



COUNTY ADMINISTRATOR
220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645
(734)996-3055
FAX (734)994-2592

TO: Felicia Brabec, Chair
Ways and Means Committee

THROUGH: Verna J. McDaniel
County Administrator

FROM: Mary Jo Callan, Director
Office of Community & Economic Development

DATE: September 4, 2013

SUBJECT: Senior Nutrition Program

BOARD ACTION REQUESTED:

It is requested that the Board of Commissioners ratify the County Administrator's signature on the grant application to the Area Agency on Aging 1-B for the Nutrition Program for the Elderly (also known as the Senior Nutrition Program), comprised of the Congregate Meal Program and the Home Delivered Meal Program for the three year period of October 1, 2013, through September 30, 2016. It is further requested that the Board of Commissioners authorize the County Administrator's signature on the grant application for the first year of funding for a total program amount of \$615,495, for the period of October 1, 2013, through September 30, 2014.

BACKGROUND:

Washtenaw County has administered the Senior Nutrition Program for over forty years. This program served over 140,000 meals last year to seniors, of which approximately 44,000 were at the congregate sites and 96,000 were home delivered meals. Congregate meals provide seniors an opportunity to share meals while developing relationships with peers at locations such as senior centers. Home delivered meals allow home bound seniors to receive nutritious meals accompanied with social contact by paid and volunteer meal delivery drivers.

The Senior Nutrition Program relies on community involvement for staffing, space for meal service, and leveraged funding. There are numerous volunteers who donate time at the congregate meal sites and in the delivery of meals to the homebound. Though meals are provided without charge and no eligible person is denied service, donations are requested of program participants to help support the cost of the meals. More than \$140,000 was collected in project revenue in FY2013, and re-invested in to the program.

Eligibility requirements for the Congregate Meal program include being at least sixty years of age or having a spouse who is aged sixty or over. The Home Delivered Meal Program requires that participants be sixty years of age or over and unable to leave the home or cook for him or herself. The Senior Nutrition Program targets populations with low income, minorities, and frail and isolated persons; however, these targeted characteristics are not program requirements.

The Senior Nutrition Program has historically been administered using a significant number of part-time and contingency county staff, and inconsistent delivery and reimbursement models for partnering organizations and communities. This has made the program administration costs high, and resulted in funding being diverted away from meals to seniors in need. The impact of Sequestration, and OCED's financial constraints, necessitate a change in historic protocols and service model for the Senior Nutrition Program. These changes are described below.

DISCUSSION:

Congregate and/or home delivered meal services are provided to older adults at fifteen sites throughout Washtenaw County. Funds in the amount of \$193,693 and \$421,802 are planned for the continuation of services for the Congregate Meal program and Home Delivered Meals programs, respectively.

In order to mitigate the effects of Sequestration, and better align service delivery with both federal funder and best practice priorities, OCED has worked with county human resources and local partners to make some substantive changes to the program. These changes include:

- Re-allocation of financial resources to local programs based on both demand for service and need
- Increased local control of administrative resources
- Increased local control of staff and volunteer resources
- Co-location of congregate and homebound meal delivery programming where possible
- Delivery of senior nutrition congregate meals at senior centers where possible

This year the Senior Nutrition Program plans to serve a total of 156,641 meals. Of the 156,641 meals, 30,699 meals are designated for congregate sites, and 125,942 meals are for home delivery.

Our partner agencies delivering both congregate and home delivered meals are:

- Ann Arbor Housing Commission: Baker Commons
- Chelsea Senior Center
- Dexter Senior Center
- Northfield Senior Center

Our partner agencies delivering congregate meals only are:

- Adult Day Care Centers: Silver Club (Turner), The Oaks (CSS)

- Jewish Community Center
- Lincoln Senior Center
- Milan Seniors for Healthy Living
- Pittsfield Senior Center
- Turner Senior Resource Center
- Ypsilanti Senior Center
- Ypsilanti Township Community Center

Our partner agencies delivering home delivered meals only are:

- Ann Arbor Meals on Wheels
- Ypsilanti Meals on Wheels

Both the home-delivered and congregate programs are supported by in-kind services including volunteer hours for meal service and administrative support for meal delivery.

IMPACT ON HUMAN RESOURCES:

The requested board action has no impact on Washtenaw county positions, personnel, policies or procedures.

IMPACT ON BUDGET:

The total dollar amount of the Senior Nutrition Program is \$615,495.

IMPACT ON INDIRECT COSTS:

Indirect costs are not included in this budget.

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

The requested board action furthers our efforts to partner with private entities to deliver effective and efficient programs and services to those residents most in need.

