

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

June 11, 2024

FROM

SHARON NEVINS, Director, Department of Aging and Adult Services

SUBJECT

Purchase of Prepaid Negotiables for Adult Protective Services

RECOMMENDATION(S)

Authorize the purchase of prepaid negotiables from various transportation, retail, and food vendors to expand the services offered to Adult Protective Services clients in 2024-25, in an aggregate amount not to exceed \$10,000.

(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 total amount of prepaid negotiables, not to exceed \$10,000, will be funded with the Adult Protective Services (APS) Administrative Allocation and American Rescue Plan Act (ARPA) funds. Adequate appropriation and revenue are included in the 2024-25 Human Services Administrative Claim budget. Review and approval are not required from the County's Coronavirus Local Fiscal Recovery Fund (CLFRF) County ARPA team as the ARPA funding is provided by APS funding and is not part of the CLFRF.

BACKGROUND INFORMATION

On January 26, 2022, California Department of Social Services (CDSS) issued an Executive Summary, All County Letter (ACL) No. 22-07, providing "guidance on the disbursement and spending parameters of the \$8,687,314 California APS has received from the Federal Administration for Community Living as part of the ARPA of 2021: Grants to Enhance APS. The funds are designed to enhance and improve APS by supplementing existing programs, as well as continuing the efforts bolstered by the earlier grant designed to address COVID-19 demands."

On April 5, 2022, CDSS released Executive Summary County Fiscal Letter (CFL) No. 21/22-91 informing counties of their allocation. San Bernardino County (County) received \$207,954 in ARPA funding for eligible costs between August 1, 2021 and September 30, 2023.

On December 5, 2022, CDSS issued ACL No. 22-96 stating California APS had received a second round of ARPA funding in the amount of \$16,437,221. The County received \$720,756 from round two of ARPA funding on August 1, 2022.

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On January 27, 2023, CDSS released CFL No.22/23-47 informing counties that the deadline to spend 2021-22 APS ARPA funds was extended to September 30, 2024.

On December 7, 2021 (Item No. 48), the Board of Supervisors (Board) approved countywide Contract No. 21-929 for the provision of prepaid gasoline and retail cards at a fixed price. However, some negotiables, such as those issued by certain companies that have a heavy presence in our community (e.g. Stater Brothers, Del Taco, Dollar General) and bus passes, cannot be purchased through this vendor and must be purchased through the individual companies.

APS is seeking to provide alternative gift cards to those already purchased by the County to help elder adults (60 years and older) and dependent adults (18-59 who are disabled). When these adults are unable to meet their own needs, or are victims of abuse, neglect or exploitation, the County's APS agency investigates reports of abuse of elders and dependent adults.

It is expected that the purchases of gift cards can service 50 or more APS clients who are in need of food, lodging, or transportation, especially in more rural areas of the county. The purchase of the prepaid negotiables is an approved use of ARPA funds defined by the state as, "Cost associated with providing goods and services to APS clients."

In accordance with the Auditor-Controller/Treasurer/Tax Collector's Internal Controls and Cash Manual, the purchase of prepaid negotiables of an amount greater than \$2,500 requires approval by the Board. Approval of this item is needed for DAAS to purchase negotiables for 2024-25, as reflected below.

Vendor	Amount	Quantity of Cards	Total Amount
Del Taco	\$50	20	\$1,000
McDonalds	\$50	20	\$1,000
Stater Bros	\$50	20	\$1,000
Dollar General	\$25	32	\$ 800
Door Dash	\$100	20	\$2,000
Uber	\$50	20	\$1,000
Uber Eats	\$50	20	\$1,000
Hotels.com	\$100	20	\$2,000
Omnitrans Sen/Dis (10-pack)	\$25	8	\$ 200
	Totals	180	\$10,000

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on April 18, 2024; Auditor-Controller/Treasurer/Tax Collector (Denise Mejico, Chief Deputy Auditor, 382-3107) on April 18, 2024; Finance (John Hallen, Administrative Analyst, 388-0208) on May 17, 2024; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on May 23, 2024.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 11, 2024



cc: File - Aging & Adult Services
CCM 06/13/2024