

**CITY OF OAKLAND**  
**AGENDA REPORT**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2005 JUN -2 PM 7:30

**To:** Office of the City Administrator  
**Attn:** Deborah Edgerly  
**From:** Department of Human Services  
**Date:** June 14, 2005

**Re:** RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$1,582,540 FROM THE STATE DEPARTMENT OF AGING FOR THE MULTIPURPOSE SENIOR SERVICES PROGRAM (MSSP) FOR FISCAL YEAR 2005-2006; AND AUTHORIZING THE CITY ADMINISTRATOR TO ALLOCATE \$308,000 OF THE GRANT TO CONTRACT WITH 11 AGENCY PROVIDERS TO PROVIDE IN HOME SERVICES TO THE SENIORS ENROLLED IN MSSP FOR AN AMOUNT NOT TO EXCEED \$28,000 PER YEAR PER PROVIDER FOR FISCAL YEAR 2005-2006; AND AUTHORIZING THE CITY ADMINISTRATOR TO EXTEND THE AGREEMENTS FOR TWO YEARS SUBJECT TO SATISFACTORY PERFORMANCE AND FUNDING AVAILABILITY

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**SUMMARY**

Staff requests City Council approval of a resolution authorizing the application for, and acceptance and appropriation of a Multipurpose Senior Services Program (MSSP) grant from the State Department of Aging for Fiscal Year 2005-2006 in the amount of \$1,582,540. The resolution would also authorize a General Fund offset of \$127,098 for Central Service Overhead charges. The grant allows MSSP to spend \$ 308,000 annually to purchase in-home services for frail seniors. MSSP is funded principally through a Medicaid Waiver received by the State and City General Funds.

**FISCAL IMPACT**

Funding for this on-going grant is included in the Department's Proposed Budget for FY 2005-2006. Approval of the proposed resolution will authorize the acceptance and appropriation of the grant in the amount of \$1,582,540 for one year which will provide the funding for the vendor contracts, in the amount of \$308,000 annually, for three years. The \$308,000 is part of the total budget that is set aside to purchase services for clients. It is advantageous for MSSP to lock the contracts in for three years because the cost for services will be the same for three years rather than risk the possibility of the costs increasing annually. The grant will be appropriated to Fund 2128, (Department of Human Services), Organization 75231 (Multipurpose Senior Services Program), and Projects G263010, G263020, and G263030. There are no matching funds.

Historically, the City Council has waived Central Services Overhead charges levied against MSSP. The waiver of Central Services Overhead charges in the amount of \$127,098 impacts the

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General Purpose Fund in that it reduces “recovery” which is essentially revenue to the General Purpose Fund.

Additionally, DHS has a waiver that exempts the Multipurpose Senior Services Program from the three percent contract compliance fee applicable to professional services contracts which amounts to \$9,240.00 per year.

## **BACKGROUND**

The City of Oakland has provided multipurpose senior services to eligible seniors since 1980, by contract with the State Department of Aging. The contract with the State requires the MSSP program to serve a minimum of 390 clients every month. Our goal is to prevent or delay institutionalization. Clients are 65 years of age or older and are certifiable for care in a skilled nursing facility. Clients are very frail and have multiple chronic disabilities. Services are provided to seniors who live in all zip codes in Oakland and Emeryville and two zip codes in Berkeley.

The Human Services Department continues the provision of care management services to a contracted caseload of 390 frail elderly clients per month. Many of the services provided to the seniors are provided by professional service contract vendors. The current vendor contracts began on July 1, 2002 and will expire on June 30, 2005.

MSSP completed an RFP process to acquire new vendor contracts. Announcements were placed in two local newspapers. RFP packets were sent to potential providers that were listed in the yellow pages. The RFP period was from January 21, 2005 until 5:00 PM on Monday, March 21, 2005. The RFPs were reviewed by 4 members of the staff and were rated in the following areas: cost effectiveness, accessibility and availability, restrictions and limitations to services, administrative and fiscal capacity and experience. For previous vendors that were selected, past quality of service was also rated. A total of eleven vendors were selected.

## **KEY ISSUES AND IMPACTS**

MSSP has continued to meet the State mandate to provide a cost-effective alternative to nursing home placement. Services such as bathing, dressing, grooming, meal preparation, housekeeping and respite are provided to clients within their homes. MSSP also assists with coordinating medical appointments and purchases transportation to and from medical appointments. This additional support allows Oakland families and caregivers to continue to care for frail seniors in the community. MSSP helps to keep seniors out of nursing homes, keeps them safe and as independent as possible in their own homes and increases their quality of life at a time in their life when they are most vulnerable.