CONFORMITY TO COUNTY POLICIES:

This request conforms to county policies

ATTACHMENTS/APPENDICES:

- Award Letter for Title III/State Funds for Nutrition Services
- Resolution
- Congregate and Home Delivered Meals Budgets

A RESOLUTION RATIFYING THE COUNTY ADMINISTRATOR'S SIGNATURE ON THE OCED GRANT APPLICATION TO THE AREA AGENCY ON AGING 1-B FOR THE NUTRITION PROGRAM FOR THE ELDERLY FOR THE PERIOD OF OCTOBER 1, 2013, THROUGH SEPTEMBER 30, 2016; AUTHORIZING THE COUNTY ADMINISTRATOR'S SIGNATURE ON THE APPLICATION FOR THE FIRST YEAR OF FUNDING IN THE AMOUNT OF \$615,495 FOR THE PERIOD OF OCTOBER 1, 2013, THROUGH SEPTEMBER 30, 2014; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMMENDING THE BUDGET; AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN DELEGATE AND LEASE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 18, 2013

WHEREAS, OCED is requesting ratification of the County Administrator's signature on the application to the Area Agency on Aging 1-B for the Nutrition Program for the Elderly (Senior Nutrition) for the period of October 1, 2013 through September 30, 2016; and

WHEREAS, OCED is also requesting authorization for the County Administrator's signature on the application to the Area Agency on Aging 1-B for the first year of funding in the amount of \$615,495 for the period of October 1, 2013 through September 30, 2014; and

WHEREAS, OCED has applied for funds in the amount of \$615,495 from the Area Agency on Aging 1-B for the period of October 1, 2013, through September 30, 2014; and

WHEREAS; the funds are to be used for the Congregate Meal Program and the Home Delivered Meals Program, which are collectively called the Senior Nutrition Program; and

WHEREAS, OCED has administered the Senior Nutrition Program for over forty years; and

WHEREAS, the Congregate Meal Program provides hot, nutritious, noontday meals for persons age sixty and older, and the Home-Delivered Meals Program provides meals to eligible homebound persons aged sixty and older; and

WHEREAS, the total number of meals projected to be served is 156,641, which includes an estimated number of 30,699 congregate meals and 125,942 home delivered meals.

NOW THEREFORE BE IT RESOLVED, that the Washtenaw County Board of Commissioners hereby ratifies the signature of the County Administrator on the

application to the Area Agency on Aging 1-B for the Senior Nutrition Program for the period of October 1, 2013, through September 30, 2014.

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby authorizes the signature of the County Administrator on the application for the first year of funding for a total program amount of \$615,495 for the period of October 1, 2013, through September 30, 2014, for OCED, as on file with the County Clerk.

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorizing the County Administrator to sign the Notice of Grant Award
2. Amending the budget as attached hereto and made a part thereof
3. Authorizing the County Administrator to sign the delegate and lease contracts upon review and approval of Corporation Counsel, to be filed with the County Clerk.

**Office of Community & Economic Development
Senior Nutrition – Congregate Meals
Fund #: 2630
Business Unit: 2630139400
10/01/13 – 09/30/14**

		<u>Original</u>	<u>Revised</u>	<u>Variance</u>
Revenues				
50000	Federal Revenue	\$ -	\$220,305	\$220,305
67000	Other Revenue and Reimb.	\$ -	\$ 69,585	\$ 69,585
<u>69000</u>	<u>In-Kind Contributions</u>	<u>\$ -</u>	<u>\$ 54,664</u>	<u>\$ 54,664</u>
Total Revenue		\$ -	\$344,554	\$344,554
Expenditures				
70050	Personal Services	\$ -	\$ 80,814	\$ 80,814
72600	Supplies	\$ -	\$136,608	\$136,608
<u>80000</u>	<u>Other Services and Charges</u>	<u>\$ -</u>	<u>\$127,132</u>	<u>\$127,132</u>
Total Expenditure		\$ -	\$344,554	\$344,554

**Office of Community & Economic Development
Senior Nutrition – Home Delivered Meals
Fund #: 2630
Business Unit: 2630139410
10/01/13 – 09/30/14**

		<u>Original</u>	<u>Revised</u>	<u>Variance</u>
Revenues				
50000	Federal Revenue	\$ -	\$482,909	\$482,909
67000	Other Revenue and Reimb.	\$ -	\$ 30,416	\$ 30,416
<u>69000</u>	<u>In-Kind Contributions</u>	<u>\$ -</u>	<u>\$ 15,493</u>	<u>\$ 15,493</u>
Total Revenue		\$ -	\$528,818	\$528,818
Expenditures				
70050	Personal Services	\$ -	\$ 80,814	\$ 80,814
72600	Supplies	\$ -	\$333,101	\$333,101
<u>80000</u>	<u>Other Services and Charges</u>	<u>\$ -</u>	<u>\$114,903</u>	<u>\$114,903</u>
Total Expenditure		\$ -	\$528,818	\$528,818