

COUNTY OF SAN MATEO
Departmental Correspondence

Date January 14, 2002

Hearing Date: January 29, 2002

TO: Honorable Board of Supervisors

FROM: Charlene A. Silva, Director, Aging and Adult Services

SUBJECT: Older Americans Act Title III E Addendum to the New Beginning Coalition's Strategic Plan for Services for Older Adults and Adults with Disabilities for 2000-2005

RECOMMENDATION

Adopt a resolution authorizing the President of the Board of Supervisors to submit the Older Americans Act Title III E Addendum to the New Beginning Coalition's Strategic Plan for Services for Older Adults and Adults with Disabilities for 2000-2005 to the California Department of Aging (CDA)

Background

The New Beginning Coalition's Strategic Plan for Services to Older Adults and Adults with Disabilities for 2000-2005 (Strategic Plan) is the long-range plan for a continuum of services intended to meet the needs of San Mateo County's older adults and adults with disabilities. The San Mateo County Board of Supervisors officially adopted the Strategic Plan on August 21, 2001. It serves as the countywide umbrella plan for all other plans regarding older adults and adults with disabilities in San Mateo County including the Area Agency on Aging Plan that is required by the California Department of Aging (CDA) to receive Older Americans Act (OAA) and Community-Based Services Program (CBSP) funding.

The OAA was reauthorized on November 13, 2000 and amended to include a new federal program, Title III E, the Family Caregiver Support Program (FCSP). The CDA released funding for this program, and on October 2, 2001, your board approved an agreement with CDA for \$440,605 for development and implementation of FCSP. Recipients of these funds are required to develop a plan based on locally identified needs. This plan must also explain how the FCSP funds will be used to provide informal family caregiver support in specific service areas. The FCSP Addendum to the Strategic Plan fulfills this requirement.

Discussion

Funds from this grant are designated to provide services to family caregivers aged 18 and older, who provide care for individuals who are 60 years of age or older, as well as grandparents and other relative caregivers aged 60 and over who are responsible for and living with grandchildren

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aged 18 and under in San Mateo County. Services to be offered fall within five categories: Information, Assistance, Caregiver Support, Respite, and Supplemental Services. As part of the development process for this new program and per CDA Program Memo 01-10, Aging and Adult Services conducted a needs assessment using information previously identified in the Strategic Plan and feedback gathered from additional focus groups conducted countywide. The review of needs included a survey of existing providers and a series of four targeted community forums aimed at informal family caregivers residing in the four county service areas. This assessment process generated the FCSP Addendum to the Strategic Plan and a Request for Proposals.

The completed Addendum has been reviewed and approved by the San Mateo County Commission on Aging. A transmittal letter signed by the President of the Board of Supervisors is required to complete the processing. There is no fiscal impact on the County resulting from the approval of this Addendum to the Strategic Plan.

RECOMMENDED


HEALTH SERVICES AGENCY

RESOLUTION NO. _____

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

RESOLUTION APPROVING SUBMISSION OF THE OLDER AMERICANS ACT TITLE III E ADDENDUM TO THE NEW BEGINNING COALITION'S STRATEGIC PLAN FOR SERVICES FOR OLDER ADULTS AND ADULTS WITH DISABILITIES FOR 2000-2005 TO THE CALIFORNIA DEPARTMENT OF AGING

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

WHEREAS, this Board has designated itself as the Area Agency on Aging of San Mateo County to carry out a program pursuant to the Older Americans Act of 1965; and

WHEREAS, it is necessary and desirable that the Area Agency on Aging submit the Older Americans Act Title III E Addendum to the New Beginning Coalition's Strategic Plan for Services for Older Adults and Adults with Disabilities, which is required for final approval of Community-Based Services Program and Title III, Title III E, Title V, and Title VII Older Americans Act Funding to provide senior services; and

WHEREAS, this Board has been presented with the Older Americans Act Title III E Addendum to the New Beginning Coalition's Strategic Plan for Services for Older Adults and Adults with Disabilities for 2000-05 and has reviewed and approved the Addendum;

NOW, THEREFORE, IT IS RESOLVED that the Older Americans Act Title III E Addendum to the New Beginning Coalition's Strategic Plan for Services for Older Adults and Adults with Disabilities for 2000-05 is hereby approved, and the President of this Board of Supervisors is hereby authorized and directed to sign and submit the aforesaid Addendum for and on behalf of the County of San Mateo, and the Clerk of the Board shall attest the President's signature thereto.

