

COUNTY OF SAN MATEO
Departmental Correspondence

Date FEB 27 2001
Hearing date MAR 13 2001

TO Honorable Board of Supervisors
FROM Charlene A. Silva, Director, Aging and Adult Services
SUBJECT Amendment Number 1 to the Agreement with the California Department of Aging for the Multipurpose Senior Services Program (MSSP)

RECOMMENDATION

- 1 Adopt a resolution authorizing the President of the Board to execute Amendment Number 1 to Agreement MS-0001-13 with the California Department of Aging (CDA) for the MSSP; and
- 2 Approve an Appropriation Transfer Request (ATR) to set up additional appropriation and recognize additional revenues in the amount of \$37,608

Background

Aging and Adult Services (AAS) provides adult protective services, case management, representative payee, conservatorship and in-home supportive services to functionally impaired adults and seniors. MSSP, one of the division's case management programs, provides services to Medi-Cal eligible, at-risk elders through an agreement with the state. The program operates under a Medi-Cal waiver obtained by the state which specifically allows Medi-Cal reimbursement for health care services provided in the home rather than in a more costly institutional setting.

The program's goal is to assist individuals who would otherwise require an intermediate or skilled nursing level of care to remain in their own homes or in a less costly setting in the community. The grant includes funds for social workers and nurses to provide assessments and case management services. Funds are also made available through the grant to provide home modifications, purchase durable medical equipment and other supplies, and provide attendant care.

On June 6, 2000 you approved the 2000-2001 Agreement with CDA for MSSP for case management for a total of \$701,777

Honorable Board of Supervisors
Amendment 1 to MSSP Agreement with CDA
Page 2

Discussion

Amendment Number 1 provides \$37,608 in state funds from CDA. These funds were designated by CDA to offset negotiated increases provided to County employees of MSSP as well as other operating cost increases.

County Counsel has reviewed and approved the amendment as to form and content.

Term and Fiscal Impact

The term of the agreement remains unchanged, July 1, 2000 through June 30, 2001. The original Agreement with CDA was for \$701,777. Amendment Number 1 adds \$37,608, bringing the amended total grant allocation to \$739,385. An Appropriation Transfer Request (ATR) has been prepared to add these revenues and related appropriations to Aging and Adult Services' approved budget for 2000-2001. There is no impact on the county General Fund as a result of this Amendment or approval of the ATR.

RECOMMENDED


HEALTH SERVICES AGENCY

RESOLUTION NO _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

* * * * *

RESOLUTION APPROVING AMENDMENT NUMBER 1 TO AGREEMENT MS-0001-13
WITH THE CALIFORNIA DEPARTMENT OF AGING FOR THE
MULTIPURPOSE SENIOR SERVICES PROGRAM

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of
California, that

WHEREAS, there has been presented to this Board of Supervisors for its consideration and acceptance Amendment Number 1 to the Agreement, reference to which is hereby made for further particulars, whereby the Aging and Adult Services Division shall provide a Multipurpose Senior Services Program that provides social and health support necessary to enable frail elderly to remain in their own homes, and

WHEREAS, this Board has been presented with Amendment Number 1 to Agreement MS-0001-13 to increase the funding under this Agreement and has examined and approved it as to both form and content and desires to enter into the Amendment to the Agreement

NOW, THEREFORE, IT IS RESOLVED that Amendment Number 1 to Agreement MS-0001-13 is hereby approved, and the President of this Board of Supervisors is hereby authorized and directed to execute the aforesaid amendment for and on behalf of the County of San Mateo, and the Clerk of the Board shall attest the President's signature thereto

STATE OF CALIFORNIA
STANDARD AGREEMENT
 STD 213 A (NEW 02/98)



AGREEMENT NUMBER	AMENDMENT NUMBER
MS-0001-13	1

1. This Agreement is entered into between the State Agency and the Contractor named below
 STATE AGENCY'S NAME
 California Department of Aging
 CONTRACTOR'S NAME
 County of San Mateo
2. The term of this Agreement is: July 1, 2000 through June 30, 2001
3. The maximum amount of this Agreement is: \$ 739,385 00
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein.

