

June 14, 2018

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of an Intergovernmental Subrecipient Agreement, Amendment #2 with Senior Citizen Council of Clackamas County to Provide Social Services for Clackamas County Residents

<b>Purpose/Outcomes</b>	Subrecipient Agreement with the City of Wilsonville/Wilsonville Community Center to provide Older American Act (OAA) funded services for persons in the Wilsonville community for residents age 60 and over.
<b>Dollar Amount and Fiscal Impact</b>	The maximum value is increased by \$154,698 for a revised agreement maximum of \$309,396. This agreement is funded through the Social Services Division Program agreements with the Oregon Department of Human Services and County General Fund.
<b>Funding Source</b>	Older American Act (OAA) and County General Funds.
<b>Duration</b>	Effective July 1, 2017 and terminates on June 30, 2019
<b>Previous Board Action</b>	071317-A6
<b>Strategic Plan Alignment</b>	<ol style="list-style-type: none"> <li>1. This funding aligns with the strategic priority to increase self-sufficiency for our clients.</li> <li>2. This funding aligns with the strategic priority to ensure safe, healthy and secure communities by addressing needs of older adults in the community.</li> </ol>
<b>Contact Person</b>	Brenda Durbin, Director, Social Services Division 503-655-8641
<b>Contract No.</b>	H3S #8363; Subrecipient #18-011-02

**BACKGROUND:**

The Social Services Division of the Health, Housing and Human Services request approval of the Subrecipient Agreement, Amendment #2; with Senior Citizen Council of Clackamas County to provide Older American Act (OAA) funded services for persons living in Clackamas County. The services provided include Guardianship/Conservatorship, Guardianship Diversion and Case Management. These services assist older and disabled county residents in meeting their individual needs. The Guardianship/Conservatorship service helps those unable, in a variety of home settings, to handle their business affairs.

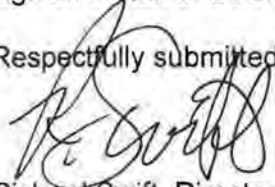
This is a budget adjustment that distributes year two of the OAA program funding, as well as the County General Funds that have allowed Senior Citizen Council to expand their program to the younger disabled residents of the County for services to be provided during the 2018-19 fiscal year,

This amendment adds \$154,698 for a new contract total \$ 309,396 in funding for the 2018-19 fiscal year and extends the term of the agreement to June 30, 2019.

**RECOMMENDATION:**

Staff recommends the Board approval of this agreement and authorizes Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. Swift", written over a faint circular stamp or watermark.

Richard Swift, Director  
Health Housing & Human Services

Subrecipient Agreement Amendment  
Health, Housing and Human Services

H3S Contract#: 8366 Subrecipient #: 18-004 Board Agenda #: 071317-A6

Division: Social Services Amendment Number: 2

Contractor: Senior Citizens Council of Clackamas County

Amendment Requested By: Brenda Durbin, CCSS Director

Changes: (X) Subrecipient Agreement Budget & Language

Justification for Amendment:

This is a budget adjustment that adds funding and units of service for ongoing delivery of services into FY18-19. This results in an increase to the contract budget of \$154,698.

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This Amendment #2, when signed by the City of Wilsonville – Community Center (“SUBRECIPIENT”) the Health, Housing and Human Services Department, Social Services Division on behalf of Clackamas County will become part of the contract documents, superseding the original to the applicable extent indicated. This Amendment complies with Local Contract Review Board Rules.

WHEREAS, the SUBRECIPIENT and COUNTY entered into those certain Subrecipient Agreement documents for the provision of services dated July 1, 2017 as may be amended (“agreement”);

WHEREAS, the Contractor and County desire to amend and restart the Agreement in its entirety as of July 1, 2018 and otherwise modify it as set forth herein;

NOW, THEREFORE, the County and Contractor hereby agree that the Agreement is amended as follows:

**Term and Effective Date.** This restarted Agreement shall become effective on the date it is fully executed and approved as required by applicable law. Funds issued under this Agreement may be used to reimburse Subrecipient for expenses approved in writing by County relating to the project incurred no earlier than **July 1, 2018** and not later than **June 30, 2019**, unless this Agreement is sooner terminated or extended pursuant to the terms hereof. No grant funds are available for expenditures after the expiration date of this Agreement.

