

County of Sonoma			Clerk of the Board Use Only	
Agenda Item Summary Report			Meeting Date ____/____/____	
Department: Human Services Department			Agenda Item No: _____	
			<input type="checkbox"/> 4/5 Vote Required	
Contact: Diane Kaljian	Phone: (707) 565-5950	Board Date: 05/12/09	Deadline for Board Action: 5/12/09	
AGENDA SHORT TITLE: Memorandum of Understanding – Area Agency on Aging (AAA)				
REQUESTED BOARD ACTION: Resolution approving the memorandum of understanding (MOU) with three area agencies on aging which designates the Sonoma County AAA as the lead agency to administer the North Bay Health Insurance Counseling and Advocacy Program (HICAP) contract in six counties and authorizing the Director of the Human Services Department and Director of the Area Agency on Aging to sign the MOU.				
CURRENT FISCAL YEAR FINANCIAL IMPACT				
Estimated Cost	\$	000.00	Contingencies (Fund Name:)	\$ 000.00
Amount Budgeted	\$	000.00	Unanticipated Revenue (Source:)	\$ 000.00
Other Available Approp. (Explain Below)	\$	000.00	Other Transfer(s) (Source:)	\$ 000.00
Additional Requested:	\$	000.00	Total Source of Funds:	\$ 000.00
Explanation (if required): Appropriations related to this program have been budgeted in the Department’s FY 2009-10 recommended budget, subject to approval by the Board of Supervisors.				
Prior Board Action(s): 06/26/01 – Resolution #01-0765 - Authorized memorandum of understanding (MOU) for HICAP services				
Alternatives – Results of Non-Approval: The MOU is required by the California Department of Aging in order to receive contract funds to administer the HICAP contract.				

Background:

The Health Insurance Counseling and Advocacy Program (HICAP) provides counseling, informal advocacy, education, and legal referral to eligible seniors and the general public on Medicare, long-term care planning, private health and long term care insurance options, managed health care plans and related managed health care plans. The program provides information which is helpful in the prevention of premature institutionalization and the personal and societal cost associated with it. Senior Advocacy Services (SAS) utilizes experience staff and trained volunteers to provide the Health Insurance Counseling Program (HICAP) in six counties.

The Sonoma County Area Agency on Aging (AAA), with the AAA Advisory Council, has developed a memorandum of understanding (MOU) which designates the AAA as the lead agency to administer the North Bay Health Insurance Counseling and Advocacy Program (HICAP) services in the counties of Sonoma, Marin, Lake, Mendocino, Solano, and Napa. The Board of Supervisors has been designated the Sonoma County AAA by the California Department of Aging (CDA) and is requested to approve and sign the MOU in order to carry out the administration of these services.

There are four area agencies on aging involved with a total of six counties in the service area. These are the Sonoma County AAA, Marin County AAA, Lake-Mendocino AAA, and Solano-Napa AAA. Since August 1996 representatives of each agency have met at least three times a year to provide oversight to the multi-county HICAP. All area agencies on aging have agreed that the Sonoma County AAA will continue to serve as the lead agency. The California Department of Aging requires a memorandum of understanding among all area agencies on aging in the geographic service area.

The Sonoma County AAA will administer the HICAP contract of \$450,385 (estimate) for FY 2009-10 and serve as the fiscal administrator and liaison to the CDA.

The Human Services Department (HSD) will receive \$31,510 (estimate) for administering the contract, less \$3,000 that will be passed through to the three other AAA agencies. The MOU allows for administrative expenses to each participating AAA, up to \$1,000 annually. All expenditures and revenues related to this contract have been included in the HSD's FY 2009-10 recommended budget.

Attachments:

Resolution

On File With Clerk:

Memorandum of Understanding
Four signature pages on file with the clerk.

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Board Action (If other than "Requested")

Vote:

Background (cont.)

The MOU describes the coordinating relationship between all participating area agencies on aging, as well as contractual responsibilities for the Sonoma County AAA. The fully-executed MOU will be signed by officials of each participating AAA.

Requested Board Action:

Resolution approving the memorandum of understanding (MOU) with three area agencies on aging which designates the Sonoma County AAA as the lead agency to administer the North Bay Health Insurance Counseling and Advocacy Program (HICAP) contract in six counties and authorizing the Director of the Human Services Department and Director of the Area Agency on Aging to sign the MOU.