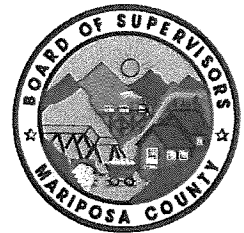


MARIPOSA COUNTY

HHS/Social Services • (209) 966-2000



RESOLUTION - ACTION REQUESTED 2021-349

MEETING: June 15, 2021
TO: The Board of Supervisors
FROM: Shannon Gadd, Health and Human Services Agency Director
RE: Approval of Agreement with Area 12 Agency on Aging FY 2021-22

RECOMMENDATION AND JUSTIFICATION:

Approve the Area 12 Agency on Aging (A12AA) Standard Agreements for Senior Meals and Transportation Programs for FY 2021-2022; Authorize the Board of Supervisors Chair to Sign the Agreements, and Designate the Health & Human Services Agency Director as the Designee.

Senior programs include the following:

- Title III C-1 Congregate Meals;
- Title III C-2 Home Delivery Meals; and
- Title III-B Transportation

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On June 9, 2020, the Board approved the initial Area 12 Agency on Aging (A12AA) Contract Extension Proposals for fiscal year 2020-21, Res. No. 2020-302. Included with this Board item are two (2) original standard agreements with support documents, Attachments A through D along with Exhibits A through H, between Area 12 Agency on Aging and Mariposa County Health & Human Services Agency, Adult & Aging Services, for the above stated programs for Fiscal Year 2020-2021. Board Chair and County Counsel signatures are required.

On July 7, 2020, the Board approved Standard Agreements for Senior Meals and Transportation Programs for FY 2020-2021 through Resolution No. 2020-375.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Mariposa County Health & Human Services Agency, Adult & Aging branch, would not receive the funding from A12AA to offset the costs of the above listed senior programs if negative action were to be taken. Funding losses would include: Title III C-1 Congregate-- \$84,840.00, Title III C-2 Home Delivered-- \$34,588.00, and Title III-B Transportation-- \$45,000.00.

FINANCIAL IMPACT:

There is no impact to the General Fund.

ATTACHMENTS:

Area 12 Agency Agreement - 2021 thru 2022 (PDF)

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Rosemarie Smallcombe, District I Supervisor

SECONDER: Wayne Forsythe, District IV Supervisor

AYES: Smallcombe, Sweeney, Long, Forsythe, Menetrey

**AREA 12 AGENCY ON AGING
FY2021 – 2022 APPLICATION FOR CONTRACT RENEWAL
COVER SHEET**

RES. NO. 21-349

1. Provider Information

Name: Mariposa County Health & Human Services Agency

Address: 5362 Lemee Lane, PO Box 99

Mariposa, CA 95338

Phone: 1-209-966-2000

FAX: 1-209-742-0994

2. Type of Organization (Check One)

 Local Unit of Government Profit Making Organization Local Education Institution Non-profit Organization

3. Geographic Area to be Served (check all that apply)

 Alpine County Amador County Calaveras County Mariposa County Tuolumne County

3. Grant Funds Requested	\$ 84,840
Amount of Cash Match	\$ 194,936
Amount of In-Kind Match	\$ 27,000

4. Proposal Prepared by (Print Name/Title): Lydia Arre, Program Manger

5. Preparers Signature: 6. Board Signature: 

Print Name: Marshall Long

Title: Board Chair, Mariposa County Board of Supervisor, District III

AREA 12 AGENCY ON AGING
FY2021 – 2022 APPLICATION FOR CONTRACT RENEWAL
COVER SHEET

1. Provider Information
Name: Mariposa County Health & Human Services Agency
Address: 5362 Lemee Lane, PO Box 99
Mariposa, CA 95338
Phone: 1-209-966-2000 FAX: 1-209-742-0994

2. Type of Organization (Check One)
[X] Local Unit of Government
Profit Making Organization
Local Education Institution
Non-profit Organization

3. Geographic Area to be Served (check all that apply)
Alpine County
Amador County
Calaveras County
[X] Mariposa County
Tuolumne County

Table with 2 columns: Grant Funds Requested, Amount of Cash Match, Amount of In-Kind Match. Values: \$ 45,000, \$ 186,716, \$ 0

4. Proposal Prepared by (Print Name/Title): Lydia Arre, Program Manger

5. Preparers Signature: [Handwritten Signature]

6. Board Signature: [Handwritten Signature]
Print Name: Marshall Long
Title: Board Chair, Mariposa County Board of Supervisor, District III

