

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

December 17, 2024

**FROM**

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

**SUBJECT**

Amendment to Contracts for Older Americans Act Title III E Family Caregiver Support Program

**RECOMMENDATION(S)**

Approve **Amendment No. 3** to the following contracts for Older Americans Act Title III E Family Caregiver Support Program, to amend the Scope of Work to update the Service Categories in compliance with the changes to California Department of Aging's requirements, with no change to the contract terms of July 1, 2020 through June 30, 2025:

1. Inland Caregiver Resource Center, **Contract No. 20-474**
2. Reach Out Morongo Basin, **Contract No. 20-475**

(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**

This item does not impact Discretionary General Funding (Net County Cost). The Older Americans Act (OAA) Title III E Family Caregiver Support Program (FCSP) funding will be provided by Federal Area Plan revenue (71%), which includes Federal American Rescue Plan Act (ARPA) funding (26%) and State Older Adults' Recovery and Resilience Act funding (3%) from the California Department on Aging (CDA). Review and approval are not required from San Bernardino County's (County) Coronavirus Local Fiscal Recovery Fund County American Rescue Plan (CLFRF) team as the ARPA funding in these contracts is issued by CDA, and not from the CLFRF. Adequate appropriation and revenue have been included in the Department of Aging and Adult Services (DAAS) 2024-25 budget.

**BACKGROUND INFORMATION**

The FCSP was created as Title III E of the OAA amendments of 2000. As the designated Area Agency on Aging, DAAS receives funding to provide a local system of support services to unpaid family caregivers of older adults or unpaid older relatives who have primary caregiving responsibilities for a person with disabilities. Caring for elderly or disabled members of the family is sometimes stressful and can impact the caregiver's time, energy, finances, and mental and physical health. The program is designed to reduce the strain experienced by caregivers, enable caregivers to remain in the workforce and prevent or delay the need for a higher level of care for the care receiver. The FCSP addresses the unique needs of family and informal caregivers by providing a wide range of services to assist in the care for their loved ones at home as long as possible. Services include but are not limited to, respite care, homemaker and

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chore assistance, home adaptations and assistive devices, caregiver counseling, training and support groups, legal resources, and emergency cash.

As a result of a competitive procurement (Request for Application No. DAAS120-OAAGI-3675), on June 23, 2020 (Item No. 9), the Board of Supervisors (Board) approved Contract No. 20-474 with Inland Caregiver Resource Center, in the amount of \$1,860,000, and Contract No. 20-475 with Reach Out Morongo Basin, in the amount of \$240,000, both for the period of July 1, 2020 through June 30, 2023, with the option of two additional one year extensions (collectively Contracts).

On June 27, 2023, the Board approved Amendment No. 1 (Item No. 9), which increased the total combined contract amounts for both vendors and extended the total terms for one additional year.

On June 11, 2024, the Board approved Amendment No. 2 (Item No. 6) to contracts for the FCSP with the two current vendors. This increased the combined total contract amount by \$1,300,000, from \$2,970,000 to an amount not to exceed \$4,270,000, and extended the contract term by one year, for a total contract period of July 1, 2020 through June 30, 2025.

The CDA expanded service categories for the FCSP from five to 16 reporting categories. This change was made by the state to align with the new service categories recognized by the Administration for Community Living. Approval of the recommended amendment will update the Scope of Work to reflect this change in service categories and allow the two current vendors to continue to provide much needed OAA Title III E Family Caregiver Support Services throughout the County to approximately 6,278 clients annually at an average approximate cost per client of \$207.

Contractor performance will continue to be measured by reviewing monthly reports and annual site visits by County staff to monitor compliance with the administrative, fiscal, and program requirements of the contracts. The contracts may be terminated by the County immediately and without cause by the County by serving a written notice to the Contractor 30 days in advance of the termination or if additional funding is not available to the County for the remainder of the contract period.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on November 12, 2024; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on November 7, 2024; Finance (John Hallen, Principal Administrative Analyst, 388-0208) on November 27, 2024; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on November 27, 2024.

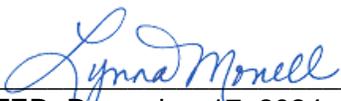
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Record of Action of the Board of Supervisors  
San Bernardino County

**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: December 17, 2024



cc: DAAS - Gallegos w/ agrees  
Contractor c/o DAAS w/ agree  
File w/ agree  
JLL 12/20/2024