SENIORS COUNCIL BOARD OF DIRECTORS

Thursday, February 17, 2022

10 a.m. – 12 Noon

Join Zoom Meeting
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Meeting ID: 810 5565 9360
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AGENDA

10 a.m.  1. Welcome, Call to Order and Introductions

2. Additions & Deletions to the Agenda

3. Receive Announcements from Board Members

4. Comments from Members of the Public on Items Not on the Agenda

5. CONSENT AGENDA
   Approve minutes of January 20, 2022 Board Meeting

10:10  6. Committee Reports
   1. Finance Committee
   2. Nominating & Board Development (Mark Trabing Application)
3. Advocacy Committee
   a. 2022 State Budget Advocacy
   b. Community Messaging
   c. Live Oak Senior Center
   d. California Senior Legislature Report
4. Executive Committee

10:40  7. Discussion of 2022-25 Request for Proposals
       1. Updated Timeline
       2. Appointment of AAA Advisory Council Representatives to Review Panel

11:20  8. Executive Director’s Report
       1. COVID-19 & Program Impacts
       2. Staff Recruitment
       3. Allocation of One-Time Only Funding (action item)

11:45  9. Program Reports (written)
       1. ADRC
       2. Falls Prevention
       3. Foster Grandparent Senior Companion Program
       4. Area Agency on Aging
       5. Project SCOUT

11:55  10. Miscellaneous Correspondence & Other Items

12:00  11. Adjourn

Next Meeting:

Thursday, March 17, 2022
Questions, Clarifications or Additional Information:

If you have a question or wish clarification or additional information about any agenda item or attached materials, please telephone Seniors Council Executive Director Clay Kempf at 688-0400 ext. 115 before the meeting. If you get voicemail, please leave a detailed message so that a response can be made.

Distribution of Materials:

If you have information to share with members of the Board, a table or other suitable space will be provided on which you may make it available. It is the wish of the Executive Committee that meetings not be disrupted by distribution of paperwork or other items.

Accessibility:

This organization attempts to make meeting content understandable in languages other than English. All Meeting rooms are accessible for people with disabilities. If you wish to discuss reasonable modifications or accommodations for language or disability, please contact the Seniors Council office at 688-0400 at least 48 hours before the meeting.

Seniors Council Mission Statement

It is the mission of the Seniors Council to enable older persons to function with independence and dignity in their homes and in the community to their fullest capacity.

Area Agency on Aging Mission

To provide leadership in addressing issues that relate to older Californians; to develop community-based systems of care that provide services which support independence within California’s interdependent society, and which protect the quality of life of older persons and persons with functional impairment; and to promote citizen involvement in the planning and delivery of services.
BOARD OF DIRECTORS
January 20, 2022
*Held by Zoom Conference Call in accordance with COVID-19 distancing requirements*

MINUTES

BOARD MEMBERS PRESENT: Rose Apodaca, Pam Arnsberger, Tami Aviles, Barbara Canfield, Cathy Cress, Darrell Johnson, Barbara Kaiser, Wendy King, Mickie Luna, Steven Matzie, Wayne Norton, Antonio Rivas, Jane Schwickerath, Gwen Yeo

ABSENT: Creighton Mendivil

STAFF PRESENT: Clay Kempf, Executive Director; Britt Bassoni, Special Projects; Patty Talbott, AAA; Hilary Minugh, Fiscal Specialist; Cathy Colvard, Fiscal Officer, Leanne Oliveira, ADRC Coordinator; Ed Santana, OTHERS PRESENT: Mark Trabing

1. Welcome, Call to Order and Introductions
   Board President Wayne Norton called the meeting to order at 10:05 AMThose present introduced themselves.

2. Additions and Deletions to the Agenda
   None.

3. Receive Announcements from Board Members
   Clay requested a closed session at the end of the meeting.

4. Comments from Members of the Public on Items Not on the Agenda
   None.

5. Consent Agenda
   Board members were referred to minutes of the December 2, 2021 joint meeting with the AAA Advisory Council.
   MOTION, Yeo/Arnsberger, to approve the minutes of the December 2, 2021 meeting as submitted. PASSED Abstaining: Apodaca

6. Committee Reports
   6.1 Finance Committee – no report, did not meet this month due to audit. Will meet in February.
   6.2 Nominating Committee – Pam introduced Mark Trabing, attending as a prospective Board member, who has great expertise in housing issues.
   The board is currently full. In April, the committee will be contacting those whose
terms are coming up to verify if they plan to continue. The committee is continuing to work on Board diversity and has been coordinating with Black Health Matters. Rosa announced that she is moving out of San Benito County, her last meeting will probably be in May. Any prospective Board member suggestions should be directed to Pam and the Nominating Committee.

