

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

715 A



**SUBMITTAL DATE:**  
June 15, 2011

**FROM :** Office on Aging

**SUBJECT:** FY 2011/2012 Standard Agreement HI-1112-21 between California Department of Aging (CDA) and County of Riverside for Health Insurance Counseling and Advocacy Program (HICAP)

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve and direct the Auditor Controller's Office to make the budget adjustment as shown in Schedule A, attached.
2. Return all 2 copies to the Office on Aging for further processing.

**BACKGROUND:** Funds provided under this agreement support the provision of services, programs and other activities for senior citizens countywide in accordance with the Older Californians Act.

The services provided by Health Insurance Counseling and Advocacy Program (HICAP) include counseling and advocacy for Medicare beneficiaries and community education to the public at large.

Continued next page...

*Edward F. Walsh*

Edward F. Walsh, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 39,665	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ 0	For Fiscal Year:	11/12

<b>SOURCE OF FUNDS:</b> Federal 34% and State 66%	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input checked="" type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

BY: *Lahi Sioson*  
Lahi Sioson

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Buster, seconded by Supervisor Stone and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley  
 Nays: None  
 Absent: None  
 Date: August 16, 2011  
 xc: office on Aging, Auditor, EO

Kecia Harper-Ihem  
 Clerk of the Board  
 By: *[Signature]*  
 Deputy

AUG 16 2011

Prev. Agn. Ref.:	M.O. 3.36, June 14, 2011	District: All	Agenda Number:	3.66
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ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

FISCAL PROCEDURES APPROVED  
 BY PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY *[Signature]*  
 SAMUEL WONG  
 Departmental Concurrence

FORM APPROVED COUNTY COUNSEL  
 BY NEAL R. KIPNIS  
 DATE

Consent  
 Policy  
 Consent  
 Policy

Dept's Recomm.:  
 Per Exec. Off.:

From: OFFICE ON AGING

**SUBJECT:** FY 2011/2012 Standard Agreement HI-1112-21 between California Department of Aging (CDA) and County of Riverside for Health Insurance Counseling and Advocacy Program (HICAP)

This agreement is from July 1, 2011 to June 30, 2012 in the amount of \$458,046 and the sources of funds are \$155,720 Federal (34%) and \$302,326 State (66%).

The amount of \$418,381 has been already processed through the countywide recommended adopted by the Board of Supervisors on June 13, 2011; which reflects an underestimated amount of \$39,665, therefore a budget adjustment is needed as outlined on schedule "A".

This agreement reflects the current contract from California Department of Aging and is subject to some modifications based on the State final legislative process.

There is no impact to County General Funds and we are requesting for no additional matching funds.

OFFICE ON AGING  
SCHEDULE A

**Adjusting revenues and appropriations:**

DECREASE ESTIMATED REVENUE

21450-5300100000-751600	CA-Other Aid to Health	<u>343</u>
		343

INCREASE ESTIMATED REVENUE

21450-5300100000-767140	Fed-Misc Reimbursement	<u>40,008</u>
	Total	40,008

INCREASE APPROPRIATIONS

21450-5300100000-510040	Regular Salaries	3,625
21450-5300100000-536200	Contributions to Non-Co Agency	<u>36,040</u>
	Total	39,665

Date: 6/22/11

**SUBJECT:** FY 2011/12 Standard Agreement HI-1112-21 between California Department of Aging (CDA) and County of Riverside for Health Insurance Counseling and Advocacy Program (HICAP)

## CALIFORNIA DEPARTMENT OF AGING

1300 NATIONAL DRIVE, SUITE 200  
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 TDD Only: 1-800-735-2929  
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# PROGRAM MEMO

TO: <b>Area Agency on Aging Directors</b>	NO.: <b>PM 11-08(P)</b>
SUBJECT: <b>Fiscal Year 2011-12 Health Insurance Counseling and Advocacy Program Budget Displays and Contracts</b>	DATE ISSUED: <b>May 9, 2011</b>
REVISED	EXPIRES: <b>June 30, 2012</b>
REFERENCES: <b>Older Californians Act, Welfare and Institutions Code 9100, et. seq.</b>	SUPERSEDES: N/A
PROGRAMS AFFECTED: <input type="checkbox"/> All <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III-C1/C2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-E ] Title V <input checked="" type="checkbox"/> HICAP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> Other: _____	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other Specify: <b>Transmit HICAP Original Contracts</b>	
INQUIRIES SHOULD BE DIRECTED TO: <b>Your Assigned CDA Fiscal Team Specialist</b>	

The purpose of this Program Memo (PM) is to transmit your Health Insurance Counseling and Advocacy Program (HICAP) Budget Displays and Contracts for Fiscal Year (FY) 2011-12.

