



COUNTY OF HUMBOLDT

For the meeting of: 6/27/2023

File #: 23-836

To: Board of Supervisors

From: DHHS: Administration

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Professional Services Agreement with Area 1 Agency on Aging Regarding the Provision of Administrative Services Related to the Development, Implementation and Administration of an Area Plan Pertaining to Support Services Provided to Older Adults Residing in Humboldt County

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Area 1 Agency on Aging regarding the provision of administrative services related to the development, implementation and administration of an area plan pertaining to support services provided to older adults residing in Humboldt County in an amount not to exceed \$84,106 for the period of July 1, 2023 through June 30, 2024;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Area 1 Agency on Aging, after review and approval by County Counsel, Risk Management and the County Administrative Office;
3. Find that paying Area 1 on Agency on Aging in advance for the provision of the administrative services required pursuant to the terms and conditions of the attached professional services agreement will serve a public purpose by ensuring continuity of support services provided to older adults residing in Humboldt County; and
4. Authorize issuance of an advance payment in the amount of \$84,106 to Area 1 Agency on Aging for the provision of services required pursuant to the terms and conditions of the attached professional services agreement for the period of July 1, 2023 through June 30, 2024; and
5. Direct the Clerk of the Board to return one fully executed original copy of the attached professional services agreement with Area 1 Agency on Aging to the Department of Health and Human Services - Contract Unit for further processing.

SOURCE OF FUNDING:

Social Services Fund (1160-511)

DISCUSSION:

Approval of the attached professional services agreement with Area 1 Agency on Aging will allow for the continued development, implementation and administration of an area plan pertaining to support services provided to older adults residing in Humboldt County in accordance with the Older Americans Act. Pursuant to the terms and conditions of the attached professional services agreement, Area 1 Agency on Aging will provide contract monitoring for congregation and home-delivered meals and legal assistance programs, collect data from relevant service providers and report to the California Department of Aging and monitor, evaluate and comment on policies, programs and community actions that will affect the older citizens of Humboldt County.

Accordingly, the Department of Health and Human Services (DHHS) recommends that the Board approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Area 1 Agency on Aging regarding the provision of administrative services related to the development, implementation and administration of an area plan pertaining to support services provided to older adults residing in Humboldt County for the period of July 1, 2023 through June 30, 2024. It is also recommended that the Board authorize the DHHS Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Area 1 Agency on Aging, after review and approval by County Counsel, Risk Management and County Administrative Office, in order to avoid any unnecessary delays in the development, implementation or administration of the above-referenced area plan.

FINANCIAL IMPACT:

Expenditures (1160, 511)	FY23-24 Projected
Budgeted Expenses	\$84,106
Total Expenditures	\$84,106
Funding Sources (Fund, Budget Unit)	FY23-24 Projected*
State/Federal Funds	\$84,106
Total Funding Sources	\$84,106

**Projected amounts are estimates and are subject to change.*

The attached professional services agreement with Area 1 Agency on Aging has a maximum amount payable of \$84,106 for the period of July 1, 2023 through June 30, 2024. Expenditure appropriations related to the attached professional services agreement with Area 1 Agency on Aging have been included in the proposed fiscal year 2023-2024 budget for DHHS - Social Services Budget Unit 1160-511. Funding for the attached professional services agreement with Area 1 on Aging is available through local, state and federal revenues received by DHHS - Social Services.

STAFFING IMPACT:

Approval of the attached professional services agreement with Area 1 on Aging will not impact current staffing levels. DHHS staff work with Area 1 Agency on Aging through reports and meetings to ensure that the County of Humboldt is in compliance with the Older Americans Act and California Department of Aging regulations. Without this collaboration with Area 1 Agency on Aging, all of the development, implementation and administration of an area plan would fall on DHHS staff.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, creating opportunities for improved safety and health and providing community-appropriate levels of service.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the attached professional services agreement with Area 1 Agency on Aging regarding the provision of administrative services related to the development, implementation and administration of an area plan pertaining to support services provided to older adults residing in Humboldt County. However, this alternative is not recommended as it would severely affect DHHS' ability to provide efficient and effective support services to the older adults of Humboldt County.

ATTACHMENTS:

1. Professional Services Agreement with Area 1 Agency on Aging Regarding the Provisions of Administrative Services Related to the Development, Implementation and Administration of an Area Plan Pertaining to Support Services Provided to Older Adults Residing in Humboldt County

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-13; C-9; C-7; C-11; C-8; C-14; C-9; C-16; D-14; D-20

Meeting of: 04/22/14; 11/04/14; 05/12/15; 05/31/16; 03/06/18; 06/26/18; 06/18/19; 08/18/20; 08/10/21; 06/14/22

File No.: 16-0193; 14-1055; 15-510; 16-3613; 18-133; 18-768; 19-823; 20-938; 21-1044; 22-702