## **PROGRAM DESCRIPTION**

Client referrals are received from various sources such as discharge planners from local acute care hospitals, home health agencies, Alameda County Social Services, medical doctors, churches, adult day health care programs and other community agencies that work with seniors. Some clients self refer after hearing about the program from others. MSSP enrolls an average of 10 new clients per month. Twelve clients, on average, are discharged per month due to death, residential relocation, loss of Medi-Cal benefits or placement in a skilled nursing facility due to a serious decline in health or the living environment is no longer safe.

MSSP is a medical and psychosocial care management model program. The care management process involves a detailed in-home initial psychosocial and health assessment, two quarterly visits, a six-month recertification visit, an annual reassessment and monthly phone monitoring. These activities are conducted by public health nurses and social workers.

Care management is the cornerstone of MSSP. It involves the coordination and usage of existing community resources that provide the necessary services for clients to continue living safely at home. MSSP care management provides for client assessment to identify problems, putting together a plan of care, arranging services and client monitoring. Staff reviews existing publicly funded services and makes direct referrals whenever possible. If the needed services are not available through family, friends or other programs, the care manager then authorizes the purchase of services from the vendors by using program funds. The program is evaluated annually by use of client satisfaction surveys. The survey for this fiscal year will be sent to clients on June 1, 2005 and the results are expected back by June 30, 2005.

MSSP promotes client self-determination and fosters independent living for clients within the least restrictive environment and within their own communities. MSSP advocates for a seamless continuum of care and provides service in coordination and collaboration with other community based long term care organizations such as Visiting Nurses Associations, Alameda County Health Care Services Agency, Area Agency on Aging and Over 60 Health Clinic.

For 2004-2005, program participants live throughout Oakland and Emeryville. We also serve two zip codes in Berkeley. (See Attachment A). The ethnic breakdown for the program participants is African American 62.18%, Asian Pacific Islander 20.44%, Caucasian 12.86%, Hispanic 3.84% and Native American 0.68%.

## **SUSTAINABLE OPPORTUNITIES**

The sustainable opportunities that are included in this program are as follows:

### Social Equity

- 1) Social and health services are delivered to frail seniors in their homes after assessments are completed by MSSP nurses and social workers.
- 2) Care Management provided by MSSP makes it easier for frail, disabled seniors to access health care.
- 3) The health services provided by MSSP improve the quality of life for frail, homebound seniors who are socially disadvantaged and at risk of placement into nursing homes.

### Economic

- 1) MSSP contractors, who are primarily Oakland based business operators, employ Oakland residents who provide the necessary services to our frail older program participants.
- 2) MSSP will continue to invest in the Oakland community by purchasing services and equipment for frail seniors from Oakland based businesses. MSSP has professional service contracts with some of these businesses.

Environmental There is no known impact

## **DISABILITY AND SENIOR CITIZEN ACCESS**

MSSP care management services have been available to frail, disabled seniors in the City of Oakland for 26 years. MSSP provides frail, older Oakland residents with an alternative to premature or inappropriate institutionalization. Through the provision of care management services, MSSP's frail disabled seniors are empowered to be as independent as possible.

## **RECOMMENDATION**

Staff recommends that the City Council approve a resolution authorizing the City Administrator to apply for, accept and appropriate a grant in the amount of \$1,582,540 from the State Department of Aging for the Multipurpose Senior Services Program for fiscal year 2005-2006. The approval of this recommendation will ensure the continuation of MSSP services to Oakland's frail elderly at risk of premature or unnecessary institutionalization.

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**ACTION REQUESTED OF THE CITY COUNCIL**

That City Council approve a resolution authorizing the City Administrator to apply for, accept and appropriate a grant in the amount of \$1,582,540 from the State Department of Aging for the Multipurpose Senior Services Program for fiscal year 2005-2006; and that the City Council authorizes the City Administrator to contract with 11 agency providers for fiscal year 2005-2006; and that the City Council authorize the City Administrator to extend the agreements two additional years, for the periods July 1, 2006 through June 30, 2007, and July 1, 2007 through June 30, 2008, subject to satisfactory performance and continued funding.