6.3 Advocacy Committee – Clay reported. State budget subcommittee it is on agenda to be held in person, but there will be Zoom access. If it’s on the agenda Clay will be on panel, otherwise he will just testify. State budget is very healthy, expect about $5B of surplus, plus $25-31B in additional funds this year. There seems to be more interest in one-time only projects, not committing to long term.

He reviewed the top priorities:

1) $10M has been included in State budget for Foster Grandparent program. In 2008-09 state funding for community based programs, including FG was gutted. Looked at what used to be allocated, about $30M a year, so ask is $90M over 3 years. Categories: caregiving support. case management, Brown Bag, FG/SC and ADCRC. There is already some funding for ADCRC in the HCBS budget.

2) Ongoing funding for senior nutrition $70M – unmet need is still great, plus loss of federal emergency funds that has helped the programs grow.

3) Alzheimer’s/senior dementia support program – pilot program to put a dementia specialist in several ADRCs. Partnership with Alzheimer’s Association.

4) Aging in place support – includes a broad array including shared housing, transportation, legal. State provides no match for IIIIB supportive services. Request is for $10M per year- $30M over 3 years.

5) Create a program for AAA’s to recruit, support and coordinate volunteer recruitment. Proposal came from our area. AAA programs need to reboot and recruit more volunteers.

Cathy asked if ADCRC would be an add-on to Elderday. Clay said historically it was in San Benito County, would like to reinstate it there. Wayne said great to see support for volunteer recruiting, but also critical to have the support them once they’re recruited. It is a good year for advocacy, next year there will be a whole lot of new people in the Legislature and a lot more education to do. Clay said Master Plan for Aging is doing what we hoped, elevating the conversation.

Clay also started discussion at Advocacy and AAA Advisory Council about how to build on the success of elevating the conversation. He presented his ideas:

1) Challenge ageism and ableism and work for equity for older adults in all areas.
2) Embrace the creation of local playbooks for master plan for aging
3) Funding for Older Californians Act – investment and modernization.

6.4 Executive Committee – no additional report

7. Area Agency on Aging Requests for Proposals

Clay said items for review and discussion are overview of process, updated timeline, RFP document, staff update on funds that were put out to bed, review of Letters of Intent received and composition of, as well as Board appointments to RFP panel. The AAA Advisory Council met and reviewed this item yesterday.
Timeline and key dates were reviewed. Proposals for competitive bids will be due February 22. Cathy asked if there is a ceiling on the amount of funds going out to bid. Clay said there is currently about $2M of ongoing funding, but there will be other funding that may come available.

Patty provided a review of the services that were put out to bid. Clay directed Board members to pages 7-6 and reviewed the Letters of Intent document and explained the process. Notice of funding availability was done in compliance with public noticing as wide distribution through community notices. If there is only one applicant that meets contract and program requirements and is in good standing, staff is authorized to negotiate a sole source contract.

In Santa Cruz County,

- **Mealsite Transportation- $20,000.** Competitive bids with Grey Bears and Community Bridges/Lift Line applying for the full amount. Steven noted that Grey Bears isn’t currently a transportation provider. Clay will be following up with them to clarify their intent. Clay noted that the funding for transportation is a small amount and the current provider, Lift Line uses other funding sources to support it.

- **Peer Counseling - $7500.** One applicant for full amount, Family Service Agency. Vista Center applied for $800 of funding, but has since withdrawn.

- **Visiting – $7500.** Two applicants, Family Service Agency for full amount and Diversity Center for $2000. Clay has not been able to connect with Diversity Center yet to confirm, so this is potentially competitive.

- **Case Management – $23,500.** Senior Network Services for full amount, Vista Center for $1300. Vista Center has withdrawn their LOI.

- **Information & Assistance - $77,500.** Four applications received. Senior Network Services for full amount. Smaller applications received from Community Bridges ($27K), Diversity Center ($10k) and Vista Center ($2400). Intent is to award one contract to serve the county. Community Bridges and Vista withdrawn. Haven’t been able to confirm status with Diversity Center.