APPROVED AS TO FORM:
[Handwritten Signature]
STEVEN W. DAHL EM

Attachment A: C-2 H.D. Meals

**AREA 12 AGENCY ON AGING
FY2021 – 2022 APPLICATION FOR CONTRACT RENEWAL
COVER SHEET**

1. Provider Information

Name: Mariposa County Health & Human Services Agency

Address: 5362 Lemee Lane, PO Box 99

Mariposa, CA 95338

Phone: 1-209-966-2000

FAX: 1-209-742-0994

2. Type of Organization (Check One)

<input checked="" type="checkbox"/>	Local Unit of Government
<input type="checkbox"/>	Profit Making Organization
<input type="checkbox"/>	Local Education Institution
<input type="checkbox"/>	Non-profit Organization

3. Geographic Area to be Served (check all that apply)


<input type="checkbox"/>	Alpine County
<input type="checkbox"/>	Amador County
<input type="checkbox"/>	Calaveras County
<input checked="" type="checkbox"/>	Mariposa County
<input type="checkbox"/>	Tuolumne County

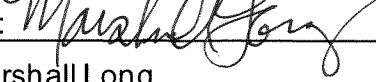
3. Grant Funds Requested \$ 34,588

Amount of Cash Match \$ 123,904

Amount of In-Kind Match \$ 7,440

4. Proposal Prepared by (Print Name/Title): Lydia Arre, Program Manger

5. Preparers Signature: 

6. Board Signature: 
Print Name: Marshall Long

Title: Board Chair, Mariposa County Board of Supervisor, District III

**Mariposa County Health & Human Services Agency
Title III C-1 Congregate Program Summary
Contract Extension Proposal—FY 2021-22**

- Housing/Homelessness
- Low Income Home Energy Assistance Program (LIHEAP)
- Woodsmoke Reduction Pilot Program

IV. Program Summary—Governing Board:

The County of Mariposa is a general law county and the government structure is determined by the State Constitution and State General Law. The Board of Supervisors is the legislative and executive governing body of the County. The Health & Human Services Agency is governed by the Mariposa County Board of Supervisors, representing five county districts. See Attachment C for more information regarding the governing board.

V. Program Summary—Personnel Capability & Pattern:

Mariposa County employs qualified personnel. Job classifications and criteria of basic functions and responsibilities are on file for all paid employees and volunteer positions. Volunteers are a valuable asset to all of the senior nutrition programs. All volunteers are required to sign the County's Waiver regarding Workers' Compensation Insurance form, pursuant to California Labor Code 3352(1) and receive a copy of the volunteer's job description. A volunteer application is also completed and an orientation is provided by assigned qualified staff.

Congregate meals are prepared and served five (5) days a week, Monday through Friday, except on holidays, at midday in a social environment at the Mariposa Senior Activity Center, located at 5246 Spriggs Lane, Mariposa, California. Draft menus are received from the Area 12 Registered Dietitian (RD) via email. Any changes to the menu are approved by the RD.

VI. Program Summary—Consumer Input:

Consumer satisfaction is an important and valuable quotient in maintaining services. Therefore, program surveys are distributed to congregate participants periodically to evaluate overall services, consumer needs, and satisfaction. Changes to the program may be engaged if viable to a majority of the participants and funding resources.

VII. Program Summary—Program Changes:

Our program participation numbers are growing. Therefore, there are no new changes to the Title III C-1 Congregate program.

VIII. Program Summary—Short & Long Range Plan(s):

Long range plan is to work in collaboration with many of the other county services for outreach and advocacy of senior needs and issues.

**Mariposa County Health & Human Services Agency
Title III C-2 Home Delivery Program Summary
Contract Extension Proposal—FY 2022-22**

- Housing/Homelessness
- Low Income Home Energy Assistance Program (LIHEAP)
- Woodsmoke Reduction Pilot Program

IV. Program Summary—Governing Board:

The County of Mariposa is a general law county and the government structure is determined by the State Constitution and State General Law. The Board of Supervisors is the legislative and executive governing body of the County. The Health & Human Services Agency is governed by the Mariposa County Board of Supervisors, representing five county districts. See Attachment C for more information regarding the governing board.

