



## Agenda Submittal

**Agenda #:** 26 **Status:** Regular Calendar  
**Type:** Miscellaneous **Department:** County Administrator  
**File #:** 18-361 **Contact:** Birgitta E. Corsello, 784-6100  
**Agenda date:** 5/22/2018 **Final action:** 5/22/2018  
**Title:** Receive a verbal update regarding the Area Agency on Aging serving Napa and Solano (AAOA) transition and closeout efforts; Authorize the Board Chair to sign a letter of Intent to California Department of Aging regarding seeking designation for Planning and Service Area 28 (Napa and Solano Counties) for Older American Act services and Snap-Ed services; Consider and discuss preliminary concepts for new Area Agency on Aging structure; and Authorize the Board committee to send a letter Napa County outlining concepts for new Area Agency on Aging  
**Governing body:** Board of Supervisors  
**District:** All  
**Attachments:** 1. A - Letter to CDA, 2. B - Draft Agreement Concepts, 3. Concept for new PSA28 Draft, 4. Letter to California Department of Aging, 5. Minute Order

Date	Ver.	Action By	Action	Result
5/22/2018	1	Board of Supervisors	Approved	

Published Notice Required? Yes ☐ No ☒  
Public Hearing Required? Yes ☐ No ☒

### **DEPARTMENTAL RECOMMENDATION:**

The County Administrator's Office recommends that the Board of Supervisors:

1. Receive a verbal update from the County Administrator and county staff regarding the Area Agency on Aging Serving Napa and Solano (AAOA) transition and close out efforts;
2. Authorize the Board Chair to sign a letter of Intent to California Department of Aging regarding seeking designation for Planning and Service Area 28 (Napa and Solano Counties) for Older American Act services and Snap-Ed services;
3. Consider and discuss preliminary concepts for new Area Agency on Aging structure; and
4. Authorize the Board committee to send a letter Napa County outlining desired concepts for new Area Agency on Aging Planning Services Area 28 to serve Napa and Solano

### **SUMMARY:**

The Board requested to receive a verbal update regarding the Area Agency on Aging serving Napa and Solano (AAOA) transition and close out efforts currently in process with the California Department of Aging (CDA) as they proceed with ending their role as the designee for Planning and Service Area (PSA) 28, effective June 30, 2018. The Board is asked to authorize the Board Chair to sign a letter to the CDA indicating Solano County's intent to seek designation jointly with Napa County for PSA 28 for Older American Act services and Snap-Ed services. The Napa County Board of Supervisors is also being asked at its meeting on May 22<sup>nd</sup> to authorize its Chair to sign a similar letter to the CDA. The Board is also asked to consider and discuss initial concepts for a new Area Agency on Aging structure and to authorize the Board committee to

send a letter, with the concepts to be included in a new agreement between the two counties, to the Napa County Board for discussion with Napa County and the CDA.

### **FINANCIAL IMPACT:**

The existing AAOA is working closely with the CDA to complete financial claims and to reimburse the current providers of services for the Older American Act services funding, the Multi-purpose Senior Services program (MSSP) while the close out is occurring through June 30, 2018. Concurrently, the CDA is working on emergency contracts with existing providers to become effective July 1<sup>st</sup> for up to 180 days. In addition, Solano County Health and Social Services (H&SS) is working with Faith in Action and AAOA Prevention Early Access for Seniors (PEAS) staff that provides services to Solano County funded through MHSA. There is a financial impact to those county departments that are monitoring the AAOA transition who are engaged in developing documents and they will be working on the required state plans for the designated successor agency. Identified staff at this time includes staff from the County Administrator's Office, County Counsel, the Department of Health and Social Services - Public Health Division and Older and Disabled Adult Services (ODAS), and the County Auditor-Controllers' Office. The departments are absorbing the staff time within existing operating budgets.

### **DISCUSSION:**

#### Update

The Napa Solano AAOA was behind in its financial reporting to the CDA regarding its grant and contracts. The CDA has been assisting with remaining staff at the AAOA offices to prepare and process reimbursement claims for the AAOA so that sub grantees (local nonprofits serving Napa and Solano) are able to be reimbursed. The CDA is reviewing the existing AAOA sub grantee contracts for the Older American Act services, Snap-Ed services and Multi-purpose Senior Services funding in the two counties and is preparing emergency contracts to continue the services after July 1, 2018 for up to 180 days. These emergency contracts are proposed to be between the CDA and the existing providers.

#### Current Recommendations

The counties of Napa and Solano must each respond to the CDA in writing as to whether, neither, either alone, or both, intend to serve as the new Area Agency on Aging (AAA) for Planning and Service Area (PSA) 28 by May 23, 2018 (note that the CDA granted a two day extension to the initial deadline). Each county has first right of refusal and must notify the State of its intent. Staff from each county met initially to discuss requirements and ability to become the AAA for PSA 28, as well as the option that the CDA prepare and secure, by an RFP, a new nonprofit to function in this capacity. Napa County staff has indicated they are recommending on May 22<sup>nd</sup> that their Board affirm a staff recommendation for Napa to send a letter of intent to seek designation for the County to serve as the new AAA for PSA 28.

Solano County staff met with the Ad Hoc Board Committee established for the AAOA coordination and transition, Supervisors Brown and Spering, and after discussing concepts and requirements for a successor agency for the AAOA, concluded that Solano County should also send a letter of intent to jointly seek designation to the CDA for a new AAA with Napa. A draft letter (Attachment A) has been prepared for the Solano County Board for Board action to authorize the Board Chair to sign indicating the Solano County's intent to seek designation jointly with Napa County for a new AAA. A similar letter is being considered by the Napa County Board of Supervisors as well on May 22<sup>nd</sup>.

If the Board approves the recommended action to approve a letter of intent, it will trigger a number of State requirements that the two counties jointly will be required to complete in the next 60 days for submittal to the state for approval, including preparation of a new Area Plan on Aging and an operational plan agreement on how the AAA would operate.

The Solano Board committee has asked that staff prepare a list of concepts that should be included and considered in the development of an operational agreement between Solano and Napa and in an administrative plan for a new joint AAA to facilitate discussions over the next 60 days and share these concepts with the Board. (Attachment B - Draft Agreement Concepts) Currently, initial concepts include a recommendation from County Counsel that the Board considers entering into a Joint Exercise of Powers Agreement (JEPA) and a suggestion by H&SS staff that the counties consider establishment of a joint technical staff group which could include staff from each county's H&SS & Older and Disabled Adult programs. Staff is recommending that a new joint Oversight Board and Advisory Council be established, and that financial reporting and outward communication to clients and providers be coordinated with both counties.

**ALTERNATIVES:**

The Board could choose not to authorize the Board Chair to send a letter on behalf of Solano County to seek a designation jointly with Napa County to be the new AAA, which could result in either Napa County seeking and becoming the designee alone for both counties, or in the event neither county approves proceeding with seeking designation, then the CDA will be required by law to solicit proposals for another nonprofit organization do so.

**OTHER AGENCY INVOLVEMENT:**

County of Solano, County of Napa, and the California Department of Aging