  Antonio asked about ethnicity data of those served by I&A providers. Patty said that I&A is an unregistered service, due to the brief nature of I&A contacts, demographics are not collected. AAA staff do monitor for linguistic access.

- **Residential Repairs/Minor Modifications - $25,000.** One application for full amount from Volunteer Center.

- **Senior Nutrition Program - $937,000.** Two applications received for full amount, one from Community Bridges/Meals on Wheels and one from Grey Bears. Competitive.

- **Family Caregiver Support Program – $101,000** funding available, but option to apply for individual services due to broad nature of services available. Only one applicant, Senior Network Services for full amount.

There were no additional questions on Santa Cruz County only services.
San Benito County Services

- **Case Management - $5000.** Jovenes de Antaño applied for full amount. Vista Center applied for $200 and has since withdrawn.
- **Information and Assistance - $20,000.** Jovenes de Antaño applied for full amount. Vista Center applied for $400 and has since withdrawn.
- **Mealsite Transportation - $20,000.** Jovenes de Antaño sole applicant for full amount.
- **Senior Nutrition Program - $319,000.** Jovenes de Antaño sole applicant for full amount.
- **Family Caregiver Support Program - $34,000.** Jovenes de Antaño sole applicant for full amount.

Rosa asked why Vista Center withdrew. Clay said they did not understand the comprehensive nature of the services and contractual requirements to be provided for such a small amount of funding.

**Providers of Two-County Services**

- **Title III/VII Long Term Care Ombudsman - $177,000.** Advocacy, Inc. sole applicant for full amount.
- **Title IIIB Legal Assistance - $92,000 – Senior Citizens Legal Services** sole applicant for full amount.
- **Health Insurance Counseling and Advocacy Program - $293,000.** Senior Network Services sole applicant for full amount.

All sole source applicants are current providers in good standing. Contracts, including any new requirements, funding levels, match requirements, service units targets will be negotiated as part of the new contract cycle.

Community Bridges and Grey Bears will be invited to submit full proposals for the Senior Nutrition Program and Mealsite Transportation. Clay will connect with the Diversity Center about their application and clarify the requirements of the services applied for.

Staff recommends a minimum contract threshold of at least $10,000 due to the many requirements associated with AAA contracts.

Mickie Luna asked about how services are delivered in San Benito County. Clay said that providers contracted to provide service in both counties are expected to put 25% of their resources to providing service to San Benito County. The AAA has a longstanding policy of overfunding services in San Benito County with a 75%/25% funding split, even though the split of 60+ population is 82%/18%.

Patty clarified that the RFP cycle is a 3-year cycle from July 1, 2022-June 30, 2025, but contracts may only be issued for one year at a time, as funds are only received from the State in one-year increments. Pending continued availability of funding and satisfactory provider performance, contracts may be renewed two additional times. Patty noted that the monitoring of providers happens on an ongoing basis both with fiscal and program, in addition to formal onsite monitoring.
Wayne referred to the RFP document in the packet and asked if there were any questions. Jane commended staff for the ongoing monitoring they do to ensure that qualify services are being provided and funds are well accounted for. Clay said that the AAA Advisory Council reviewed and approved the RFP documents as submitted.

Rosa and Mickie raised some questions about services in San Benito County and asked for a meeting with San Benito County representatives to discuss. Clay said he is happy to set that up. He said the San Benito County Master Plan for Aging group will also be convening soon to meet about planning for services in San Benito County.

**MOTION**, Arnberger/Yeo, to approve the Request for Proposals process, as presented. **PASSED** Abstaining: Matzie

Clay referred to page 7-3, and said the RFP Review Committee will review proposals received, interview applicants and score the applications and make a recommendation for funding. There will be an orientation meeting, a meeting for applicants to present and be interviewed and then score and make recommendations. Total meetings will be 2-3. Recommendation is composition of three Board members, two AAA Advisory Council members, two staff and two community members.

The Nominating Committee has recommended the appointment of Wayne, Pam and Jane from the Seniors Council Board. AAA Advisory Council discussed appointments, but did not confirm, this will happen at next meeting. Staff representatives will be Clay and Patty. Clay said that Alicia Morales, Director of Aging and Adult Services for Santa Cruz County has agreed to be a panel members, as has Katie Nuñez, City of Watsonville Senior Programs Coordinator.