The maximum not-to-exceed compensation payable to Subrecipient under this agreement for the period of July 1, 2017 through June 30, 2018 is:

- Grant Funds.** The maximum, not to exceed, agreement amount that the COUNTY will pay is \$154,698. This is a cost reimbursement agreement and disbursements will be made in accordance with the requirements contained in Exhibit 5 – Reporting Requirements and Exhibit 6 – Budget and Units of Services. Failure to comply with the terms of this Agreement may result in withholding of payment. (The split between funding sources is outlined in Exhibit 6 – Budget and Units of Services.)

- a. **Grant Funds.** The COUNTY's funding of \$54,733 in grant funds for this Agreement is the Older Americans Act (CFDA: 93.043, 93.044, 93.052, 93.053) issued to the COUNTY by the State of Oregon, Department of Human Services, State Unit on Aging.
- b. **Other Funds.** The COUNTY's funding of \$99,965 for the Guardianship/Conservator Program Expansion services outlined in this agreement are from County General Funds.

The maximum not-to-exceed compensation payable to Subrecipient under this agreement for the period of July 1, 2018 through June 30, 2019 is:

- 4. **Grant Funds.** The maximum, not to exceed, agreement amount that the COUNTY will pay is \$154,698. This is a cost reimbursement agreement and disbursements will be made in accordance with the requirements contained in Exhibit 5 – Reporting Requirements and Exhibit 6 – Budget and Units of Services. Failure to comply with the terms of this Agreement may result in withholding of payment. (The split between funding sources is outlined in Exhibit 6 – Budget and Units of Services.)
  - c. **Grant Funds.** The COUNTY's funding of \$54,733 in grant funds for this Agreement is the Older Americans Act (CFDA: 93.043, 93.044, 93.052, 93.053) issued to the COUNTY by the State of Oregon, Department of Human Services, State Unit on Aging.
  - a. **Other Funds.** The COUNTY's funding of \$99,965 for the Guardianship/Conservator Program Expansion services outlined in this agreement are from County General Funds.

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**II. AMEND:** Exhibit 5 – Budget and Units of Services - Unit Cost Schedule

SENIOR CITIZENS COUNCIL OF CLACKAMAS COUNTY, INC.

Fiscal Year 2017-18

	III B Funds	OAA Match	County Gen. Fund	P.I (If Applicable)	NO. OF UNITS	TOTAL COST	REIMBURSEMENT RATE
Federal Award Number	16AAORT3SS						
CFDA Number	93.044						
Service Category	(1)	(2)	(3)	(4)	(5)	(6)	(7)
Guardian/Conservator	21,207	2,358	30,000	8,000	1877.78	\$61,565	\$27.27
Guardian Diversion	17,730	1,972	45,000	4,000	2300.33	\$68,702	\$27.27
Case Management	15,796	1,757	24,965	1,000	1494.72	\$43,518	\$27.27
<b>TOTALS</b>	<b>\$54,733</b>	<b>\$6,086</b>	<b>\$99,965</b>	<b>\$13,000</b>		<b>\$173,784</b>	

Total Cost Equals (1 + 2 + 3 + 4 = 6)

Source of OAA Match - Staff time

Contract Amount: \$154,698

Federal Award Total: \$ 54,733.00

**TO READ:** Exhibit 5 – Budget and Units of Services – Unit Cost Schedule

To Read:

SENIOR CITIZENS COUNCIL OF CLACKAMAS COUNTY, INC.

Fiscal Year 2018-19

	III B Funds	OAA Match	County Gen. Fund	P.I (If Applicable	NO. OF UNITS	TOTAL COST	REIMBURSE- MENT RATE
Federal Award Number	16AAORT3SS						
CFDA Number	93.044						
Service Category	(1)	(2)	(3)	(4)	(5)	(6)	(7)
Guardian/Conservator	21,207	2,358	30,000	8,000	1877.78	\$61,565	\$27.27
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TOTALS	\$54,733	\$6,086	\$99,965	\$13,000		\$173,784	

Total Cost Equals (1 + 2 + 3 + 4 = 6)

Source of OAA Match - Staff time

Contract Amount: \$154,698

Federal Award Total: \$ 54,733.00

Except as set forth herein, the County and the Contractor ratify the remainder of the Contract and affirm that no other changes are made hereby.

IN WITNESS HEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized officers.

<b>Senior Citizens Council of Clackamas County</b>	<b>CLACKAMAS COUNTY</b>
	Commissioner: Jim Bernard, Chair Commissioner: Sonya Fischer Commissioner: Ken Humberston Commissioner: Paul Savas Commissioner: Martha Schrader
By: _____ Christi Bird, Executive Director	<b>Signing on Behalf of the Board:</b>
_____	Richard Swift, Director Health, Housing & Human Services Dept.
Date _____	_____
	Date _____