Respectfully submitted,



ANDREA YOUNGDAHL  
Director, Department of Human Services

Reviewed By:  
Brendalynn Goodall  
Aging and Adult Services Division Manager

Prepared by:  
Linda Johnson  
MSSP Senior Services Supervisor

APPROVED AND FORWARDED TO THE  
LIFE ENRICHMENT COMMITTEE

  
Office of the City Administrator

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ATTACHMENT A  
MSSP CLIENTS  
FY2005  
By Ethnicity and Zip codes

<b>ETHNICITY</b>	<b>ZIP CODE</b>	<b>No. of Cts.</b>	<b>%</b>
African American	94601	27	50.94
Asian/Pacific Islander	94601	9	16.98
Caucasian	94601	1	1.89
Hispanic	94601	16	30.19
		<b>53</b>	<b>100%</b>
African American	94602	5	50.00
Asian/Pacific Islander	94602	3	30.00
Caucasian	94602	2	20.00
		<b>10</b>	<b>100%</b>
African American	94603	31	93.94
Caucasian	94603	1	3.03
Hispanic	94603	1	3.03
		<b>33</b>	<b>100%</b>
African American	94605	46	97.87
Caucasian	94605	1	2.13
		<b>47</b>	<b>100%</b>
African American	94606	19	51.35
Asian/Pacific Islander	94606	9	24.33
Caucasian	94606	8	21.62
Hispanic	94606	1	2.70
		<b>37</b>	<b>100%</b>
African American	94607	53	77.94
Asian/Pacific Islander	94607	13	19.12
Caucasian	94607	1	1.47
Hispanic	94607	1	1.47
		<b>68</b>	<b>100%</b>
African American	94608	40	90.91
Asian/Pacific Islander	94608	2	4.55
Caucasian	94608	1	2.27
Hispanic	94608	1	2.27
		<b>44</b>	<b>100%</b>
African American	94609	32	91.43
Asian/Pacific Islander	94609	1	2.86
Caucasian	94609	2	5.71
		<b>35</b>	<b>100%</b>
African American	94610	6	37.50
Asian/Pacific Islander	94610	2	12.50
Caucasian	94610	6	37.50
Hispanic	94610	1	6.25
Native American	94610	1	6.25
		<b>16</b>	<b>100%</b>

ATTACHMENT A  
MSSP CLIENTS  
FY2005  
By Ethnicity and Zip codes

<b>ETHNICITY</b>	<b>ZIP CODE</b>	<b>No. of Cts.</b>	<b>%</b>
African American	94611	8	32.00
Asian/Pacific Islander	94611	13	52.00
Caucasian	94611	2	8.00
Hispanic	94611	1	4.00
Native American	94611	1	4.00
		<b>25</b>	<b>100%</b>
African American	94612	18	40.91
Asian/Pacific Islander	94612	22	50.00
Caucasian	94612	4	9.09
		<b>44</b>	<b>100%</b>
African American	94618	2	50.00
Asian/Pacific Islander	94618	1	25.00
Caucasian	94618	1	25.00
		<b>4</b>	<b>100%</b>
African American	94619	6	50.00
Asian/Pacific Islander	94619	4	33.33
Caucasian	94619	2	16.67
		<b>12</b>	<b>100%</b>
African American	94621	33	84.62
Asian/Pacific Islander	94621	1	2.56
Caucasian	94621	2	5.13
Hispanic	94621	3	7.69
		<b>39</b>	<b>100%</b>
African American	94705	1	33.333
Asian/Pacific Islander	94705	1	33.333
Caucasian	94705	1	33.333
		<b>3</b>	<b>100%</b>

**TOTAL COUNT: 470 Unduplicated**

**ETHNIC BREAKDOWN OF MSSP CLIENTS:**

AFRICAN AMERICAN	62.18%
ASIAN/PACIFIC ISLANDER	20.44%
CAUCASIAN	12.86%
HISPANIC	3.84%
NATIVE AMERICAN	0.68%
	<b>100.00%</b>

# OAKLAND CITY COUNCIL

*[Signature]*  
OFFICE OF THE CITY CLERK  
CITY ATTORNEY  
OAKLAND

RESOLUTION NO. \_\_\_\_\_ C.M.S.