**MOTION**, Yeo/ Kaiser, to approve the recommended Request for Proposals Review Committee and that the AAA Advisory Council finalize their appointments at their next meeting. **PASSED** Abstaining: Matzie

Antonio requested that Board members be able to review the full proposals before the Board makes the final vote. Clay said this can be done electronically by request to any Board member who would like to review them. Barbara Kaiser clarified that it should be done with the caveat that it is for Board member review only and should remain confidential. Pam clarified that summary statements can be released to the public, but Board members may receive copies of proposals.

8. **Executive Director’s Report**

Master Plan for Aging – San Benito County AAA Advisory Council reps are leading efforts to convene a San Benito County Master Plan for Aging group with elected officials and San Benito County reps, including looking at services in San Benito County and how to expand them to meet growing needs. Clay is excited that there is local momentum to embrace this. In Santa Cruz County, the County is taking the lead to staff and convene an MPA workgroup with officials from all jurisdictions and have invited a couple of Seniors Council Board members to participate. Supervisors McPherson and Friend will also be participating. Many of the MPA issues are far beyond what Seniors Council can do, and will involve fuller community engagement. Mickie said that San Benito County is very different than
Santa Cruz County and the needs are different and she would like to meet before the MPA meeting to discuss. Clay said he welcomed doing so and will do so as a precursor to the MPA meeting.

Clay expressed thanks and support for Britt and Leanne for bringing the ADRC forward to achieve full designation status, tremendous amount of work.

9. **Program Reports**
   9.1 Falls Prevention – report in packet
   9.2 Foster Grandparent/Senior Companion Program – report in packet.
   9.3 Area Agency on Aging – no additional report
   9.4 Project SCOUT – no additional report in packet
   9.5 ADRC/No Wrong Door San Benito County – report in packet.

10. **Miscellaneous Correspondence - none**

11. **Adjournment**
    The meeting was adjourned to closed session at 12:05 PM
    The salary schedule was modified to add Administrative Services Officer, and move the position of Project SCOUT Coordinator to the same salary range as that of the Falls Prevention Program Director, and changing the title from Project SCOUT Program Coordinator to Project SCOUT Program Director.

**Next meeting: February 17, 10am-noon**

Minutes prepared by: Patty Talbott
Seniors Council Application
Board of Directors, FGP/SCP, or AAA Advisory Council

Name: Mark Trabing
Address: [Redacted]
City: [Redacted], CA, Zip Code: [Redacted]
Phone Number: [Redacted], E-Mail: [Redacted]

Occupation: Retired from city government

Relevant Skills: affordable housing development, city planning, grantsmanship

Educational Background: Masters in Community Development, UC Davis

Previous Experience on a Board of Directors and/or Advisory Committee:
Jamaica Trail Project, 2020 – Present
Santa Cruz Homeless Services Center, 2013 - 2018
Monterey County Housing Advisory Committee, 2015 - 2018
Ability First (formerly Crippled Children’s Society of Southern California (1992 – 1999)
National Community Renaissance (CORE) Founding Bd Member 1992 – 1999
etc

Why are you interested in serving on the Seniors Council Board or one of its Advisory Councils?
I like being involved in community affairs. Since I became a senior and I help care for my 95-year-old mother, I have a growing interest in seniors. I also have experience in developing affordable independent living senior apartments.

What types of activities are you interested in working on?
Affordable housing, grants, legislation, nonprofit grantee effectiveness

What do you think is the greatest challenge facing seniors in our region?
Cost of living and isolation
Investing in Older Adults and
Modernizing and Updating the Older Californians Act

The Older Californians Act’s (OCA) first major amendment in 1996 (AB 2800) built on existing Older Americans Act (OAA) programs and introduced additional Community Based Service Programs (CBSP) that were not part of OAA. Funding for these programs came from the state general fund and were highly successful. Cutbacks occurred during the Great Recession, leaving the programs authorized but not funded. Since then, the number of Californians over 60 years of age has continued to grow, from about 6 million people in 2010 to over 8.6 million in 2021 - a 43.33% increase - while the California CPI-U inflation rate has increased about 28.3% during the same period.

