



CITY OF OAKLAND

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OAKLAND

2019 JUN 27 PM 8:47

# AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Sara Bedford  
Director, Human Services

**SUBJECT:** FY 2019-2021 Information &  
Assistance (I&A) Program Grant

**DATE:** July 9, 2019

City Administrator Approval

Date:

6/27/19

## RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To:**

**(1) Accept And Appropriate A Grant In An Amount Not To Exceed \$56,142 Per Year For Fiscal Years (FY) 2019-2020 And 2020-2021 For A Total Amount Of \$112,284 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, 2019 Through June 30, 2021; 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 Central Services Overhead Charges In An Estimated Amount Of \$13,660 For FY 2019-2020 and \$13,934 For FY 2020-2021.**

## EXECUTIVE SUMMARY

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 aging residents.

According to the 2010 US Census, more than 20 percent of Oakland residents over the age of 65 live alone. These seniors may experience 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.

Adoption of this resolution will authorize providing 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.

Item: \_\_\_\_\_  
City Council  
July 9, 2019

## **BACKGROUND / LEGISLATIVE HISTORY**

The City of Oakland has been a municipal advocate for low-income 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, and on May 22, 1990 the City Council adopted Resolution 67131 C.M.S. to approve Oakland's first "Comprehensive Plan for Seniors."

For more than twenty years, the Human Services Department Division of Aging and Adult Services has received funding from Alameda County to provide Information and Assistance (I&A) Program services to senior residents. Recent Resolutions Nos. 85031 C.M.S., June 3, 2014; 85625 C.M.S., June 2, 2015; and 86761 C.M.S., June 6, 2017 demonstrated the Council's commitment to this program by authorizing the City Administrator to accept and expend the I&A grant funds.

The I&A program provides direct counseling services to seniors and their families, supporting their independence by providing information and assistance programs and benefits. In 2017-18, Oakland I&A staff provided information, referrals and follow-up to over 1,800 local seniors. The I&A outreach ensures that seniors have access to information about federal, state and local programs that meet their individual needs. The Human Services Department I&A staff assist seniors in applying for senior programs offered through the City of Oakland, including the Multipurpose Senior Services Program (MSSP), Senior Companion caregiver support, ASSETS senior employment, and various Paratransit services.

## **ANALYSIS AND POLICY ALTERNATIVES**

The I&A Program serves primarily low-income Oakland residents age 60 and older. The program objective is to provide information about housing, health care options, transportation, utility discounts, nutrition programs and other programs to more than 1,800 seniors annually, and County staff visit sites to confirm that City I&A staff are addressing contract requirements. Information and Assistance (I&A) services are currently available at the Human Services Department main office at 150 Frank Ogawa Plaza, the East Oakland Senior Center at 9255 Edes Avenue, and the North Oakland Senior Center at 5714 Martin Luther King Jr. Way. These locations ensure that seniors have access to critical support services in their neighborhood.

Adoption of this resolution will allow continuation of the I&A program. The Human Services Department will then 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 for caregivers, 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.

If this resolution is not approved, the Human Services Department will notify the Alameda County Social Services Department that the I&A program will be terminated, and that grant funding for 2019-20 and 2020-21 in the amount of \$112,284 will not be accepted. The Human Services Department has no funds to continue the I&A program without support from Alameda

Item: \_\_\_\_\_  
City Council  
July 9, 2019

County and will immediately terminate the I&A activities at three sites and eliminate two permanent part time (PPT) 50 percent staff positions.

### **FISCAL IMPACT**

This agreement is funded by Alameda County. Funding is included in the Fiscal Year (FY) 2019-2021 adopted budget and has been appropriated to Human Services Department County of Alameda: (Grants) Fund (2160), Human Services Department (HSD) Outreach Program Organization (75251), Outreach Program FY19/20 Project (1004525) and Outreach Program FY20/21 Project (1004526) and Empowering Seniors and People with Disabilities Program (YS14). There are no matching funds required. Expenses include staff costs – two PPT 50 percent I&A caseworkers, and training, transportation and materials. HSD is requesting, as it has in prior years, a contribution from the General Purpose Fund in an amount equivalent to Central Services Overhead Charges in an estimated amount of \$13,660 for FY 2019-2020 and \$13,934 for FY 2020-2021.

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 for the City Administrator to accept and appropriate funds for the I&A Program without returning to City Council within the duration of the grant term (July 1, 2019 – June 30, 2021).

### **PUBLIC OUTREACH / INTEREST**

The I&A program will continue to serve as a resource for seniors in the community. 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 one of three HSD program sites. 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 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 Budget Bureau and Office of the City Attorney were consulted in preparation of this report. The grant will continue to 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 Information and Assistance funding has provided an effective Oakland program hosted in City senior centers for 18 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.

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. 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 Authorizing The City Administrator To (1) Accept And Appropriate A Grant In An Amount Not To Exceed \$56,142 Per Year For Fiscal Years (FY) 2019-2020 And 2020-2021 For A Total Amount Of \$112,284 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, 2019 Through June 30, 2021; 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 Central Services Overhead Charges In An Estimated Amount Of \$13,660 For FY 2019-2020 and \$13,934 For FY 2020-2021.

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

Respectfully submitted,



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SARA BEDFORD, Director  
Human Services Department

*Reviewed by:* Scott Means, Manager  
HSD Aging & Adult Services Division

*Prepared by:* Tracy Jensen, Program Analyst

*Amacamey*  
City Attorney's Office

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2019 JUN 27 PM 9:17  
**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 \$56,142 PER YEAR FOR FISCAL YEARS (FY) 2019-2020 AND 2020-2021 FOR A TOTAL AMOUNT OF \$112,284 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, 2019 THROUGH JUNE 30, 2021; 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 CENTRAL SERVICES OVERHEAD CHARGES IN AN ESTIMATED AMOUNT OF \$13,660 FOR FY 2019-2020 AND \$13,934 FOR FY 2020-2021**

**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 \$13,660 for FY 2019-2020 and \$13,934 for FY 2020-2021; now, therefore, be it

**RESOLVED:** That the City Administrator is hereby authorized to accept and appropriate a grant in an amount not to exceed \$56,142 per year for FY 2019-2020 and FY 2020-2021 for a total amount of \$112,284 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, 2019 through June 30, 2021; and be it

**FURTHER RESOLVED:** That all central services overhead charges in an estimated amount of \$13,660 for FY 2019-2020 and \$13,934 for FY 2020-2021, 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 2019-2021 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 2019-2020 Project/Award (1004525/23373), and Outreach Program FY 2020-2021 Project/Award (1004526/23373) 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, 2019 – June 30, 2021); 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 - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND PRESIDENT KAPLAN

NOES –

ABSENT –

ABSTENTION –

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