V. Program Summary—Personnel Capability & Pattern:

Mariposa County employs qualified personnel. Job classifications and criteria of basic functions and responsibilities are on file for all paid employees and volunteer positions. Volunteers are a valuable asset to all of the senior nutrition programs. All volunteers are required to sign the County's Waiver regarding Workers' Compensation Insurance form, pursuant to California Labor Code 3352(1) and receive a copy of the volunteer's job description. A volunteer application is also completed and an orientation is provided by assigned qualified staff.

Home Delivery meals are prepared and delivered five (5) days a week, Monday through Friday, except on holidays, from the Mariposa Senior Activity Center, located at 5246 Spriggs Lane, Mariposa, California. Draft menus are sent to the Area 12 Registered Dietitian (RD) via email. Any changes to the menu are approved by the RD.

VI. Program Summary—Consumer Input:

Consumer satisfaction is an important and valuable quotient in maintaining services. Therefore, program surveys are distributed to congregate participants periodically to evaluate overall services, consumer needs, and satisfaction. Changes to the program may be engaged if viable to a majority of the participants and funding resources.

VII. Program Summary—Program Changes:

Our program participation numbers are growing. However, there are no new changes to the Title III C-2 program.

VIII. Program Summary—Short & Long Range Plan(s):

Short range plans for the Title III C-2 Home Delivered meal program is to increase public knowledge of the program through ongoing community outreach. Long-range plan is to work in collaboration with many of the other county services for outreach and advocacy of senior needs.

Mariposa County Health & Human Services Agency
Title III B Transportation Program Summary
Contract Extension Proposal—FY 2021-22

- Title III B Transportation
- In-Home Supportive Services
- Adult Protective Services
- Public Guardian/Public Conservator
- Housing/Homelessness
- Low Income Home Energy Assistance Program (LIHEAP)
- Woodsmoke Reduction Pilot Program

IV. Program Summary—Governing Board:

The County of Mariposa is a general law county and the government structure is determined by the State Constitution and State General Law. The Board of Supervisors is the legislative and executive governing body of the County. The Health & Human Services Agency is governed by the Mariposa County Board of Supervisors, representing five county districts. See Attachment C for more information regarding the governing board.

V. Program Summary—Personnel Capability & Pattern:

Mariposa County employs qualified transportation personnel as mandated by the State of California for its Public Transit System. Assigned staff perform daily tasks of scheduling, enrollment into Title III-B Transportation services, and reporting of qualified seniors, per the criteria of Area 12 Agency on Aging policy. Mariposa County's Transit System Services operate Monday through Friday, except County holidays, from 8:30 AM to 4:00 PM.

VI. Program Summary—Consumer Input:

Consumer satisfaction is an important and valuable quotient in maintaining services. Therefore, surveys are distributed to riders periodically to evaluate overall services, consumer needs, and satisfaction. Changes to the transit system may be engaged if viable to a majority of the ridership and funding resources.

VII. Program Summary—Program Changes:

There are no new changes to the Title III-B Transportation program.

**2021 - 2022 CONTRACT RENEWAL PROPOSAL
GOVERNING BOARD INFORMATION**

Board Members Name & Address:	Occupation:	Compensation:
Rosemarie Smallcombe P.O. Box 784 5100 Bullion St. Mariposa, CA 95338	Vice-Chair District I Supervisor County of Mariposa	\$53,650.25
Thomas Sweeney P.O. Box 784 5100 Bullion St. Mariposa, CA 95338	District II Supervisor County of Mariposa	\$53,650.25
Marshall Long P.O. Box 784 5100 Bullion St. Mariposa, CA 95338	Board Chair District III Supervisor County of Mariposa	\$53,650.25
Wayne Forsythe P.O. Box 784 5100 Bullion St. Mariposa, CA 95338	District IV Supervisor County of Mariposa	\$53,650.25
Miles Menetrey P.O. Box 784 5100 Bullion St. Mariposa, CA 95338	District V Supervisor County of Mariposa	\$53,650.25

**2021-2022 CONTRACT RENEWAL PROPOSAL
PERSONNEL INFORMATION**

PROGRAM: C-1 Congregate

Paid Staff Name	Title	Salary
Lydia Arre	Program Manager	\$69,154
Diana Ziegenfuss	Program Specialist II	\$50,113
Susette Micallef	Program Assistant I	\$42,195
Cynthia Wilson	Sr. Nutrition Cook/Supervisor (80%)	\$28,766
Lydia Woolsey	Kitchen Assistant (70%)	\$24,777
Extra Help	Kitchen Assistant/Back Up Cook	\$12,040

