

FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, AUDITOR-CONTROLLER
 BY: *[Signature]* 11/25/09
 SUSANA GARCIA-BOCCONEGRA

310



**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

FROM: Office on Aging, Aging and Disability Resource Connection

SUBMITTAL DATE:
 November 25, 2009

SUBJECT: SCAN Health Plan Grant for the Riverside County Office on Aging, Aging and Disability Resource Connection 911 Senior Emergency Cellular Phone Program for FY 2009-2010.

RECOMMENDED MOTION: That the Board of Supervisors:

- 1) Ratify and authorize Chair of the Board to sign and execute the SCAN Health Plan Grant to support Riverside County Office on Aging, Aging and Disability Resource Connection 911 Senior Emergency Cellular Phone Program for Older Adults for FY2009-2010 (October 1, 2009 to July 31, 2010).
- 2) Direct the Auditor Controller to increase the Estimated Revenue and Appropriations by \$5,000 as outlined in Attachment A.

BACKGROUND: SCAN Health Plan has awarded Riverside County Office on Aging, Aging and Disability Resource Connection a Grant of \$5,000 to help support activities and delivery of the 911 Senior Emergency Cellular Phone Program. These funds will be used to assist with enhancement of marketing, outreach and distribution efforts of the 911 Senior Emergency Cellular Phone Program for Older Adults. This agreement is from October 1, 2009 to July 31, 2010 with the Riverside County Office on Aging, Aging and Disability Resource Connection. Attachment A reflects revenues and appropriations for FY 2009-2010 only. (Continued next page...)

[Signature: Edward F. Walsh]
 Edward F. Walsh, Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 5,000	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	09/10

SOURCE OF FUNDS: Local 100%	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE
 BY: *[Signature: Lani Sioson]*
 Lani Sioson

County Executive Office Signature

Dep't Recomm.: Consent Policy
 Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: | **District:** ALL | **Agenda Number:**

3.19

Departmental Concurrence

Continued

Please note that the funds being provided by SCAN Health Plan are to assist the 911 Senior Emergency Cellular Phone Program. The goal of the 911 Cell Phone Program is to enhance the quality of life for at risk seniors 60 years of age or older and to enhance the safety and well being of seniors who are at risk of institutionalization. The cell phone program is also designed to enable such seniors who are alone to have immediate access health care or other first responders in time of crisis.

There is no impact to county general fund and we are requesting for no matching requirements.

**OFFICE ON AGING
ATTACHMENT A**

INCREASED ESTIMATED REVENUE

21450 5300100000	781360 Other Miscellaneous Revenue	5,000
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TOTAL INCREASED ESTIMATED REVENUE		5,000
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INCREASED APPROPRIATION

21450 5300100000	523700 Office Supplies	1,000
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21450 5300100000	523720 Photocopying	500
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21450 5300100000	523760 Postage-Mailing	500
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21450 5300100000	527780 Special Program Expense	1,500
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21450 5300100000	529040 Private Mileage Reimbursement	1,500
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TOTAL INCREASED APPROPRIATION		5,000
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Attachment A: SCAN Health Plan Grant

Date: November 9,2009



COPY

3800 Kilroy Airport Way
Suite 100, P.O. Box 22616
Long Beach, CA 90801-5616

TEL 562 989.5100
FAX 562 989.5200

Ed Walsh
Riverside County Office on Aging
6296 Rivercrest Drive, Suite K
Riverside, CA 92507

September 24, 2009

Mr. Walsh,

On behalf of the SCAN Health Plan Community Giving Committee, I am pleased to inform you that Riverside County Office on Aging has been selected to receive a one-time, community grant from SCAN Health Plan. Your organization has been selected to receive \$5,000.

SCAN Health Plan's Community Giving program is focused on providing much needed funds to support programs serving the senior population in the communities we serve. We have selected Riverside County Office on Aging because of your strong reputation in the community and your record of service and dedication to the senior population.

This grant has been awarded to support Riverside County Office on Aging 911 Senior Emergency Cellular Phone Program for older adults.