The amount of State funds (Insurance Funds and HICAP Funds) is based on the FY 2011-12 Proposed Governor's Budget. Since the 2005-06 Enacted Budget, baseline increases in State funding are allocated based on the number of Area Agencies on Aging (AAA) receiving HICAP funds (50 percent of funds by flat rate) and Medicare beneficiaries (50 percent of funds by beneficiary population). The present allocation is based on updated 2007 Medicare Beneficiary population data, which is the latest data available from the Centers for Medicare and Medicaid Services (CMS).

The total of federal funding being allocated is based on the 2011 State Health Insurance Assistance Program (SHIP) grant award. The baseline SHIP Grant for 2011 reflects an increase of \$366,055 over the baseline for 2010.

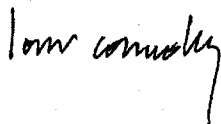
Baseline increases in federal funding above Budget Act of 2000 levels are allocated based on the number of AAAs receiving HICAP funds (50 percent of funds by flat rate) and Medicare beneficiaries (50 percent of funds by beneficiary population). The present allocation is based on updated 2007 Medicare Beneficiary population data as stated above.

### **FY 2011-12 Contract and Budget Display**

Please note that this PM conveys both your HICAP Budget Display and HICAP Contract. No Planning Estimates were issued in advance of these documents because of delays in the appropriation process.

**Budget Due Date**

The original FY 2011-12 HICAP Budget form, California Department of Aging (CDA) 229, is due to your CDA Fiscal Team Specialist as soon as possible, but no later than 30 days from the date of this PM. The HICAP Budget Form is located on the CDA website at [www.aging.ca.gov/aaa/fiscalFormDocument.asp](http://www.aging.ca.gov/aaa/fiscalFormDocument.asp) under "HICAP Documents." Submit budgets electronically to the CDA Fiscal and Contracts Team using the Team's HICAP fiscal email boxes. The original CDA 229 must incorporate the amounts specified in the HICAP Budget Display attached to your FY 2011-12 HiCAP Contract.



Lora Connolly  
Acting Director

Attachment - (Contract package will be mailed to the AAA Contract Representative.)

**Exhibit B - Budget Detail, Payment Provisions, and Closeout  
 HICAP Budget Display  
 Fiscal Year 2011/12  
 County of Riverside**

	PROGRAM BASELINE	ONE-TIME ONLY	TOTAL	NET CHANGE
<b>HICAP Program</b>				
HICAP Fund	95,084	-	95,084	-
Reimbursements (Ins Fund)	190,216	-	190,216	-
Federal SHIP Funds	141,564	-	141,564	-
<b>TOTAL HICAP Program</b>	<b>426,864</b>	<b>-</b>	<b>426,864</b>	<b>-</b>
<b>HICAP Administration</b>				
HICAP Fund	5,672	-	5,672	-
Reimbursements (Ins Fund)	11,354	-	11,354	-
Federal SHIP Funds	14,156	-	14,156	-
<b>TOTAL Administration</b>	<b>31,182</b>	<b>-</b>	<b>31,182</b>	<b>-</b>
<b>Grand Total All Funds</b>	<b>458,046</b>	<b>-</b>	<b>458,046</b>	<b>-</b>
<b>Funding Summary</b>				
HICAP Fund	100,756	-	100,756	-
Reimbursements (Ins Fund)	201,570	-	201,570	-
Federal SHIP Funds	155,720	-	155,720	-
<b>Total Funds</b>	<b>458,046</b>	<b>-</b>	<b>458,046</b>	<b>-</b>

\*\*Funds for this contract are provided by using the following Centers for Medicare & Medicaid Services grants:

CFDA#	Project Title	Award #	Effective Date
93.779	State Health Insurance Assistance Program	1N0CMS020196-19-00	4/1/2011
93.779	State Health Insurance Assistance Program	1N0CMS020196-20-00	4/1/2012