**2021-2022 CONTRACT RENEWAL PROPOSAL
PERSONNEL INFORMATION**

PROGRAM: C-2 Home Delivered Meals

Paid Staff Name	Title	Salary
Lydia Arre	Program Manager	\$69,154
Diana Ziegenfuss	Program Specialist II	\$50,113
Susette Micallef	Program Assistant I	\$42,195
Cynthia Wilson	Sr. Nutrition Cook/Supervisor (80%)	\$28,766
Lydia Woolsey	Kitchen Assistant (70%)	\$24,777
Extra Help	Kitchen Assistant/Back Up Cook	\$12,040

**2021-2021 CONTRACT RENEWAL PROPOSAL
PERSONNEL INFORMATION**

PROGRAM: III-B Transportation

Paid Staff Name	Title	Salary
Patricia (Patty) Phillips	Transit Driver	\$44,256
Patricia (Pat) Feight	Transit Driver (60%)	\$29,273
Extra Help	Relief Transit Driver	\$19,111
Extra Help	Program Assistant/Transp. Srvs.	\$16,864
Extra Help	Medical Driver	\$16,282
Extra Help	Medical Driver	\$12,040


AREA 12 AGENCY ON AGING 2021-2022 CONTRACT RENEWAL
AUTHORIZED SIGNATORY FORM

PROVIDER: Mariposa County Health & Human Services Agency

**ADDRESS: 5362 Lemee Lan, PO Box 99
Mariposa, CA 95338**

The following persons have personally signed below and are authorized to sign documents as indicated:

Agreements


Board Chair (term through 12/2021)

Marshall Long
Printed/Typed Name

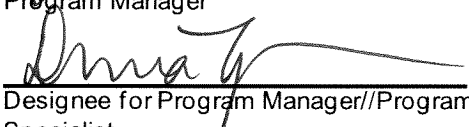

Designee by Board Action

Shannon Gadd
Printed/Typed Name

Fiscal Reports/Budgets

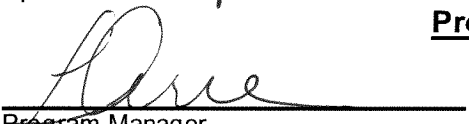

Program Manager

Lydia Arre
Printed/Typed Name

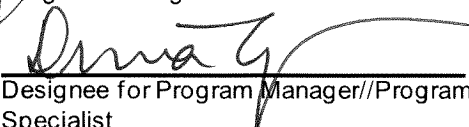

Designee for Program Manager//Program Specialist

Diana Ziegenfuss
Printed/Typed Name

Program Reports


Program Manager

Lydia Arre
Printed/Typed Name

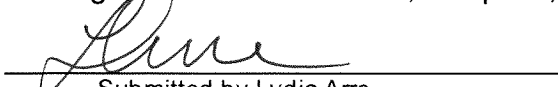

Designee for Program Manager//Program Specialist

Diana Ziegenfuss
Printed/Typed Name

For emergency contact information: 1-209-966-6632

Board Chairperson's telephone number: 1-209-966-3222

Mailing address: PO Box 784, Mariposa, CA 95338


Submitted by Lydia Arre

5-27-2021
Date

Area 12 Agency on Aging 2021-2022 Contract Renewal Proposal
Agency Contract Representative (ACR)

Designation Form

SEND TO: Kristin Millhoff, Executive Director
Area 12 Agency on Aging
19074 Standard Road, Suite A
Sonora, California 95370

Program(s): Title III—C-1 Congregate
Title III—C-2 Home Delivered Meals
Title III—B Transportation


Legal Name of Contractor: Mariposa County
Agency Contracts Representative: Dumile Wilson
Title: Administrative Analyst I
Address: 5362 Lemee Lane, PO Box 99
Mariposa, CA 95338

Phone: 1 (209) 742-0971 FAX: 1 (209) 966-8251
E-mail: dwilson@mariposacounty.org tperesan@mariposacounty.org
larre@mariposacounty.org

Please specify the address checks are to be mailed to below:

Address: 5246 Spriggs Lane
Mariposa, CA 95338

Attention: Lydia Arre

Signature:  Print Name: Lydia Arre
Title: Program Manager Phone: 1 (209) 966-6632