**STRATEGIC PLAN ADDENDUM
2001/2002
TITLE III E – FAMILY CAREGIVER SUPPORT PROGRAM**

INTRODUCTION

This Addendum to the San Mateo County Strategic Plan for Services for Older Adults and Adults with Disabilities is intended to comply with the prescribed process of the California Department on Aging's (CDA) request that each Area Agency on Aging (AAA) throughout California develop a Family Caregiver Support Program (FCSP). The reauthorization of the Older Americans Act (OAA) in the fall of 2000 included an amendment establishing a new funding category for informal family caregivers. This amendment, Title III E, created funding for the establishment of an array of services to informal family caregivers caring for individuals over 60 years of age and for grandparents over the age of 60 and raising grandchildren age 18 years and younger. A total of 21 different services may be provided by the AAA through contracting with community providers. The services fall within the general categories of information, assistance, caregiver support, respite and supplemental services. Contracts will be granted to qualified agencies whose programs will supplement but not supplant existing services to this targeted population of San Mateo County. Following is a description of the Aging and Adult Services Division (which houses the AAA) of the San Mateo County Health Services Agency's activities involving establishment of this new program.

REVIEW OF FCSP NEEDS

The San Mateo County Strategic Plan for Services for Older Adults and Adults with Disabilities is developed every four years for the purpose of identifying service needs of older adults and adults with disabilities. Annual updates to the plan employ ongoing outreach to maintain current and effective program planning. The process involves a combination of activities including community forums, surveys, workgroups and conferences. Much of the information gleaned from the ongoing planning process for the Strategic Plan is relevant to development of the Addendum for the Family Caregiver Support Program and will be incorporated in this document. The following information reflects a synthesis of information from the ongoing planning process and new information gathered to create this new program for San Mateo County informal family caregivers.

Demographics:

The County's system of care can be viewed as three levels of service, each targeting a different level of consumer independence: the independent, those needing assistance to remain independent and those who are unable to live independently and reside in long-term care facilities. In an effort to ensure that individuals throughout San Mateo County

have access to a variety of services at the appropriate level of care, the county has been divided into four community service areas (CSAs), each containing a broad range of services that are accessible to older persons and adults with disabilities. Each CSA has a unique geography and demographic makeup, as well as particular needs requiring a specific mix of services.

The division into the four CSA's of North, Central, South and Coastside was accomplished through consideration of the following criteria:

- * Geographic boundaries and identified barriers
- * Ethnic and cultural areas
- * Population density
- * Transportation accessibility
- * Identified areas where the community looks for services, such as commerce centers, professional service centers and existing focal points for services

The Agency:

The Aging and Adult Services Division of San Mateo County serves as this county's Area Agency on Aging. This division, located within the Health Services Agency, was developed 20 years ago to provide comprehensive health and social services to San Mateo County's adults with chronic health care problems.

Existing Services:

The partnership between the County and community-based organizations provides an array of community and institutionally-based long term care services available to at-risk individuals residing in San Mateo County. These include Meals on Wheels, Long Term Care Ombudsman, Adult Day Care, Adult Day Health Care, Alzheimer's Day Care Resource Center, Adult Protective Services, a variety of Case Management programs, (Multipurpose Senior Services Program, Linkages, AIDS, and AIDS Waiver), Representative Payee, Home Health Care, In-Home Services, Paratransit Services (both door-to-door and curb-to-curb), Peer Counseling (in English and Spanish), and Public Guardian/Conservatorship.

Other services targeted to a more generalized adult population include Information and Assistance, Subsidized and Unsubsidized Employment, Peer Counseling, Congregate Nutrition, a variety of health programs –Preventive Health services, Medication Management services, Housing (including Subsidized Housing), Home Repair and Modification programs, Legal Assistance and Advocacy, Transportation, Education, Volunteer programs (including programs with stipends), and HICAP (Health Insurance Counseling and Advocacy Program).