Exhibit B is hereby deleted
 Exhibit B-1 is attached and incorporated by reference
 The maximum amount of this Agreement is increased by \$37,608.00.
 This increase in funds is needed to off-set COLA increases

All other terms and conditions shall remain the same

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual state whether a corporation partnership etc.) County of San Mateo		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Michael D. Nevin, President Board of Supervisors, County of San Mateo		
ADDRESS 225 37th Avenue, San Mateo, California 94403		
STATE OF CALIFORNIA		
AGENCY NAME California Department of Aging		
BY (Authorized Signature) 	DATE SIGNED (Do not type)	<input type="checkbox"/> Exempt per _____
PRINTED NAME AND TITLE OF PERSON SIGNING Rachel de la Cruz, Manager, Business Services and Contracts Section		
ADDRESS 1600 K Street, Sacramento CA 95814		

LINE ITEM TITLES	FTE	LINE	FY 00-01 BUDGET
CASE MANAGEMENT			
Position Title			
SSSC		[1]	\$34 811 00
SSC		[2]	\$50 240 00
SSC		[3]	\$56 170 00
HP		[4]	\$57 340 00
HP		[5]	\$68 391 00
HP		[6]	\$64 972 00
HP		[7]	\$0 00
HP		[8]	\$0 00
		[9]	\$0 00
		[10]	\$0 00
		[11]	\$0 00
		[12]	\$0 00
		[13]	\$0 00
		[14]	\$0 00
		[15]	\$0 00
		[16]	\$0 00
		[17]	\$0 00
		[18]	\$0 00
		[19]	\$0 00
		[20]	\$0 00
		[21]	\$0 00
		[22]	\$0 00
		[23]	\$0 00
		[24]	\$0 00
		[25]	\$0 00
SUBTOTAL CASE MGMT SALARIES		[26]	\$331,924 00
BENEFITS		[27]	\$83 084 00
SALARY SAVINGS		[28]	\$0 00
TOTAL CASE MANAGEMENT		{29}	\$415 008.00
ADMINISTRATION			
Site Administrator Salary		[30]	\$10 541 00
Fiscal Officer Salary		[31]	\$33 005 00
Data Support Salaries		[32]	\$34 694 00
Clencial Support Salaries		[33]	\$0 00
		[34]	\$0 00
		[35]	\$0 00
SUBTOTAL ADMIN SALARIES		[36]	\$78,240.00
ADMINISTRATION BENEFITS		[37]	\$19 559 00
SALARY SAVINGS		[38]	\$0 00
TOTAL ADMIN SAL & BENEFITS		[39]	\$97 799 00
Office Supplies/Equip		[40]	\$3 000 00
Library Purchases/Subscriptions		[41]	\$0 00
Equipment \$300/unit or more		[42]	\$0 00
Recruitment costs		[43]	\$0 00
Equipment Rental		[44]	\$0 00
Equipment Maintenance		[45]	\$0 00
Reproduction Printing and Copy		[46]	\$1 687 00
Communications		[47]	\$8 524 00
Postage		[48]	\$2 000 00
Consultation/Professional Services		[49]	\$0 00
Insurance		[50]	\$2 405 00
Travel		[51]	\$6 000 00
Training w/out associated travel costs		[52]	\$500 00
Facility Rent and Operations		[53]	\$6 350 00
Indirect Costs (IC) (IC / Base)	0 00%	[54]	\$0 00
Base = Salaries & Benefits ({29} & {39})	512807 00	[55]	
Temporary Help		[56]	\$0 00
		[57]	\$0 00
		[58]	\$0 00
		[59]	\$0 00
TOTAL ADMINISTRATION		{60}	\$128 265.00
WAIVED SERVICES		{61}	\$196 112 00
GRAND TOTAL		{62}	\$739 385 00

	CASE MANAGEMENT Position Title	Last Name	FTE	MONTHLY WAGE (AS OF 6/30/99)	CHANGES TO BE IMPLEMENTED ON OR AFTER 7 1 00						TOTAL ANNUAL SALARY
					BILINGUAL PAY (ANNUAL)			COLA ADJUSTMENTS			
					PERCENT OF INCREASE	DOLLAR AMOUNT	EFFECTIVE DATE	PERCENT OF INCREASE	DOLLAR AMOUNT	EFFECTIVE DATE	
[1]	SSSC	Borrelli	0 500	\$2,823				4 00%	\$938	10/15/2000	\$34,811
[2]	SSSC	Heranderz	1 000	\$4,288				4 00%	\$1,425	10/15/2000	\$52,884
[3]	SSC	Kennelly	1 000	\$4,794				4 00%	\$1,593	10/15/2000	\$59,126
[4]	SSC	Trabucco	1 000	\$4,794		\$1,170	07/01/2000	4 00%	\$1,593	10/15/2000	\$60,296
[5]	HP	Clendenin	1 000	\$5,890				4 00%	\$1,305	01/07/2001	\$71,991
[6]	HP	Manders	0 950	\$5,596				4 00%	\$1,240	01/07/2001	\$68,391
[7]	HP										
[8]	HP										
[9]	HP										
[10]	SSA										
[11]	SSA										
[12]	SSA										
[13]											
[14]											
[15]											
[16]											
[17]											
[18]											
[19]											
[20]											
	SITE ADMIN										
	Position Title										
[30]	Site Administrator	Mancini	0 140	\$855				4 00%	\$284	10/15/2000	\$10,541
[31]	Fiscal Officer	Lai	0 500	\$2,676				4 00%	\$889	10/15/2000	\$33,005
[32]	Data Support	Miller	1 000	\$2,813				4 00%	\$935	10/15/2000	\$34,694
[33]	Clerical Support										
[34]											
[35]											

