



## Agenda Submittal

**Agenda #:** 26 **Status:** Approved  
**Type:** Contract **Department:** County Administrator  
**File #:** 18-568 **Contact:** Birgitta Corsello, 784-6100  
**Agenda date:** 8/28/2018 **Final action:** 8/28/2018  
**Title:** Consider submittal of the draft joint application of Napa and Solano Counties to the California Department of Aging to form a new Area Agency on Aging for Planning Service Area 28; Consider approving a draft Joint Exercise of Powers Agreement between Napa and Solano Counties to establish a new Area Agency on Aging for Planning Service Area 28; Authorize the County Administrator to sign the application documents; and Accept the initial start-up period (9 months) draft budget  
**Governing body:** Board of Supervisors  
**District:** All  
**Attachments:** 1. A - CDA Letter, 2. B - AAA Application and Exhibits, 3. Minute Order, 4. Executed JEPA

Date	Ver.	Action By	Action	Result
8/28/2018	1	Board of Supervisors	Approved	
8/14/2018	1	Board of Supervisors	Continued	

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

### **DEPARTMENTAL RECOMMENDATION:**

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

1. Consider submittal of the draft joint application of Napa and Solano Counties to the California Department of Aging to form a new Area Agency on Aging for Planning and Service Area 28; and
2. Consider approving a draft Joint Exercise of Powers Agreement between Napa and Solano Counties to establish a new Area Agency on Aging for Planning Service Area 28; and
3. Authorize the County Administrator to sign the application documents; and
4. Accept the initial start-up period (9 months) draft budget.

### **SUMMARY/DISCUSSION:**

On May 22, 2018 the Board of Supervisors approved seeking designation for Planning and Service Area 28 (Napa and Solano Counties) for Older American Act (OAA) services and Snap-Ed services. On June 7, 2018, the California Department of Aging (CDA) responded to Solano County's letter of intent and explained the process for Napa and Solano counties to submit a joint proposal (Attachment A - CDA Letter). Once received, CDA has 30 days to review the application proposal and may require revisions. The draft application to CDA is attached (Attachment B - Application). Staff will return to the Board with the final application document once it is reviewed by the State. On Friday August 17, 2018, Napa County Executive Officer notified the Solano County Administrator that Solano should be the lead agency, which was affirmed by the Napa Board of Supervisors on August 21, 2018. Therefore, the attached documents are revised to reflect this change.

Concurrently, staff from both counties have been working on a Joint Exercise of Powers Agreement (Exhibit F of Attachment B) which includes the request by the Solano County Board of Supervisors to add an alternate to the at-large Oversight Board member with staff's recommendation that the primary and alternate will annually

rotate voting membership; and the Napa County Board of Supervisors request to add alternates to the remaining Oversight Board members. Napa County also requested the addition of language in Exhibit A4 regarding potential audit findings. Not included pending direction from the Solano Board of Supervisors, but requested by the Napa Board of Supervisors, is the addition of a minimum 2 year term requirement for each County's Oversight Board City Council member and 4 year terms for each County's senior community (60+) and at large members. The Joint Exercise of Powers Agreement does not include any other significant modifications from the version provided to the Board of Supervisors on August 7, 2018. Counsel from both counties has reviewed the draft agreement.

#### **FINANCIAL IMPACT:**

The FY2018/19 Approved Budget appropriated \$51,030 for the Solano County required match for OAA services. The draft budget prepared by Napa County and presented to the Board on August 7, 2018 included an additional Solano County contribution of up to \$70,000 and an additional Napa County contribution of up to \$25,000. The updated budget for the initial year FY2018/19 (Exhibit D of Attachment B) proposes increases to both counties' contributions: \$81,519 for Solano County and \$29,406 for Napa County for the first 9 months (through June 30, 2019) for a total initial year cost of \$132,549 for Solano County and \$48,376 for Napa County. For FY2019/20 the preliminary budget estimate is an additional contribution of \$114,992 for Solano County and \$41,481 for Napa County for a total of \$166,022 for Solano County and \$60,451 for Napa County. The higher pro rata contribution in the first fiscal year is due to start up costs associated with creating a new area plan and issuing RFP's and contracts for providers. The ongoing portion of the budget remains under negotiation with Napa County. It is anticipated that Health & Social Services can absorb the additional cost start-up costs within its FY2018/19 Approved Budget General Fund contribution. However, the status of the H&SS' General Fund contribution expenditures will be evaluated at Mid-year and, if necessary, the County Administrative Office will request additional appropriations.

There is an additional financial impact to those county departments who are monitoring the AAoA transition to CDA and planning for the transition to a new agency. Identified staff at this time includes staff from the County Administrator's Office, the Department of Health and Social Services - Public Health Division and Older and Disabled Adult Services Bureau, and County Counsel.

#### **ALTERNATIVES:**

If the Napa County Board of Supervisors does not approve the draft Joint Exercise of Powers Agreement or draft budget, County staff will work with Napa County to finalize a revised agreement or budget and return to the Board with an alternate agreement or budget.

The Board could choose not to approve the draft initial year budget; however, Solano County staff have reviewed the start-up budget and believes the budget to be reasonable given the mandated start-up requirements. The budget for ongoing years remains under negotiation with Napa County.

#### **OTHER AGENCY INVOLVEMENT:**

The County of Napa, Solano County Health and Social Services, Public Health Division and Older and Disabled Adult Services Bureau staff, County Counsel, and the California Department of Aging.

#### **CAO RECOMMENDATION:**

**APPROVE DEPARTMENTAL RECOMMENDATION**