The only restrictions placed on the funding are:

- Must be utilized for the 911 Senior Emergency Cellular Phone Program
- No more than 5% can go towards administrative services

In order to receive the grant, please submit :

- 1) Copy of your Exemption Letter
- 2) Copy of your W9
- 3) Signed one page "Letter of Intent for Funding Use" stating:
 - Contact Name, email and phone number
 - Organization name and address
 - Brief description of your organization
 - Target population
 - How your organization will utilize the monies
 - Who the check payable should be made out to

Please send the completed letter to:
SCAN Health Plan Community Giving
c/o Sherry Stanislaw
3800 Kilroy Airport Way, Suite 100
Long Beach, CA 90806

Additionally, you will be required to submit an "Update Report" at the end of the calendar year explaining how the funds were used and achieved outcomes. The "Update Report" will be emailed to you in December 2009. ?

Congratulations on your selection to receive a Community Giving grant from SCAN Health Plan

The Committee and I are pleased to recognize your organization for its commitment to the senior population, that being said we would strongly prefer that the funding received remains confidential between our two organizations.

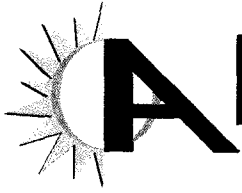
Thank you for the continued service you provide to the senior community in Riverside.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sherry Stanislaw', with a long horizontal line extending to the right.

Sherry Stanislaw
Chair, SCAN Health Plan Community Giving Committee

Please note that the funds being provided to you pursuant to this grant are being provided by SCAN Health Plan solely for the purpose of advancing the charitable purpose and mission of SCAN Health Plan. SCAN Health Plan's mission is to continue to find ways of enhancing seniors' ability to manage their health and to continue to control where and how they live. Accordingly, the funds being provided to you are without restriction, are not contingent or conditioned on any use, other than as set forth above in this letter -- including without limitation the following: (i) restrictions or preferences on the use of such funds to benefit SCAN members; (ii) to the extent your agency currently holds a contract with SCAN, continuation of such contract or agreement on any particular terms or on any terms at all, and (iii) referrals or recommendations to your clients that are not currently SCAN members to become SCAN members



RIVERSIDE COUNTY OFFICE ON AGING

...the right to age with dignity

Date: October 6, 2009

RE: Riverside County Office on Aging Employer ID Number

TO: Scan Health Care

Riverside County Office on Aging is a department of the County of Riverside and as such is covered by the Riverside County Employer Identification Number 95-6000930 and the State of California Employer ID # 800-9595-3.

According to the provisions of Internal Revenue Code (IRC) Section 115, the income of the Office on Aging is not subject to the imposition of federal income tax.

IRC Section 115 provides that gross income does not include any income of a state or political subdivision thereof, which accrues with regard to a government purpose. California Government Code Section 23000 defines a county as the largest political subdivision of a state. The Department has no existence independent of the county.

Therefore, income attributable to the County of Riverside through the Department is not subject to the imposition of Federal income tax.

Cordially yours,

Hilary F. Clarke
Deputy Director, Administrative Services.

◆ **West County Office**

6296 River Crest Drive, #K,
Riverside, CA 92507
(951) 867-3800
(951) 867-3830 – FAX

Edward F. Walsh, Director

For Information/Assistance, Call:

1-800-510-2020 T.T # (951) 697-4699

◆ **Hemet Office**

1075 North State Street, Hemet, CA 92543
(951) 791-3565 (951) 791-3553 – FAX

◆ **East County Office**

73750 Catalina Way
Palm Desert, CA 92260
(760) 341-0401
(760) 340-9585 - FAX

Form **W-9**
(Rev. December 1998)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do NOT
send to the IRS.

Name (if a joint account or you changed your name, see Specific Instructions on page 2.)
COUNTY OF RIVERSIDE

Business name, if different from above. (See Specific Instructions on page 2.)

