

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

June 25, 2024

**FROM**

**SHARON NEVINS, Director, Department of Aging and Adult Services**

**SUBJECT**

Purchase and Distribution of Prepaid Negotiables for Support to Eligible Seniors

**RECOMMENDATION(S)**

Approve purchase and distribution of negotiables for prepaid bus passes, ARCO® gas cards, and Target® and Walmart® gift cards, to provide support to eligible seniors in a total amount not to exceed \$2,525,750, for the period of July 1, 2024 through June 30, 2029.  
(Presenter: Sharon Nevins, Director, 891-3917)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The purchase of negotiables will not exceed \$2,525,750 over the five-year period and is 100% Federal and State funded by Area Plan funding under Title III B and Title V of the Older Americans Act, the Senior Community Service Employment Program (SCSEP), and Public Guardian’s Age Wise program, as outlined in the table below. Adequate appropriation and revenue have been included in the Department of Aging and Adult Services (DAAS) 2024-25 budget and will be included in future recommended budgets.

<b>Prepaid Negotiables</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>	<b>Totals</b>
<b>Title IIIB</b>						
Bus Passes	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
<b>Title V</b>						
ARCO® Gas Cards	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
<b>Mental Health Services Act</b>						
Bus Passes	\$1,125	\$1,155	\$1,180	\$1,205	\$1,230	\$5,895
Target® Gift Cards	\$775	\$790	\$810	\$830	\$850	\$4,055
Walmart® Gift Cards	\$1,100	\$1,130	\$1,160	\$1,190	\$1,220	\$5,800
<b>Totals</b>	<b>\$505,000</b>	<b>\$505,075</b>	<b>\$505,150</b>	<b>\$505,225</b>	<b>\$505,300</b>	<b>\$2,525,750</b>

**BACKGROUND INFORMATION**

As the designated Area Agency on Aging, DAAS receives funding for a wide range of programs and supportive services. The issuance of prepaid negotiables has been a long-standing practice for DAAS to further its mission to assist seniors in improving or maintaining choice,

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independence, and quality of life. Prepaid bus passes and ARCO® gas cards are provided to seniors in need of transportation and commodity cards for Target® and Walmart® stores for food and/or toiletries/necessities for everyday living to support their efforts to remain healthy and involved in their communities.

DAAS uses the Purchasing Department's Countywide agreement with Blackhawk Network to purchase prepaid ARCO® gas and prepaid debit cards for Target® and Walmart® to meet DAAS' needs. However, the agreement does not include transportation needs in the form of bus passes. DAAS contacts bus vendors directly for these purchases. Vendors for prepaid bus passes include, but are not limited to: Needles Area Transit, Omnitrans, Morongo Basin Transit Authority, Mountain Transit, Victor Valley Transit Authority.

It is anticipated that DAAS will provide bus passes and commodity cards to approximately 5,000 clients annually throughout the county.

On April 21, 2020 (Item No. 3), the Board of Supervisors approved DAAS to purchase and distribute prepaid bus/train passes and grocery debit cards, in the amount of \$1,625,000, for the period of July 1, 2019 through June 30, 2024.

The recommended action will allow DAAS to continue to purchase and distribute prepaid bus passes and ARCO® gas cards to meet eligible seniors' countywide transportation needs and Target® and Walmart® cards for assistance with eligible seniors' personal needs, including food and clothing.

In accordance with the Auditor-Controller/Treasurer/Tax Collector Internal Controls and Cash Manual, DAAS maintains and ensures adherence to internal policies and procedures regarding safeguards and proper handling of prepaid negotiables.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on May 30, 2024; Auditor-Controller/Treasurer/Tax Collector (Denise Mejico, Chief Deputy Auditor, 382-3107) on May 23, 2024; Finance (John Hallen, Administrative Analyst, 388-0208) on June 5, 2024; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on June 6, 2024.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY  \_\_\_\_\_  
DATED: June 25, 2024



cc: File - Aging & Adult Services  
CCM 07/1/2024