[42]	Equipm't \$300/unit or more	
[53]	Facility, Rent & Opers	Total Space. 1176 SQFT, Rate. 5 40/SQFT
[56]	Temporary Help	

Remarks 1 Line item 30 and 31 Due to limited budget, part of their salary will be absorbed by County

COUNTY OF SAN MATEO
AGING AND ADULT SERVICES
MEMORANDUM

CONTRACT APPROVAL FORM

TO: Maria Gonzalez - 573-3495, FAX 573-2193, PONY - AAS 321

FROM: Raymond Swope, County Counsel
Telephone X 4759, Fax 363-4034, Pony CCO 111

SUBJECT: Approval of Board Memo and Resolution for:

Amcndment Number 1 to Agreement MS-0001-13 with California
Department of Aging for the Multipurpose Senior Services Program

DATE SUBMITTED February 15, 2001

CONTRACT PERIOD:

CONTRACT AMOUNT AND FUNDING SOURCE:

COUNTY COUNSEL'S OFFICE HAS REVIEWED AND HEREBY APPROVED AS TO
FORM THE AGREEMENT STIPULATED ABOVE.

APPROVED BY:  2/26/01
DEPUTY COUNTY COUNSEL DATE

**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST**

REQUEST NO

DEPARTMENT

AGING AND ADULT SERVICES

DATE

2/14/200

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW

C O D E S		AMOUNT	DESCRIPTION	
FUND OR ORG	ACCOUNT			
From	57062	1955	37,608	FEDERAL CATEGORICAL PROGRAM
To	57062	4111	21,190	REGULAR HOURS - PERM
	57062	4311	15,841	FICA
	57062	6714	577	COUNTY FACILITY RENT

Justification (Attach Memo if Necessary)

ADDITIONAL GRANT FUND RECEIVED FROM STATE OF CALIFORNIA, DEPARTMENT OF AGING TO OFF-SET PART OF THE COST THAT COUNTY HAS BEEN SHARING TO SUPPORT MULTIPURPOSE SENIOR SERVICES PROGRAM.

DEPARTMENT HEAD

BY *Margaret Taylor* DATE 2/12

2 Board Action Required Four-Fifths Vote Required Board Action Not Required

Remarks

COUNTY CONTROLLER

BY _____ DATE

3. Approve as Requested Approve as Revised Disapprove

Remarks

COUNTY MANAGER

BY _____ DATE

DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY

BOARD OF SUPERVISORS COUNTY OF SAN MATEO STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO _____

RESOLVED by the Board of Supervisors of the County of San Mateo that

WHEREAS the Department hereinabove named in the Request for Appropriation Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request and

WHEREAS the County Controller has approved said Request as to accounting and available balances and the County Manager has recommended the transfer of funds as set forth hereinabove

NOW THEREFORE IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this _____ day of _____, 19____.

Ayes and in favor of said resolution

Noes and against said resolution:

Supervisors: _____

Supervisors: _____

County of San Mateo
 Health Services Agency

ATR/AER Form

Controller's ATR Number

Department: Health Services Agency
 Division: Aging & Adult Services

Type of Transaction ATR AER
 Status of Transaction One-Time On-Going

Title

Justification: Additional grant fund received from State of California Department of Aging to off-set part of the cost that County has been sharing to support Multipurpose Senior Services Program

TO BP	57000BP	Total:	37 608.00
FROM BP	57000BP	Total:	37,608.00
		Net Change	0.00

From/To	Subject	Account Description	Transfer Amt.
57062	4111	Regular Hours - Perm	21,190.00
57062	4311	FICA	15 841.00
57062	6714	County Facility Rent	577.00
		Appropriation Total	37 608.00
57062	1955	Federal Categorical Program	37 608.00
		Revenue Total	37 608.00
		Net County Cost	0.00