Check appropriate box: Individual/Sole proprietor Corporation Partnership Other **GOV'T AGENCY**

Address (number, street, and apt. or suite no.)
PO BOX 1326/4080 LEMON ST. 11th FLR

City, state, and ZIP code
RIVERSIDE, CA. 92502-1326

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, if you are a resident alien OR a sole proprietor, see the instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see How To Get a TIN on page 2.

Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.

Social security number								

OR

Employer identification number								
9	5	6	0	0	0	9	3	0

List account number(s) here (optional)

Part II For Payees Exempt From Backup Withholding (See the instructions on page 2.)

Part III Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions.—You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 2.)

Sign Here Signature *Jeri Dell* Date

Purpose of Form.—A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are an exempt payee.

Note: If a requester gives you a form other than a W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

What is Backup Withholding?—Persons making certain payments to you must withhold and pay to the IRS 31% of such payments under certain conditions. This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

If you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return, payments you receive will not be subject to backup withholding. Payments you receive will be subject to backup withholding if:

- You do not furnish your TIN to the requester, or
- The IRS tells the requester that you furnished an incorrect TIN, or
- The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
- You do not certify to the requester that you are not subject to backup withholding under 3 above (for reportable interest and dividend accounts opened after 1983 only), or
- You do not certify your TIN when required. See the Part III instructions on page 2 for details.

Certain payees and payments are exempt from backup withholding. See the Part II instructions and the separate instructions for the Requester of Form W-9.

Penalties

Failure To Furnish TIN.—If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil Penalty for False Information With Respect to Withholding.—If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal Penalty for Falsifying Information.—Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs.—If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.



RIVERSIDE COUNTY OFFICE ON AGING

...the right to age with dignity

LETTER OF INTENT FOR FUNDING USE

Organization: Riverside County Office on Aging,
Aging and Disability Resource Connection
6296 River Crest Dr. Ste K
Riverside, CA 92507

Contact: Renee Dar-Khan, Supervising Program Specialist
951-867-3800 rdarkhan@co.riverside.ca.us

Organization Description:

Riverside County Office on Aging, Aging and Disability Resource Connection (ADRC) was designated on June 18, 1974, by the Board of Supervisors, as a County Department on Aging for Planning and Service Area (PSA) 21. It serves as the official Area Agency on Aging throughout Riverside County, California. Riverside County Office on Aging, under the Federal Older Americans Act and Older Californians Act, is charged to provide leadership in developing a system of care services for older persons and adults with disabilities in Riverside County. Under the governance of the Riverside County Board of Supervisors and a seventeen-member citizen advisory council, The Office on Aging provides customer-centered services based on the vision, purpose, core value, and promise statement defined in our Strategic Plan


Target Population:

Riverside County residents age 60 years and older and adults with disabilities.

Use of Funds: 911 SENIOR EMERGENCY CELLULAR PHONE PROGRAM

SCAN grant funds would be used to fund the enhancement of marketing, outreach and distribution efforts of the 911 cellular phone program. The program targets frail, at risk seniors who live alone, and may have mobility or other functional deficits that render the use of a standard fixed phone difficult if not impossible during a crisis. At risk seniors who have a caregiver in their private residence, but are left alone by necessity from time to time are also eligible to receive a cellular phone. The advantage of delivering the cellular phone to the senior is that it gives the opportunity to assess the senior in their home environment to determine what other services or programs may benefit the senior and promote their continued independence in the community. The goal of 911 Cell Phone Program is to enhance the quality of life for at risk seniors 60 years of age or older and to enhance the safety and well being of seniors who are at risk of institutionalization. The cell phone program is also designed to enable such seniors who are alone to have immediate access to health care or other first responders in time of crisis. The Riverside County Office on Aging receives generous donations of cellular phones from county employees and individuals from the community. Cellular phones are only capable of connecting to 911. There is no need to be connected to a service; therefore the program is free to the eligible senior.

Check payable to: Riverside County Office on Aging

Signature: 
Edward F. Walsh, Director

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6296 River Crest Drive, #K,
Riverside, CA 92507
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