2005 JUN -2 PM 7:30

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT AND APPROPRIATE A GRANT IN THE AMOUNT OF \$1,582,540 FROM THE STATE DEPARTMENT OF AGING FOR THE MULTIPURPOSE SENIOR SERVICES PROGRAM (MSSP) FOR FISCAL YEAR 2005-2006; AND AUTHORIZING THE CITY ADMINISTRATOR TO ALLOCATE \$308,000 OF THE GRANT TO CONTRACT WITH 11 AGENCY PROVIDERS TO PROVIDE IN HOME SERVICES TO THE SENIORS ENROLLED IN MSSP FOR AN AMOUNT NOT TO EXCEED \$28,000 PER YEAR PER PROVIDER FOR FISCAL YEAR 2005-2006; AND AUTHORIZING THE CITY ADMINISTRATOR TO EXTEND THE AGREEMENTS FOR TWO YEARS SUBJECT TO SATISFACTORY PERFORMANCE AND FUNDING AVAILABILITY**

**WHEREAS**, the State Department of Aging is willing to appropriate a grant to the Multipurpose Senior Services Program (MSSP) in an amount of \$1,582,540.00 and any additional amount/ amendments for the period beginning July 1, 2005 and ending June 30, 2006 under contract number MS-0506-01; and

**WHEREAS**, the grant is funded by the Title XIX Social Security Act funds and the State of California General Fund; and

**WHEREAS**, the grant does not pay for Central Services Overhead costs, the City has historically provided an offset to cover the Central Services Overhead costs, and the Proposed policy budget includes an allocation of \$127,098.00 to cover the Central Services Overhead costs; and

**WHEREAS**, one of the purpose of said grant is to continue the City's MSSP program and will help the frail elderly remain in their homes rather than be institutionalized; and

**WHEREAS**, it is the intention of MSSP to obtain personal care, respite, and health care services for a three year period beginning July 1, 2005 and ending June 30, 2008; and

**WHEREAS**, the City of Oakland desires to enter into annual contracts with the following providers for amounts not to be exceeded below:

<u>VENDOR</u>	<u>AMOUNT</u>
Alta Bates Summit Medical Center Lifeline – Oakland Business License # 1443437	\$28,000.00
Asian Network, Inc. Oakland / Minority Business License # 1369008	\$28,000.00
A Warm Embrace, Inc. Pleasanton / Minority Business License # 3226220	\$28,000.00
Bay Area Community Services Business License # 462551	\$28,000.00
Bay Area Vital Link Business License # 760358	\$28,000.00
Community Care Services Oakland / Minority Business License # 795135	\$28,000.00

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Home Instead Senior Care Oakland Business License # 101803	\$28,000.00
Manos Home Care Oakland Business License # 1025163	\$28,000.00
Nightingale Nursing San Leandro Business License # 2894009	\$28,000.00
Rescue Alert Business License # 3185524	\$28,000.00
Steve's Property Services Business License # 3213455	\$28,000.00

**WHEREAS**, MSSP is a long standing program in the City, the City Council having approved application for the original MSSP grant in Resolution No. 57740 C.M.S. dated December 12, 1978; now therefore it be

**RESOLVED:** That the City Administrator or her designee is hereby authorized and directed to apply for, accept and appropriate a grant and offsetting revenues in the amount of \$1,582,540.00 from the State Department of Aging for the purpose of appropriating said grant and offsetting revenues to MSSP for the period beginning July 1, 2005 and ending June 30, 2006; and be it

**FURTHER RESOLVED:** That the City Council authorizes the support of said grant with \$127,098 of General Funds for Central Services Overhead off-set; and be it

**FURTHER RESOLVED:** That the City Council authorizes the City Administrator to enter into grant agreements with 11 agency providers in an amount not to exceed \$28,000 per year per agency for the period July 1, 2005 through June 30, 2006; and be it

**FURTHER RESOLVED:** That the City Council authorizes the City Administrator to extend the agreements for an additional two years, for the periods July 1, 2006 through June 30, 2007, and July 1, 2007 through June 30, 2008, subject to satisfactory performance and funding availability; and be it

**FURTHER RESOLVED:** Should additional program funds be received, the City Administrator or a designee is hereby authorized to accept and appropriate said funds for the agency provider programs described above without returning to Council; and be it

**FURTHER RESOLVED:** That the City Council hereby appoints the City Administrator or a designated representative as agent of the City to conduct all negotiations, execute and submit all documents, including but not limited to application, agreements, amendments, modifications, payment requests and related actions which may be necessary for the completion of the aforementioned grant in accordance with its basic purpose without returning to Council.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_\_

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_  
 LATONDA SIMMONS  
 City Clerk and Clerk of the Council  
 of the City of Oakland, California