C4A believes reinvestment in the OCA is warranted, with funding for those successful programs reinstated and adjusted for growth and inflation. C4A also believes that the services funded by this reinvestment should reflect lessons learned over the past decade and changes in the needs of the 60+ population. These services are consistent with many of the goals and objectives of the Master Plan for Aging, and represent a major step in achieving the lofty goals contained therein.

Proposed approaches to achieve these goals total slightly under $142 million in one-time funding allocated across three years, plus $70 million ongoing to combat senior hunger.

<table>
<thead>
<tr>
<th>Item:</th>
<th>Nutrition (Ongoing)</th>
<th>CBSP Restoration (OTO)</th>
<th>Caregiver Support (OTO)</th>
<th>Aging in Place (OTO)</th>
<th>Volunteer Development (OTO)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$22-23</td>
<td>70</td>
<td>90*</td>
<td>5.451</td>
<td>33</td>
<td>13.5</td>
<td>$212</td>
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**C4A California Budget Priorities**

C4A supports expanding the scope of existing OCA programs and authorizing and funding innovative programs that address the evolving needs of older adults.

1. **Nutrition Program Expansion**

C4A is seeking additional funding to support and expand the state’s current meals programs and address California’s continuing senior nutrition crisis. It is our belief that additional funding should be based, at a minimum, on COVID-era funding levels to support the critical work of AAAs in providing food services to older adults and people with disabilities. Although the state has increased its funding for home delivered and congregate meals, additional funding is needed to be able to support the need. Local governments and non-
profits provide a disproportionate amount of the funding currently, and asking for locals to increase their share even more is too much at this time. With the state surplus we can address the current discrepancy and remove some of the burden from local entities.

C4A seeks an initial $70 million investment to replace sunsetting federal COVID-focused funding, with the goal of further expansion to address remaining gaps in the future. Without this funding, current service levels would be drastically reduced, with 7 million meals lost, harming approximately 26,000 older Californians.

Ongoing funding will be requested in subsequent years to address the forecast increased need for meals.

In 2021, a study funded by California Department of Aging to get a better understanding of the size and scope of unmet need for food assistance by older Californians found that:

- Many older adults in California cannot afford to purchase all of their own meals. Nearly 2.5 million low-income older adults (age 60+ with incomes below the Elder Index income adequacy level) likely struggle to afford ~1.24 billion meals per year in California before accounting for available services.
- COVID-era expansion of food assistance programs shrank that gap to the 370 million meal range. Three of the largest drivers of the reduction in the meal gap from pre-COVID to COVID-era were: temporary CalFresh policy changes, dramatic expansions of food bank distributions, and the expansion of Older Americans Act nutrition programs. Should nutrition funding remain flat, the unmet need is likely to return to that of the pre-COVID era, and with the growth of the 60+ population, potentially well-beyond what we’ve experienced to date.

2. C4A believes that CBSP related investments build on FY 2009-10 levels to include increases in the CPI index and account for population growth in those Californians over 60 years of age.

Initial allocations for CBSP administration and programs for FY 2009-2010 were $933,668 and $12,897,835 respectively. Inflating these numbers by cumulative inflation and 60+ population growth through 2020 brings funding to $1,716,585 and $23,711,634, for a total of $25,428,219. Applying the November 2021 California annual inflation rate of 4.5% would result in a FY 2021-2022 budget of about $1.794 million for administration and $26.572 million for programs. Assuming the inflation rate in 2022 returns to the 2.57% annual rate forecast by the state Department of Economics, $90 million would provide core funding for the three-year restoration of all of the previously budgeted services.

Statutory change will be required to allow these dollars to be used for programs reflecting current service needs that are consistent with programs previously authorized. The existing programs and their purpose are depicted below:
<table>
<thead>
<tr>
<th>CBSP Program Category</th>
<th>Brief Program Description</th>
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<tbody>
<tr>
<td>Respite Purchase of Service</td>
<td>Caregiving Support</td>
</tr>
<tr>
<td>Linkages</td>
<td>Case Management Services</td>
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<tr>
<td>Brown Bag</td>
<td>Food &amp; grocery distribution &amp; delivery</td>
</tr>
<tr>
<td>Foster Grandparent</td>
<td>School Mentoring for at-risk children provided by low-income older volunteers</td>
</tr>
<tr>
<td>Senior Companion</td>
<td>Home Assistance for frail seniors provided by low-income older volunteers</td>
</tr>
<tr>
<td>Alzheimer's Day Care Resource Centers (ADCRC)</td>
<td>Social Day Care &amp; Resource Center for those with forms of Senior Dementia</td>
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* $10 million for FGP/SCP is in the Governor’s budget. A balance of $80 million is needed to fully fund the proposal