San Mateo County's Caregivers:

As the number of seniors in San Mateo County (especially the number of seniors who are 85+) and the number of people with disabilities in general increases, we can anticipate an

upsurge in people who are providing care for spouses, family members, and friends. Fifteen percent of adults in the United States provide care for a relative who is seriously ill or has a disability. According to the U.S. Dept. of Labor, the typical caregiver is a 46-year-old woman who is employed. She spends 18 hours per week over a period of 4.5 years caring for her 77-year-old mother, who lives alone, yet nearby, and suffers from a chronic illness. While an average of 72% of caregivers are women, the proportion varies by culture: 52% of Asian caregivers, 67% of Hispanic caregivers, 74% of Caucasian caregivers, and 77% of African American caregivers are women.

Forty-one percent of caregivers for elders are also caring for children under the age of 18. Sixty-four percent of all caregivers work either full- or part-time. Half of all employed caregivers reported taking time off from work, coming in late, working fewer hours. Six percent gave up work entirely due to caregiving, and 3.6% took early retirement.

According to an article in the December 15, 1999, issue of the Journal of the American Medical Association, "the psychological stress associated with care for a disabled elderly spouse has been shown to significantly increase the risk of mortality for the caregiver."

Based on data from a national survey on caregiving, MetLife estimated that it loses \$11.1 billion per year in lost productivity. The cost would be over \$29 billion per year if caregivers providing care at lesser levels, part-time workers, and long-distance caregiving were included in the calculation.

In the nineties we have seen increased visibility of another group of caregivers—grandparents raising grandchildren. The lack of parents, whether due to medical problems, substance abuse, incarceration, death, or economic factors, is highlighting what seems to be an increasingly large group of seniors.

Some of those seniors continue to work in order to be able to afford to raise their grandchildren, juggling their time between earning a living and the multiple responsibilities associated with being a parent. Others, who are no longer working due to a disability or retirement, find themselves taking on the full-time task of raising another generation's children.

Many grandparents raising grandchildren feel that there is a scarcity of understandable information about services and support. While financial support is available in theory, in reality it is difficult for grandparents raising grandchildren to qualify for existing programs.

It is clear that caregivers make a lot of sacrifices, putting the well being of the persons they are caring for ahead of their own. They accept the lack of quiet, the physical and emotional stress associated with caregiving and do it for a variety of reasons. Caregivers play a pivotal role in maintaining the independence and quality of life of at-risk adults

and children. We need to look at expanding the support that is available to them—counseling, training and respite—that would enable them to continue effectively in their role as caregivers.

Assessing local need for family caregiver services:

Several avenues were used by the County Aging and Adult Services Division to accomplish a comprehensive review of community needs to be addressed by the Family Caregiver Support Program.

In addition to the broader Strategic Plan needs assessment activities, a survey was sent out to over 250 area service providers. The goal of the survey was to identify existing services specific to family caregivers, service gaps within the provider community and service expansion plans among community providers. It is the intention of the Strategic Plan as cited in the Plan Addendum to supplement existing services available to family caregivers. This Plan Addendum reflects the needs identified through these targeted needs assessment efforts with consideration of both existing and potential caregiver support services offered locally.

The planning process for the Strategic Plan 2000 included a series of 31 community forums. At these forums, seniors with a broad array of perspectives, including caregivers and grandparents raising grandchildren were given the opportunity to provide input on issues relevant to their needs. Additionally, specific to the Family Caregiver Support Program, four community forums were held throughout the county. These forums targeted caregivers from backgrounds representative of the diversity in San Mateo County.

PROGRAM DESCRIPTION

Sources of funding:

Funding sources are a mix of public and private dollars and in-kind services.

Vision/Mission:

The core mission of all California-based Area Agencies on Aging is to provide leadership in addressing issues that relate to older Californians: to develop community-based systems of care that provide services which support independence within California's interdependent society and which protect the quality of life of older persons and persons with functional impairments; and to promote citizen involvement in the planning and delivery of services. In San Mateo County, that goal has been expanded to ensure the delivery of client-centered, compassionate, and fiscally responsible services that foster self-determination, meet professional standards and ethics, and reflect the County's statement of beliefs.

