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September 15, 2020

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

Subject: Authorization for the Auditor-Controller to Process Necessary Budgetary Transactions in Support of the Area Agency on Aging's Meal Delivery Services Programs in Response to the COVID-19 Emergency. **Requires 4/5th Vote**

Recommendation:

It is recommended that your Board:

Authorize the Auditor-Controller to process necessary budgetary transactions to adjust appropriations and unanticipated revenue for the Area Agency on Aging's (AAA) Food Pantry program, Senior Nutrition Program and Great Plates Delivered meal delivery program, as follows (requires 4/5ths vote):

INCREASE	3500-3501 Services and Supplies	\$4,208,658
INCREASE	3500-3501 Intergovernmental Revenue	\$4,208,658

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	CAL OES; FEMA; CARES Act; State Funding
Funding Match Required:	No
Impact on Other County Departments:	Minimal

**Summary of Revenues
and Costs:**

	FY 2020-21	FY 2021-22
Revenue:	\$ 4,208,658	\$ -0-
Costs:		
Direct	\$ 4,208,658	\$ -0-
Indirect-Dept	\$ 0	\$ -0-
Indirect- County CAP	\$ 0	\$ -0-
Net Costs	\$ 0	\$ -0-
Recovered Indirect Costs	\$ 0	\$ -0-

Current FY 2020-21 Budget Projection for Area Agency on Aging (Div. 3500)				
	Recommended Budget	Adjusted Budget	Projected Actual	Estimated Savings/(Deficit)
Appropriations	\$ 14,543,900	\$ 14,543,900	\$ 14,543,900	\$ 0
Revenue	\$ 13,608,183	\$ 13,608,183	\$ 13,608,183	\$ 0
Net Cost	\$ 935,717	\$ 935,717	\$ 935,717	\$ 0

Discussion:

The COVID-19 pandemic produced an unprecedented crisis for the County and AAA, which required ensuring that some of our most vulnerable citizens – seniors, and disabled and frail individuals – receive healthy meals without interruption. To meet this massive demand, AAA has continuously provided meals to its clients through the Senior Nutrition Program (SNP) (including a contract with World Central Kitchen (WCK) to provide extra meals to meet increased demand), the Food Pantry program, and the Great Plates Delivered program (GPD).

Previously, your Board approved four similar budget adjustments to meet the needs of these programs as the emergency continued and as the State extended the GPD program incrementally on a month-to-month basis. Three adjustments were during Fiscal Year 2019-20 and are summarized below:

- on April 28, 2020, increased appropriations of \$478,878, which was funded by an emergency grant as part of the federal Families First Coronavirus Response Act;
- on May 28, 2020, increased appropriations of \$3,954,000, most of which (\$3,706,875) will be reimbursed by FEMA's Public Assistance program, with the remainder (\$247,125) covered by CARES Act funding; and
- on June 23, 2020, increased appropriations of \$3,676,000, most of which will be reimbursed by FEMA's Public Assistance program (\$1,875,000), with the remainder (\$1,801,000) covered by CARES Act funding.

The following chart shows the total number of meals and corresponding costs by program for Fiscal Year 2019-20, from the time the Ventura County Health Officer issued orders in March requiring the public to “stay well at home” to the end of the fiscal year on June 30, 2020:

Fiscal Year 2019-20 Meal Delivery Program Summary					
	SNP	WCK SNP	Pantry+	Great Plates	Total
March	24,726	-	63,470	-	88,196
April	39,868	-	166,335	2,400	208,603
May	65,657	17,800	217,800	111,843	413,100
June	62,429	83,000	207,806	142,062	495,297
Total Meals	192,680	100,800	655,411	256,305	1,205,196
Total Cost	\$1,506,758	\$717,400	\$1,333,384	\$6,080,141	\$9,637,683

After the turn of the fiscal year, the State extended the GPD program from July 10 through August 9, 2020, and the Food Pantry and SNP continued to provide meals as well. Correspondingly, your Board approved a fourth adjustment for increased appropriations of \$6,242,000 on July 28, 2020, to meet the following projected costs: \$4,980,000 for GPD through August 9, 2020, and \$647,000 for SNP and \$613,000 for the Food Pantry through August 30, 2020. Most of these costs (\$4,668,780) will be reimbursed by FEMA’s Public Assistance program, with the remaining costs (\$1,573,220) covered by CARES Act funding.

The State has extended the GPD program through September 9, 2020, and the Senior Nutrition Program and the Food Pantry program projections below are for meal provisions through September 10. The following chart provides a reconciliation for each program and highlights the revenue shortfalls of these crucial programs as projected through September 10, 2020, cumulatively totaling \$4,208,658.

Projected Meal Delivery Program Costs for July 1 - September 10, 2020					
	SNP	WCK SNP	Pantry+	Great Plates	Total
Meals	67,600	51,000	306,372	328,800	753,772
Total Cost	\$193,786	\$430,000	\$625,332	\$9,099,540	\$10,348,658
Prior Funding ^A	\$131,000	\$416,000	\$613,000	\$4,980,000	\$6,140,000
Funding Shortfall	\$62,786	\$14,000	\$12,332	\$4,119,540	\$4,208,658

^ASNP prior funding was through August only.

Below is a summary of the projected total costs for the meal delivery services for each of these programs, including the additional costs for each program requiring budget adjustments:


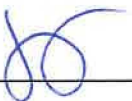
The projected total cost for the SNP through September 10, 2020 is a combined total of \$623,786, with a combined total of \$547,000 in prior funding. Therefore, the total additional costs for the SNP is \$76,786.

The projected total cost for the Food Pantry meal delivery program is \$625,332 through September 10, 2020. Prior funding in the amount of \$613,000 leaves a funding shortfall of \$12,332.

The cost of the GPD program for the term ending August 9 was \$1,500 more than the prior funding provided, which was \$4,980,000. The projected total cost for GPD for the term ending September 9 is \$4,118,040. This results in a combined shortfall of \$4,119,540.

We ask that your Board authorize the Auditor-Controller to process necessary budgetary transactions to adjust appropriations and unanticipated revenues for these meal delivery programs.

This Board letter has been reviewed by the County Executive Office, County Counsel, the General Services Agency and the Auditor-Controller's Office. If you have any questions regarding these recommendations, please contact Victoria Jump, Director, at 477-7300.

Victoria Jump
Area Agency on Aging Director