



COUNTY of VENTURA

MELISSA LIVINGSTON
Director

July 23, 2024

HUMAN SERVICES AGENCY

855 Partridge Drive
Ventura, CA 93003
805-477-5100

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

JENNIE PITTMAN
Deputy Director
Administrative Services

VICTORIA JUMP
Deputy Director
Aging & Disability Services

Subject: Approval of, and Authorization for the Human Services Agency Director or Purchasing Agent to Sign, Amendment No. 1 for the Senior Nutrition Program with Conejo Valley Senior Concerns to Increase the Not-to-Exceed Amount from \$101,600 to \$435,600, an Increase of \$334,000, Effective July 1, 2024, Through June 30, 2025, and Amendment No. 1 for the Encampment Resolution Fund Meal Program with Ventura Harbor Restaurant Associates, Inc., to Increase the Not-to-Exceed Amount from \$200,000 to \$375,000, an Increase of \$175,000, Effective July 1, 2024, Through October 31, 2024; and Authorization for the Human Services Agency Director or Purchasing Agent to Approve and Sign Additional Limited Contract Modifications, Subject to Certain Conditions.

DAVID SWANSON HOLLINGER
Deputy Director
Children & Family Services

MARISSA MACH
Deputy Director
Community Access & Engagement

ELAINE MARTINEZ
Deputy Director
Community Services

Recommendations:

1. Approve, and authorize the Human Services Agency (HSA) Director or Purchasing Agent to sign, Amendment No. 1 for the Senior Nutrition Program with Conejo Valley Senior Concerns to increase the not-to-exceed amount from \$101,600 to \$435,600, an increase of \$334,000, effective July 1, 2024, through June 30, 2025 (Exhibit 1).
2. Approve, and authorize the HSA Director or Purchasing Agent to sign, Amendment No. 1 for the Encampment Resolution Fund Meal Program with Ventura Harbor Restaurant Associates, Inc., to increase the not-to-exceed amount from \$200,000 to \$375,000, an increase of \$175,000, effective July 1, 2024, through October 31, 2024 (Exhibit 2).
3. Authorize the HSA Director, or Purchasing Agent or designee(s), to approve and sign modifications to (a) increase the amount of the contracts up to 10%, (b) decrease the amount of the contracts by any amount, or cancel the contracts due to funding limitations or other circumstances allowable per contract terms, (c) extend the time for performance up to six-months, or in the case of a grant-funded program to the length that matches the grantor's extension, and (d) approve corrections, clarifications, technical changes and modifications to each contract, when the changes are consistent with the original

purpose of the contract, subject to County Executive Office and County Counsel review and approval.

Fiscal/Mandates Impact:

Mandatory: No
Source of Funding: Federal, City of Oxnard
Funding Match Required: No
Impact on other Departments: None

Summary of Revenue and Costs:

	<u>FY 2024-25</u>	<u>FY 2025-26</u>
Revenue:		
Direct	\$509,000	\$0
Total Revenue	\$509,000	\$0
Costs:		
Direct	\$509,000	\$0
Indirect	Minimal	Minimal
Total Costs	\$509,000	\$0
Net County Cost	\$0	\$0

There are no net County costs associated with these programs. Sufficient revenue and appropriations are included in HSA's Adopted Budget for Fiscal Year (FY) 2024-25.

FY 2024-25 Adopted Budget for HSA Area Agency on Aging – Div. 3500				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$14,581,959	\$14,581,959	\$14,581,959	\$0
Revenue	\$13,388,687	\$13,388,687	\$13,388,687	\$0
Net Cost	\$1,193,272	\$1,193,272	\$1,193,272	\$0

Strategic Plan Priority:

These meal programs contribute to the Board of Supervisors' 2024-2027 Strategic Plan Priority of 'Address Homelessness and Lift Up the Most Vulnerable, Goals (1) Provide short and long-term housing options with wrap-around services to foster well-being and self-sufficiency for individuals experiencing homelessness, and (2) Meet/sustain basic needs and be a reliable safety net for our vulnerable populations.

Discussion:

Conejo Valley Senior Concerns

The Senior Nutrition Program provides high-quality, nutritionally balanced meals, nutrition counseling and education, companionship, and related supportive services to persons aged 60 and older, through congregate meals (in an atmosphere that is pleasant and encourages socialization) and home-delivered meals (to those who are homebound), giving preference

to those in the greatest economic or social need. The goals of the program are to maintain or improve the physical, psychological, and social well-being of older individuals by providing or securing appropriate nutrition services, reducing hunger and food insecurity, promoting socialization, and promoting health and well-being to delay the onset of adverse health conditions resulting from poor nutritional health or sedentary behavior.

On June 18, 2024, your Board approved the Agreement with Conejo Valley Senior Concerns for the Senior Nutrition Program for FY 2024-25. At that time, the Agreement inadvertently identified the meals as being purchased through a separate contract between the County and the various food/product suppliers, rather than included as a direct activity in the program run by Conejo Valley Senior Concerns. The amendment before your Board today corrects this error and provides that the purchasing of meals will be done by Conejo Valley Senior Concerns, thus requiring a corresponding increase in the contract amount.

Ventura Harbor Restaurant Associates, Inc.

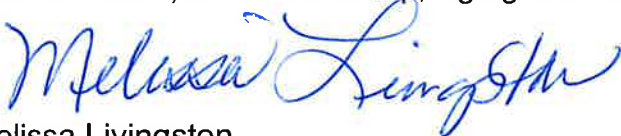
The Encampment Resolution Fund Program is operated by City of Oxnard and Ventura County's Health Care Agency, in conjunction with HSA's Area Agency on Aging (AAA), and provides outreach and case management services to unhoused individuals who are connected to two large homeless encampments within the City of Oxnard. The Encampment Resolution Fund Meal Program operated by AAA and Ventura Harbor Restaurant Associates, Inc., (which does business as Water's Edge Restaurant and Bar) provides meals to those who have been placed into interim shelter through hotel contracts negotiated by the City of Oxnard to ensure proper nutrition during their stay.

On December 31, 2023, General Services Agency's Purchasing Agent entered into an Agreement for these services through October 31, 2024. The amendment before your Board today will allow an additional 14,000 nutritiously prepared meals to be delivered to individuals and families during their stay in temporary motel housing.

Conclusion:

We ask your Board to approve, and authorize the HSA Director or Purchasing Agent to sign, the amendments with Conejo Valley Senior Concerns and Ventura Harbor Restaurant Associates, Inc., and authorize the HSA Director or Purchasing Agent to modify the contracts within the parameters described in recommendation three.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, the Purchasing Agent and County Counsel. If you have any questions, please contact me at 805-477-5301, or Victoria Jump, Aging and Disability Deputy Director, at 805-477-7300.



Melissa Livingston
Director

Attachments:

Exhibit 1 – Amendment No. 1 Conejo Valley Senior Concerns

Exhibit 2 – Amendment No. 1 Ventura Harbor Restaurant Associates, Inc.