Plan, based on highest need:

The Family Caregiver Support Program in San Mateo County will include services from

all five categories authorized. Services may be provided by contracted providers from within the community as well as divisions within the county itself. Available services will reflect needs identified both at the community forums and through the survey of providers. These services include an increased effort at distributing information about respite services, assistance with access to services through case management programs, counseling for caregivers, training – both in the classroom and one to one in the home, financial assistance for home modifications, assistance with purchase of respite services (in home, day care and overnight in facilities) as well as incorporating respite for grandparents through campership funds and respite day care for grandchildren and purchase of assistive devices. Legal services and transportation assistance have also been cited as a need locally as well as an increase in available support groups in both time and frequency.

Coordination:

Family Caregiver Support Program Funding will be used to supplement not supplant existing state-funded programs. As stated above, a comprehensive service infrastructure already exists within San Mateo County. Primarily, the care recipient has been the client for most services available. The most significant difference in this new funding is the opportunity to target the caregiver as the client for services. Through increased awareness of the caregiver as the client it is hoped this segment of the population will gain increased access to assistance through services offered both through Title III E funding and elsewhere. Wherever possible, existing infrastructure will be used. One-time-only funding can, however, be used to expand the existing infrastructure in support of serving the family caregiver.

GOALS AND OBJECTIVES

The following goals exist in the San Mateo County Strategic Plan for Services for Older Adults and Adults with Disabilities, Fiscal Year 2000 – Fiscal Year 2005. The objectives are presented in a format intended to coordinate with and supplement those included in the larger workplan. The objectives added reflect family caregiver needs identified through the planning process.

Information

Goal 2: Responding to Local Community Needs

To provide a coordinated network of services and supports that responds to local community needs.

Add:

Objective 1.6 - Use Title III E OAA funding to expand the level of information about available services for family and relative caregivers.

Access

Goal 2: Responding to Local Community Needs

To provide a coordinated network of services and supports that responds to local community needs.

Add:

Objective 1.7 - Use Title III E OAA funding to increase the availability of assistance in accessing services for family and relative caregivers.

Caregiver Support

Goal 2: Responding to Local Community Needs

To provide a coordinated network of services and supports that responds to local community needs

Add:

Objective 1.8 – Use Title III E OAA funding to provide counseling services to caregivers and their families.

Add:

Objective 1.9 - Use Title III E OAA funding to expand the availability of caregiver support through expansion of support group assistance.

Goal 4: Connecting People, Resources and Information

To provide information, education, training, and consultation that enable individuals and organizations to understand issues facing seniors and adults with disabilities, to be informed about resources, and to connect with services and supports.

Add:

Objective 2.4 - Use Title III E OAA funding to expand the availability of caregiver support by providing training to family and relative caregivers.

Add:

Objective 3.3 - Use Title III E OAA funding to expand the availability of caregiver support by providing counseling to family and relative caregivers.

Respite

Goal 2: Responding to Local Community Needs

To provide a coordinated network of services and supports that responds to local community needs.

Add:

Objective 1.9 - Use Title III E OAA funding to expand the availability of caregivers support by providing subsidized respite services to family and relative caregivers

Supplemental Services

Goal 2: Responding to Local Community Needs

To provide a coordinated network of services and supports that responds to local community needs.

Add:

Objective 2.11 - Use Title III E OAA funding to expand the availability of caregiver support by providing personal care, homemaker and/or chore services.

Add:

Objective 2.12 - Use Title III E OAA funding to expand the availability of caregiver support by providing reassurance and comfort.

Add:

Objective 2.13 – Use Title III E OAA funding to provide legal assistance and benefits counseling for family caregivers.

Add:

Objective 2.14 – Use Title III E OAA funding to provide meals on wheels to family caregivers.

Goal 3: Promoting Accessibility and Independent Living

To maximize the independence of seniors and adults with disabilities by promoting affordable, accessible housing and transportation in safe environments and ensuring physical and programmatic access to community-based services and supports.

Add:

Objective 2.4 – Use Title III E OAA funding to assist family caregivers with transportation to needed services.

Add:

Objective 3.6 - Use Title III E OAA funding to expand the availability of caregiver support by providing rental or purchase and monthly fee service of communication devices and medical equipment that enables caregivers to safely provide care for the recipient

Add:

Objective 3.7 - Use Title III E OAA funding to expand the availability of caregiver support by providing services and purchasing safety equipment that ensures the safety and security of caregivers in their home environment.

