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AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Sara Bedford
Director, Human Services

SUBJECT: FY 2017-2019 Information &
Assistance (I&A) Program Grant

DATE: May 10, 2017

City Administrator Approval

Date:

5/11/17

RECOMMENDATION

Staff Requests That The City Council Adopt A Resolution (1) Authorizing The City Administrator To Accept And Appropriate A Grant In An Amount Not To Exceed \$48,118 Per Year For Fiscal Years (FY) 2017-2018 And 2018-2019 For A Total Amount Of \$96,236 For Two Years From Alameda County Social Services Agency For Continued Operation Of The Information And Assistance (I&A) Program For Oakland Seniors For The Period Of July 1, 2017 Through June 30, 2019; And Accept And Appropriate Any Additional Funds From The Grantor For The I&A Program Within The Grant Term; And (2) Authorizing A Contribution From The General Purpose Fund In The Amount Equivalent To The Departmental Overhead Charges In An Estimated Amount Of \$5,820 For FY 2017-2019 And Central Services Overhead Charges In An Estimated Amount Of \$21,816 For FY 2017-2019.

EXECUTIVE SUMMARY

The acceptance of this grant from Alameda County will allow the Aging and Adult Services Division to provide Information and Assistance program services at the City's four Senior Centers. This funding will sustain a program that supports the needs of Oakland's most vulnerable older residents.

According to the 2010 United States (US) Census, more than 20 percent of Oakland residents over the age of 65 live alone. These seniors may have challenges accessing services necessary to live independently. Studies have found that individuals of any age who live alone are at higher risk of developing behavioral conditions such as depression, dementia, and hoarding. According to the Centers for Disease Control and Prevention, one out of three adults age 65 and older will experience a fall each year; injuries from falls are a leading cause of injury, death, and hospital admissions for seniors who live alone.

This funding will provide a resource for those vulnerable seniors, including monolingual, low-income seniors living alone enabling them to find the resources necessary to remain safely and independently in their homes.

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Life Enrichment Committee
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BACKGROUND / LEGISLATIVE HISTORY

The City of Oakland has been a municipal advocate for low-income, diverse residents since the 1960s, when a Federal Community Action Agency (CAA) office was established in Oakland to provide services designed to eradicate poverty. The first of four community senior centers at the Veterans Memorial Building was established in 1985, as a result of the City Council's adoption of the first "Comprehensive Plan for Seniors". The City met the first goal of the plan by establishing the Department on Aging in 1989. The services that were initially in the Department on Aging are now part of the Human Services Department (HSD) Aging and Adult Services Division.

For more than twenty years the City has received funding from Alameda County to provide Information and Assistance (I&A) Program services to senior residents. Each year the City of Oakland provides information, referral and follow-up to over 1,500 seniors. The I&A program supports the case management, caregiver support, employment, and transportation programs provided by the HSD Aging & Adult Services Division.

ANALYSIS AND POLICY ALTERNATIVES

The HSD I&A Program serves primarily low income Oakland residents who are age 60 and older. The I&A program is located at the Oakland senior centers, ensuring that seniors have access to critical support services in their neighborhood. Each year I&A staff provide information about housing, health care options, transportation, utility discounts, nutrition programs and other programs to more than 1,500 seniors, the majority of whom live in the City of Oakland.

The City of Oakland will continue to use the grant funding to pay for staff, materials, and classes in order to ensure that the most relevant information is shared with seniors. This information may include discounts available to seniors who need transportation services, food assistance, respite, housing assistance, adult day care programs, utility payment, adaptive devices, home repairs, and other basic necessities that will allow them to live independently in Oakland. Staff will continue to document all contacts and referrals, as required by the County of Alameda.

If funded, this Information and Assistance grant in an estimated amount of \$48,118 per year or \$96,236 for fiscal years (FY) 2017-2019 will support the objectives of the HSD's Aging and Adult Services Division.

ANNUAL COST ELEMENTS OF AGREEMENT/CONTRACT:

| | |
|---|------------------|
| Salaries & Benefits..... | \$ 37,018 |
| Operating Costs | \$ 11,100 |
| ANNUAL AGREEMENT/CONTRACT AMOUNT | \$ 48,118 |

SOURCE OF FUNDING: Alameda County Social Services Agency

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FISCAL IMPACT

This grant is funded by Alameda County. Funding is included in the Mayor's Proposed FY 2017-2019 budget pending City Council adoption and will be appropriated in the County of Alameda: (Grants) Fund (2160), HSD Outreach Program Organization (75251), Outreach Program FY 2017-2018 Project/Award (TBD/TBD) and Outreach Program FY 2018-2019 Project/Award (TBD/TBD), and Empowering Seniors and People with Disabilities Program (YS14). There are no matching funds required. Expenses include staff costs – two part-time 0.53 FTE I&A caseworkers, training, transportation and materials. HSD is requesting a contribution from the General Purpose Fund for Central Services Overhead in an estimated amount of \$10,908 per year for a total of \$21,816 for both years and (2) departmental overhead charges in an estimated amount of \$2,826 for FY 2017-2018 and \$2,994 for FY 2018-2019 for a total of \$5,820.

