



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE: November 13, 2018**

**DATE:** Tuesday, November 06, 2018

**TO:** Board of County Commissioners

**FROM:** Amber Howell, Director, Social Services  
(775)785-8600, [ahowell@washoecounty.us](mailto:ahowell@washoecounty.us)

**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to approve a one-year sole source agreement in the amount of [\$1,585,000] with the nonprofit, Catholic Charities of Northern Nevada, retroactive October 1, 2018 to September 30, 2019 in support of the senior nutrition program, including congregate and Meals on Wheels services, in order to implement national best practices and leverage the capacity of a non-profit nutrition services agency. (All Commission Districts)

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### **SUMMARY**

The Department recommends the Board to approve a one-year sole source agreement in the amount of [\$1,585,000] with the nonprofit, Catholic Charities of Northern Nevada, retroactive October 1, 2018 to September 30, 2019 in support of the senior nutrition program, including congregate and Meals on Wheels services, in order to implement national best practices and leverage the capacity of a non-profit nutrition services agency.

**Washoe County Strategic Objective supported by this item:** Safe, secure and healthy communities.

### **PREVIOUS ACTION**

On September 25, 2018 the Board approved a three-month agreement in the amount of \$275,000 with the nonprofit, Catholic Charities of Northern Nevada, retroactive July 1, 2018 to September 30, 2018 in support of the senior nutrition program, including congregate and Meals on Wheels services, in order to implement national best practices and leverage the capacity of a non-profit nutrition services agency and approve necessary resolution for same.

On March 13, 2018 the Board approved an a one-year agreement in the amount of \$1,583,545 with the nonprofit, Catholic Charities of Northern Nevada, retroactive July 1, 2017 to June 30, 2018 in support of the senior nutrition program, including congregate and Meals on Wheels services, in order to implement national best

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practices and leverage the capacity of a non-profit nutrition services agency and approve necessary resolution for same.

### **BACKGROUND**

Retroactive approval is requested to align the contract dates with the federal fiscal year as indicated in the advanced Notice of Subgrant Awards for the FY19 senior nutrition grants received on September 7, 2018.

Washoe County Human Services Senior Services Division (Senior Services), acting on behalf of Washoe County, is responsible for the operation of all facilities, administration of all funds received, including Federal, State and local grants, property tax, and voluntary donations, in conjunction with the Senior Nutrition Program.

The funds for the Senior Nutrition Program comes from a variety of sources: the Older Americans Act Title 111(c) for congregate and home delivered meal contracts through the State of Nevada Aging and Disability Services Division (ADSD); USDA/NSIP (United States Department of Agriculture/Nutrition Services Incentive Program) funding; local soup revenue; WIN (Waiver for Independent Nevadans) funding; program income, a contract with Storey County, donations, and matching funds for ADSD funds from the County Ad Valorem tax specifically set aside for senior programming and Indigent Funds.

The Federal requirements for the senior nutrition funding require Senior Services to provide and distribute one (1) meal per day per client, for two hundred and fifty (250) days per year, for an annual total of approximately 410,000 meals.

On April 21, 2014 the Board of County Commissioners authorized the Department of Senior Services to begin negotiations with Catholic Charities of Northern Nevada for the operations of the Department's senior nutrition programs, including the congregate and "Meals on Wheels" services in order to implement national best practices and to leverage the capacity of a non-profit nutrition services agency. The partnership formally began July 1, 2014 and has successfully served more than 5,000 seniors over one million meals since that time.

### **FISCAL IMPACT**

Should the Board approve this agreement there will be no additional impact to the Human Services Agency's FY19 adopted budget as there is sufficient authority in the following accounts:

| <b>Cost Object</b>                         | <b>G/L Account</b>         | <b>Amount</b>      |
|--------------------------------------------|----------------------------|--------------------|
| CC 250511 – Nutrition Local                | 710592 – Nutrition Program | \$150,000          |
|                                            | 710872 – Food Purchases    | \$60,000           |
| IO 11508 – FY19 Home Delivered Meals       | 710592 – Nutrition Program | \$371,312          |
|                                            | 710872 – Food Purchases    | \$268,881          |
| IO 11509 – FY19 Home Delivered Meals State | 710592 – Nutrition Program | \$114,595          |
|                                            | 710872 – Food Purchases    | \$82,983           |
| IO 11510 – FY19 Congregate Meals           | 710592 – Nutrition Program | \$162,240          |
|                                            | 710872 – Food Purchases    | \$112,320          |
| CC 221410 – Senior Nutrition               | 710592 – Nutrition Program | \$262,669          |
| <b>Total Budget Authority</b>              |                            | <b>\$1,585,000</b> |

The grants for Congregate and Home Delivered Meals (IOs 11508, 11509 and 11510) have been received and will go to the BCC on November 13, 2018 for acceptance.

### **RECOMMENDATION**

Recommendation to approve an a one-year sole source agreement in the amount of [\$1,585,000] with the nonprofit, Catholic Charities of Northern Nevada, retroactive October 1, 2018 to September 30, 2019 in support of the senior nutrition program, including congregare and Meals on Wheels services, in order to implement national best practices and leverage the capacity of a non-profit nutrition services agency.

### **POSSIBLE MOTION**

Should the Board approve, a possible motion would be: “Move to approve an a one-year sole source agreement in the amount of [\$1,585,000] with the nonprofit, Catholic Charities of Northern Nevada, retroactive October 1, 2018 to September 30, 2019 in support of the senior nutrition program, including congregare and Meals on Wheels services, in order to implement national best practices and leverage the capacity of a non-profit nutrition services agency.”