Add:

Objective 4.3 - Use Title III E OAA funding to expand the availability of caregiver support by providing minor home modification that enables caregivers to remain at home.

Continued on next page with Service Unit Plan

TITLE III E SERVICE UNIT PLAN: 2001-2002

First Year of the Title III E Planning Period, 2001-2003

Indicate the number of units of service to be provided with ALL funding sources, including federal funds, State funds, program income, and all local funds. Use only units of service identified in the Family Caregiver Support Program Service matrix, including any approved services in the "Other" category. Only the programs identified should be listed in the budget.

The Goals and Objectives column provides the AAA with an opportunity to relate each Title III E funded service to an objective statement. Goals and/or Objectives are required for every support service funded by the AAA for FCSP.

<u>Support Services/Categories</u>	<u>Unit of Service</u>	<u># of Units</u>	<u>Goals/Objectives</u>
<u>Service Information</u>			
Outreach	1 Contact	<u>550</u>	<u>2:1.6</u>
Community Education	1 Hour	<u>300</u>	<u>4:2.4</u>
<u>Access</u>			
Information and Assistance	1 Contact	<u>2000</u>	<u>2:1.7</u>
Comprehensive Assessment	1 Hour	<u>200</u>	<u>2:1.7</u>
Case Management	1 Hour	<u>2500</u>	<u>2:1.7</u>
Transportation	1 One-Way Trip	<u>100</u>	<u>3:2.4</u>
Assisted Transportation	1 One-Way Trip	<u>50</u>	<u>3:2.4</u>
<u>Caregiver Support</u>			
Counseling	1 Hour	<u>400</u>	<u>2:1.8</u>
Caregiver Support Group	1 Hour Meeting	<u>200</u>	<u>2:1.9</u>
Caregiver Training	1 Contact	<u>100</u>	<u>4:2.4</u>

Title III E Service Unit Plan, cont.'d.

Respite

In Home/Out of Home	1 Hour	<u>4000</u>	<u>2:1.10</u>
	1 Day	<u>500</u>	<u>2:1.10</u>
	1 Night	<u>250</u>	<u>2:1.10</u>

Supplemental Services

Minor Home Modification	1 Occurrence	<u>10</u>	<u>3:4.3</u>
Placement	1 Placement	<u>5</u>	<u>2:1.7</u>
Personal Care	1 Hour	<u>100</u>	<u>2:2.11</u>
Homemaker	1 Hour	<u>100</u>	<u>2:2.11</u>
Chore	1 Hour	<u>100</u>	<u>2:2.11</u>
Home Security and Safety	1 Occurrence	<u>25</u>	<u>3:4.3</u>
Assistive Devices	1 Single Occurrence	<u>10</u>	<u>3:2.4</u>
Visiting	1 Hour	<u></u>	<u>2:2.12</u>
Home Delivered Meals	1 Meal	<u>100</u>	<u>2:2.14</u>
Legal Assistance	1 Hour	<u>25</u>	<u>2:2.13</u>

Other – Specify (Requires CDA Approval)



HEALTH SERVICES AGENCY

Board of Supervisors:

Mark Church • Rose Jacobs Gibson • Richard S. Gordon • Jerry Hill • Michael D. Nevin

Health Services Director: Margaret Taylor

TRANSMITTAL LETTER

This Area Plan (Strategic Plan) Addendum to the 2000-2005 Strategic Plan for Services for Older Adults and Adults with Disabilities for PSA 8, is hereby submitted to the California Department of Aging (CDA) for approval. This Addendum, as required by CDA incorporates Title III E funded services for the Family Caregiver Support Program into existing San Mateo County AAA services. The Board of Supervisors of San Mateo County supports the development of community based systems of care and recognizes the responsibility within each community to establish systems in order to address the care needs of older persons and persons with functional impairments, their families, and caregivers.

1. _____ Date
President, Board of Supervisors

2. Charlene A. Silva 10/22/01
Director, Area Agency on Aging Date

The Area Agency Advisory Council—The Commission on Aging—has had the opportunity to participate in the planning process, and to review and comment on the Area Plan.

3. Heidi E. Kell 11-5-2001
President, Commission on Aging Date

AGING AND ADULT SERVICES • PUBLIC GUARDIAN

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