The FY 2017-2019 proposed budget includes FY 2017-2018 and 2018-2019 I&A Grant appropriations of \$48,118 in the County of Alameda: (Grants) Fund (2160), HSD Outreach Program Organization (75251), Outreach Program Project (1000292), and Empowering Seniors and People with Disabilities Program (YS14).

If additional grant funding becomes available from the grantor (Alameda County Social Services Agency), for the same purpose, within the existing grant term, staff is seeking authorization to accept and appropriate funds for the I&A Program without returning to Council within the duration of the grant term (July 1, 2017 – June 30, 2019).

PUBLIC OUTREACH / INTEREST

The Information and Assistance program will continue to serve as a resource for both Aging and Adult Services Division staff and for other local non-profit senior service providers. When I&A program participants are identified by HSD staff or other local providers, the intake and follow-up is done by the I&A staff at the Oakland senior centers. I&A staff, under the supervision of the Aging and Adult Services program analyst, conduct regular outreach to potential clients, and ensure that the information available is timely and relevant.

Aging and Adult Services team members and staff are trained to recognize and refer eligible individuals to the I&A program. Referrals also come from local senior service organizations, and are facilitated through community outreach presentations and word-of-mouth.

COORDINATION

The Alameda County I&A grant will continue to be coordinated between HSD fiscal manager, the Controller's Bureau, and the Office of the City Attorney. The grant will be coordinated by the HSD Aging & Adult Services Division, with support from staff of the Oakland Senior Centers and with information provided by local community based organizations serving the elder population.

PAST PERFORMANCE, EVALUATION AND FOLLOW-UP

The City of Oakland Aging and Adult Services Division has been the sub grantee, through the Alameda County Area Agency on Aging, for the Federal Community Based Services Information and Assistance program. The I&A program provides direct counseling services to seniors and their families, supporting their independence by providing information and assistance to programs and benefits.

The Information and Assistance funding has provided an effective Oakland program hosted in the City senior centers for more than 15 years. Performance is reviewed by Alameda County on a quarterly basis, and at no time during the extended annual contracting period has the City been found to be out of compliance with the requirements of the contract. The current contract requires that the I&A outreach specialists provide information, referral and follow-up services to at least 400 new senior residents each year.

Performance measurements, including the number of clients served and type of services provided, are monitored by Alameda County.

I&A staff are expected to attend meetings and events to remain informed and up-to-date on benefits and services for seniors such as Medicare, MediCal, housing support, transportation, and other programs.

An internal peer review process is conducted bi-monthly and reported to the California State Department of Aging. An external Utilization Review is conducted biennially by the California State Department of Aging.

Informal feedback from clients in the form of phone calls, thank you cards or letters expressing satisfaction with the service is tracked.

SUSTAINABLE OPPORTUNITIES

Economic: The grants for items and services provided to Oakland residents will be used to pay Oakland based business operators and vendors. HSD will continue to invest in the Oakland community by purchasing services and equipment for eligible seniors from Oakland based businesses.

Environmental: In the past, the I&A grant has coordinated with the County Area Agency on Aging and the Alameda County Community Food Bank to distribute nutritional vouchers for fresh produce from Farmers' Markets in Oakland. The program provides seniors with access to information about Oakland recycling, utility, and other environmental support programs.

Social Equity:

Services provided will improve the quality of life for low income Oakland seniors who are socially disadvantaged, mono lingual, and at risk of losing their independence when faced with unexpected financial emergencies.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Requests That The City Council Adopt A Resolution (1) Authorizing The City Administrator To Accept And Appropriate A Grant In An Amount Not To Exceed \$48,118 Per Year For Fiscal Years (FY) 2017-2018 And 2018-2019 For A Total Amount Of \$96,236 For Two Years From Alameda County Social Services Agency For Continued Operation Of The Information And Assistance (I&A) Program For Oakland Seniors For The Period Of July 1, 2017 Through June 30, 2019; And Accept And Appropriate Any Additional Funds From The Grantor For The I&A Program Within The Grant Term; And (2) Authorizing A Contribution From The General Purpose Fund In The Amount Equivalent To The Departmental Overhead Charges In An Estimated Amount Of \$5,820 For FY 2017-2019 And Central Services Overhead Charges In An Estimated Amount Of \$21,816 For FY 2017-2019.

