



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/20/2016

Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for Howard Himes - Director
Health & Human Services Operations

REPORT BY: JoAnn Melgar, Staff Services Analyst II - 707-253-4722

SUBJECT: Amendment No. 6 to Agreement with Area Agency on Aging Serving Napa and Solano, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chairman to sign Amendment No. 6 to an Agreement (formerly No. 7048) with the Area Agency on Aging Serving Napa and Solano, Inc. (AAA), increasing the amount by \$12,506 for a new maximum of \$67,506 for Fiscal Year 2016-2017, and amending the scope of work and compensation sections to add an organizational assessment of the AAA.

EXECUTIVE SUMMARY

The Area Agency on Aging (AAA) supports the planning, delivery, monitoring and administration of programs and services to meet the needs and serve the interests of the elder residents of Napa and Solano Counties. The purpose of this amendment is to provide for an independent contractor, Mr. Bruce Wagstaff, to conduct an organizational assessment of the AAA. The assessment would seek to identify what is working well in AAA activities, existing challenges, and perceived areas for improvement. Napa and Solano Counties have agreed to each fund 40% of the cost of this assessment with AAA funding the remaining twenty percent. If approved, Napa County's portion would be \$12,506, which would increase the overall contract amount to \$67,506 through the end of Fiscal Year 2016-2017 only. Upon completion of the assessment, the contract, which is on automatic renewal, would return to \$55,000 per year.

Although based in Solano County, as noted above this vendor is a non-profit association designated by the State to serve clients in Napa and Solano Counties.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Comprehensive Services for Older Adults
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This amendment is discretionary in that there is no mandate for HHSA to reimburse Area Agency on Aging (AAA) for an assessment by an independent contractor. However, without the services of this contractor, AAA would not receive the benefit of an assessment who would identify challenges and areas of improvement.
Is the general fund affected?	No
Future fiscal impact:	The amendment will increase the overall contract amount to \$67,506 through the end of Fiscal Year 2016-2017 only. Upon completion of the assessment, the contract, which is on automatic renewal, would return to \$55,000 per year.
Consequences if not approved:	If the contract is not approved, AAA will be unable to obtain an assessment from an independent contractor, who would identify challenges and areas of improvement.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Area Agency on Aging Serving Napa and Solano, Inc. (AAA) is a private, nonprofit agency designated by the California Department of Aging to be the Planning and Service Area (PSA 28) for the Counties of Napa and Solano. The mission of the AAA is to provide effective leadership, promote cooperative relationships in the aging network, and provide or procure services to maintain and/or enhance the health, dignity and independence of older adults, persons with disabilities, and caregivers.

Major AAA activities include planning, coordinating, and advocating for the development of a comprehensive service delivery system, and the administration of contracted programs. The AAA either directly provides or contracts with local community-based organizations for the delivery of an array of services including: Information and Assistance, Outreach, Case Management (including the Multipurpose Senior Services Program), Centrally Provided and Home Delivered Meals, Senior Brown Bag, In-Home Visits and Telephone Reassurance Calls, In-Home Caregiver Referral Registry, Senior Legal Assistance, Assisted Transportation, Alzheimer's Day Care Resource Centers, Family Caregiver Support Program and Long-Term Care Ombudsman Program.

This amendment provides for an independent contractor, Mr. Bruce Wagstaff, to conduct an organizational assessment of the AAA. The assessment would seek to identify what is working well in AAA activities, existing challenges, and perceived areas for improvement. Napa and Solano Counties have agreed to each fund 40% of the cost of this assessment with the AAA funding the remaining twenty percent (20%). Napa County's portion would be \$12,506, which would increase the overall contract amount to \$67,506 through the

end of Fiscal Year 2016-2017 only. Upon completion of the assessment, the contract, which is on automatic renewal, would return to \$55,000 per year.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula