

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

137



SUBMITTAL DATE:
January 6, 2014

FROM: Office on Aging

SUBJECT: FY2013/2014 Standard Agreement H9-1314-21, Amendment 1 between California Department of Aging (CDA) and County of Riverside for Health Insurance Counseling and Advocacy Program (HICAP). [District – ALL] [Total Cost: \$5,067] [Source of Funds – 100% Federal].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and Authorize Chair to execute FY2013/14 Standard Agreement H9-1314-21, Amendment 1 (July 1, 2013 to March 31, 2014) with the California Department of Aging (CDA).
2. Approve and direct the Auditor-Controller to increase Estimated Revenue and Appropriations by \$5,067 as outlined in Schedule A.
3. Return four (4) copies of the agreement to Riverside County Office on Aging for further processing.

BACKGROUND:

Summary

This amended agreement and budget display provides the allocation of reconciled Federal One-Time-Only (OTO) Health Insurance Counseling and Advocacy Program (HICAP) funding.

(Continued on Page 2)

Michele Haddock
Michele Haddock
Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 5,067	\$ 0	\$ 5,067	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: Federal 100%				Budget Adjustment: Yes	
APPROVE				For Fiscal Year: 2013/2014	

C.E.O. RECOMMENDATION:

County Executive Office Signature

BY: *Lani Sison*
Lani Sison

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: January 28, 2014
xc: Office on Aging, Auditor

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

Prev. Agn. Ref.: 3-Office on Aging, Auditor District: ALL

Agenda Number:

3-19

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: FY2013/2014 Standard Agreement H9-1314-21, Amendment 1 between California Department of Aging (CDA) and County of Riverside for Health Insurance Counseling and Advocacy Program (HICAP).
[District – ALL] [Total Cost: \$5,067] [Source of Funds – 100% Federal].

DATE: January 6, 2014

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BACKGROUND:

Summary (continued)

The amendment also includes information and instruction for the use of OTO funds:

The original agreement was approved and signed by the Board of Supervisors on July 30, 2013, Agenda Item 3-41; for the amount of \$335,545. This amendment shows an increase of \$5,067 in OTO Federal SHIP Funds, which results to a total amount of \$340,612. Therefore, an adjustment to our Department budget is needed, as shown in Schedule A.

Under the terms of this agreement with CDA, OTO funds must be expended by March 31, 2014.

The parties agree to comply with the terms and conditions including the purposes for which they were originally allocated:

1. To increase one-on-one counseling services.
2. Increase outreach and education activities.
3. Maintain and expand quality assurance activities.
4. Augmenting HICAP staff and volunteer base on meet the needs of the increasing numbers of Medicare-eligible beneficiaries.
5. Outreach and counseling services to low-income, dual-eligible and hard-to-reach populations.
6. Training HICAP staff on accurate and thorough reporting of all HICAP activities.
7. Designing activities to enhance HICAP services to clients with limited English proficiency.

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

Impact on Citizens and Businesses

These funds are to be utilized in accordance with HICAP eligible service population, which means Medicare Beneficiaries, including Medicare Beneficiaries by virtue of a disability and those persons imminent of Medicare eligibility.

ATTACHMENTS:

A. BUDGET ADJUSTMENT

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: FY2013/2014 Standard Agreement H9-1314-21, Amendment 1 between California Department of Aging (CDA) and County of Riverside for Health Insurance Counseling and Advocacy Program (HICAP).
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Office on Aging
Schedule A
FY 2013/2014

Increase Office on Aging Estimated Revenue:

21450-5300100000-767140	Fed-Misc. Reimbursement	\$	5,067
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Increase Office on Aging Appropriation:

21450-5300100000-536200	Contrib. to Non-County Agency	\$	5,067
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RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on January 28, 2014, that Jeff Stone, the Chairman of this Board is authorized and directed to execute on behalf of said County the State of California Standard Agreement No. H9-1314-21 between the Riverside County and the California Department of Aging providing for: Health Insurance Counseling and Advocacy Program (HICAP).

ROLL CALL:

Ayes:	Jeffries, Tavaglione, Stone, Benoit and Ashley
Nays:	None
Absent:	None
Abstain:	None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA HARPER-IHEM,
Clerk of the Board

BY 
Deputy Clerk

STATE OF CALIFORNIA
BOARD OF SUPERVISORS } §
COUNTY OF RIVERSIDE }

I, April Eckles, Deputy Clerk of the Board for the County of Riverside, do hereby certify that the foregoing is a full, true and correct copy of Standard Agreement No. No. H9-1314-21, approved by the Board of Supervisors at a regular meeting duly held and convened on January 28, 2014, at which meeting a quorum of said Board was present and acting throughout.

Furthermore, I hereby certify that according to provisions of Government Code Section 25103, a copy of Standard Agreement No. No. H9-1314-21 was delivered to the Chairman of the Board, Jeff Stone.

Dated this 28th day of January, 2014

WITNESS my hand and official seal

Kecia Harper-Ihem, Clerk of the Board

By: 
Deputy

Exhibit B - Budget Detail, Payment Provisions, and Closeout

HEALTH INSURANCE COUNSELING AND ADVOCACY PROGRAM
Budget Display
Fiscal Year 2013/14
July 1, 2013 - March 31, 2014 (Nine Months)
County of Riverside

	PROGRAM BASELINE	ONE-TIME ONLY	TOTAL	NET CHANGE
HICAP Funds				
Reimbursements (Ins Fund)	153,209	-	153,209	-
State HICAP Fund	76,585	-	76,585	-
Federal SHIP Funds	105,751	5,067	110,818	5,067
TOTAL HICAP Funds	335,545	5,067	340,612	5,067

The maximum allowable funding available from the allocations above for Administration is:

Reimbursements (Ins Fund)	10,490
State HICAP Fund	5,241
Federal SHIP	10,575

The minimum that must be expended for Mental Health Pharmaceutical Benefits Counseling/Outreach/Education is:

Federal SHIP	5,529
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****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	1NOCMS020196-21	4/1/2013

CALIFORNIA DEPARTMENT OF AGING

1300 National Drive, Suite 200
SACRAMENTO, CA 95834
Internet Home Page: www.aging.ca.gov
TDD Only 1-800-735-2929
FAX Only (916) 928-2500
(916) 419-7531



December 3, 2013

To: COUNTY OF RIVERSIDE

Enclosed are four Standard Agreements for Contract Number H9-1314-21, Amendment 1, in the amount of \$ 340,612.00 which increases the contract amount by \$ 5,067.00. Any additional documents that need to be submitted with this contract are checked below:

☐ Insurance Certificate or letter of self-insurance for: ☐ General Liability (7/1/2014)
☐ Auto (7/1/2014)
☐ Professional (10/1/2014)

☒ Resolution (True) ☐ No Resolution (False)

☐ No Documents Required

Please sign and return all four copies of the Contract and any additional documents required to:

California Department of Aging
1300 National Drive, Suite 200
Sacramento, CA 95834

If you have any questions, please contact me at (916) 419-7157. Thank you.

Don Fingado
Contract Analyst
California Department of Aging



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To learn more about saving energy, visit the CDA web site at www.aging.ca.gov

CALIFORNIA DEPARTMENT OF AGING

1300 NATIONAL DRIVE, SUITE 200

SACRAMENTO, CA 95834-1992

www.aging.ca.gov

TDD Only 1-800-735-2929

FAX (916) 928-2267

TEL (916) 419-7500



PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: Area Agency on Aging Directors	NO.: PM 13-12(P)
SUBJECT: HICAP Fiscal Year 2013-14 Health Insurance Counseling and Advocacy Program Contract Amendment #1	DATE ISSUED: December 6, 2013
REVISED:	EXPIRES: March 31, 2014
REFERENCES: Older Californians Act, Welfare and Institutions Code 9100, et. seq.	SUPERSEDES: PM 13-07(P)
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 <input type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input type="checkbox"/> Title VII <input type="checkbox"/> CBAS <input checked="" type="checkbox"/> Other: HICAP	

Purpose

This Program Memo (PM) transmits your Fiscal Year (FY) 2013-2014 Health Insurance Counseling and Advocacy Program (HICAP) Contract Amendment #1 and revised HICAP H9 Budget Display.

Amendment Contents

The California Department of Aging (CDA) is amending the contract to allocate \$296,831 in One-Time Only (OTO) State Health Insurance Assistance Program (SHIP) funds. These funds comprise unspent Area Agency on Aging (AAA) SHIP grant funds from FY 2012-2013. No additional administration dollars are available from these OTO funds.

Expenditure Details/Deadlines

Your AAA must expend OTO funds by March 31, 2014. Expenditures must be consistent with SHIP grant Terms and Conditions and your AAA's previously submitted line item budgets. Submit a revised HICAP Budget (CDA 229) incorporating the attached H9 HICAP Budget Display Amendment #1 to your Fiscal Team Specialist as soon as possible, but no later than 30 days from the date of this PM.

The HICAP Budget (CDA 229) is located on CDA's website at:

http://www.aging.ca.gov/ProgramsProviders/AAA/Fiscal_Form_Documents/

Continued on next page

Inquiries


For fiscal inquiries, contact your assigned Fiscal Team Specialist.
For programmatic inquiries, contact your assigned HICAP Specialist.

Enclosures

This Program Memo includes the following enclosures:

- H9 HICAP 2013-2014 Amendment #1
- H9 HICAP 2013-2014 Amendment #1 Budget Displays

Enclosures will be mailed to each AAA's Contract Representative.



Lora Connolly
Director