For questions regarding this report, please contact Scott Means, Aging and Adult Services Manager, (510) 238-6137

Respectfully submitted,



SARA BEDFORD
Director, Human Services Department

AGING & ADULT SERVICES DIVISION

Reviewed by: Scott Means, Manager

Prepared by: Tracy Jensen, Program Analyst

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Life Enrichment Committee
May 23, 2017

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OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION (1) AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT AND APPROPRIATE A GRANT IN AN AMOUNT NOT TO EXCEED \$48,118 PER YEAR FOR FISCAL YEARS 2017-2018 AND 2018-2019 FOR A TOTAL AMOUNT OF \$96,236 FOR TWO YEARS FROM ALAMEDA COUNTY SOCIAL SERVICES AGENCY FOR CONTINUED OPERATION OF THE INFORMATION AND ASSISTANCE (I&A) PROGRAM FOR OAKLAND SENIORS FOR THE PERIOD OF JULY 1, 2017 THROUGH JUNE 30, 2019; AND ACCEPT AND APPROPRIATE ANY ADDITIONAL FUNDS FROM THE GRANTOR FOR THE I&A PROGRAM WITHIN THE GRANT TERM; AND (2) AUTHORIZING A CONTRIBUTION FROM THE GENERAL PURPOSE FUND IN THE AMOUNT EQUIVALENT TO THE DEPARTMENTAL OVERHEAD CHARGES IN AN ESTIMATED AMOUNT OF \$5,820 FOR FY 2017-2019 AND CENTRAL SERVICES OVERHEAD CHARGES IN AN ESTIMATED AMOUNT OF \$21,816 FOR FY 2017-2019

WHEREAS, in Oakland 30 percent of elderly persons who are fifty years of age and older live below the poverty level; and

WHEREAS, local governments have played an important role in assisting elderly persons in maintaining their standard of living; and

WHEREAS, many elderly persons are in need of transportation, food assistance, respite, housing assistance, and support for other basic necessities; and

WHEREAS, the Human Services Department's (HSD) Aging and Adult Services Information and Assistance (I&A) Program links older adults who need assistance to the appropriate service(s) within the communities and, to the maximum extent practicable, establishes adequate follow-up procedures; and

WHEREAS, the City desires to continue to support the I&A Program by accepting this program baseline funding from the Alameda County Social Services Agency, Area Agency on Aging; and

WHEREAS, the HSD is requesting as it has in prior years, a contribution from general purpose fund in an amount equivalent to central services overhead in an estimated amount of \$10,908 for FY 2017-2018 and \$10,908 for FY 2018-2019 for a total of \$21,816 and departmental overhead charges in an estimated amount of \$2,826 for FY 2017-2018 and \$2,994 for FY 2018-2019 for a total of \$5,820; now, therefore, be it

RESOLVED: That the City Administrator is hereby authorized to accept and appropriate a grant in an amount not to exceed \$48,118 per year for FY 2017-2018 and FY 2018-2019 for a total amount of \$96,236 for two years from Alameda County Social Services Agency for continued operation of the Information and Assistance (I&A) program for Oakland seniors for the period of July 1, 2017 through June 30, 2019; and be it

FURTHER RESOLVED: That all departmental overhead charges in an estimated amount of \$2,826 for FY 2017-2018 and \$2,994 for FY 2018-2019 totaling \$5,820 and all central services overhead charges in an estimated amount of \$10,908 for FY 2017-2018 and \$10,908 for FY 2018-2019 for a total of \$21,816, associated with this grant will be offset through a contribution of the General Purpose Fund as approved in the Proposed Budget; and be it

FURTHER RESOLVED: That the funds are included in the Mayor's proposed FY 2017-2019 budget pending City Council adoption and will be appropriated in Human Services Department Social Services Grant Fund (2160), HSD Outreach Program Organization (75251), Outreach Program FY 2017-2018 Project/Award (TBD/TBD), and Outreach Program FY 2018-2019 Project/Award (TBD/TBD) and Empowering Senior and People with Disabilities Program (YS14); and be it

FURTHER RESOLVED: That if additional grant funding becomes available from the grantor (Alameda County Social Services Agency), for the same purpose, within the existing grant term, the City Administrator is hereby authorized to accept and appropriate these funds for the I&A Program without returning to Council within the duration of the grant term (July 1, 2017 – June 30, 2019); and be it

FURTHER RESOLVED: That the City Council hereby appoints the City Administrator 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, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN, and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California