



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** May 13, 2015  
**Board Meeting Date:** June 16, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jean S. Fraser, Chief, Health System  
Lisa Mancini, Director, Aging and Adult Services

**Subject:** Amendment to the agreement with Self Help for the Elderly for the Health Insurance Counseling and Advocacy Program

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Self-Help for the Elderly to provide congregate nutrition, home-delivered meals, information and assistance services, and Health Insurance Counseling and Advocacy Program services for the term of July 1, 2014, through June 20, 2015, increasing the amount by \$24,974 for a new amount not to exceed \$521,790.

**BACKGROUND:**

On April 8, 2014, your Board as the Area Agency on Aging (AAA) approved the AAA FY 2014-15 Update to the Area Plan for Older Adults and Adults with Disabilities (Plan). This Plan provides a profile of the County's senior population, identifies activities to improve and expand existing services, as well as to develop new programs designed to address the current countywide needs, and recommends services to be funded with San Mateo County's Older Americans Act (OAA) funding allocations.

In November 2012, Aging and Adult Services (AAS) issued a Request for Proposals (RFP) to provide services to older adults and adults with disabilities for the term July 1, 2013, through June 30, 2015. Self-Help for the Elderly (SHE) was selected by the RFP Evaluation Committee to provide congregate nutrition, home-delivered meals, supplemental home-delivered meals, information and assistance services, and Health Insurance Counseling and Advocacy Program (HICAP) services, for the aforementioned term.

In August 2014, your Board authorized an agreement with SHE for the term July 1, 2014, through June 30, 2015, in the amount of \$491,892 to provide the above services at the San Mateo Center at Central Park to individuals 60 years and older with an

emphasis on those in economic and social need, and with particular attention to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas.

In September 2014 the Director of AAS authorized the first amendment to this agreement due to a contract language omission in Exhibit B, with no change in the term or amount.

In January 2015, the Director of AAS authorized an amendment adding \$4,720 received from Congregate Nutrition funds that were unspent at the end of FY 2013-14 from the past year's grants reconciliation and \$114 in Home Delivered Meals State Special Nutrition funds, with no change in the term but increasing the amount by \$4,834, for a new amount not to exceed \$496,816.

**DISCUSSION:**

This amendment allocates additional one time only federal funding received from State Health Insurance Program funds that were unspent at the end of FY 2013-14 and funds from the past year's grants reconciliation. These funds will be used to expand HICAP activities in the community and meet or exceed State benchmarks.

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

This amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by providing congregate nutrition, home delivered meals, information and assistance and HICAP services to older adults and adults with disabilities. In FY 2013-14, 92% (239 HICAP service recipients) of respondents felt that the HICAP counseling appointment was helpful and necessary to make an informed decision about Medicare coverage options.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Projected</b>
The number and percentage of HICAP service recipient respondents who felt the HICAP counseling was helpful and necessary to make an informed decision about Medicare coverage options	92% - Actual number of respondents: 239	94% - Projected number of respondents: 294

**FISCAL IMPACT:**

The term of the agreement is July 1, 2014, through June 30, 2015. This amendment increases the previously awarded amount of \$496,816 by \$24,974 to a new amount not to exceed \$521,790. There is no net county cost as a result of this action.