3. Caregiver Support

C4A recommends establishing the Family and Caregiver Support Program under the OCA to support individuals with Alzheimer’s and related Dementia. General Funding in the amount of $3.451 million would be used to establish a two-year Family and Caregiver Support Program expansion pilot with six emerging and/or designated Aging and Disability Resource Connection Centers (ADRC’s). A $2 million match would be provided by the HCBS OARR Family Caregiver Funds. If successful, the Program would be expanded in FY 2023-2024 to include more counties.

Funding is initially intended to provide 12 dementia care specialist positions at ADRCs. The Program would provide screening, family support, purchase of services, case management and other needs to serve the targeted population as well as assisting in the development of dementia friendly communities through outreach events and professional consultations.

Additionally, state funding would be made available to assist individuals to purchase services and goods related to the care of someone with Alzheimer’s disease. Up to $6,000 per person would be available, depending on the person’s need for services to provide respite care, adult day care, or housing assistance. Eligibility would be limited to those individuals that are not eligible for public benefit programs such as IHSS and also cannot afford to pay for services. This dedicated state funding would be part of the state match for Title IIIE. Currently the state provides no funding, with the Federal government providing 75% of the funding and local programs providing a 25% match.

4. Supporting Aging in Place

C4A seeks $33 million in one-time funding over three years for Title IIIB Supportive Services, including programs such as: housing navigation, legal protection, Shared Senior Housing programs, access to benefits making housing more affordable, home modification and minor home repair, transportation to critical services, information & assistance, rental assistance, and required match to federal Older Americans Act funding. These services will directly support Goal 1 of the Master Plan for Aging; Housing for All Ages and Stages.
5. Senior Volunteer Recruitment and Coordination

$13.1 million for a 3-yr pilot program to facilitate, recruit, train, and retain volunteers to support existing volunteer programs and adapt older adult volunteerism to meet the challenges and lessons learned related to service delivery during the COVID-19 pandemic.

Volunteerism is an essential part of society, and is highlighted nowhere more than in the senior community, as recognized by Governor Newsom in his budget proposal for $10 million for the Foster Grandparent & Senior Companion Programs. C4A’s pilot proposal embraces Goal 3 of the Governor’s Master Plan for Aging (Inclusion and Equity, not Isolation) and promotes opportunities to Volunteer & Engage Across Generations.

The benefits of volunteerism are vast and varied. They have a tremendous impact on the community and on those they help, on the cost of services, and on the volunteers themselves. There is nothing more effective at keeping an individual engaged and active in their community than volunteering, and no group that has become more socially isolated during the pandemic than older adults.

Federal and State programs such as Ombudsman, HICAP, and Tax Counseling for the Elderly statutorily require the use of highly-trained volunteers – involving months of training – to carry out their duties. Numerous other programs use volunteers as a necessity – not because they’re required to do so in regulations, but because it is the financial reality of trying to serve those in need under existing funding constraints. Contractors & tradespeople providing Home Repair and Modification, Volunteer Drivers, Peer Counselors, Pro Bono Attorneys, and Healthcare Professionals all volunteer time to our services for older adults & people with disabilities.

The COVID Pandemic has been especially devastating to programs relying on volunteers, and in particular those that involve older volunteers. For safety reasons, older volunteers have been discouraged from volunteering, and the volunteer force is now a fraction of what it was just 2 years ago. Recruiting and revitalizing volunteers and promoting safe methods of volunteering as vaccinations increase and COVID (hopefully) quiets down is one of our biggest challenges. Without these critically important volunteers, service costs will escalate, or services will not be available at all.
These funds would provide staffing for the creation of a Volunteer Coordination Service for every AAA to address these challenges and maximize the benefits available. The Volunteer Coordination Program could be operated directly in-house or contracted out to an existing or new agency within the community.
DATE: February 11, 2022

TO: AAA Advisory Council

FROM: Patty Talbott, AAA Administrator

RE: 2022 CALIFORNIA SENIOR LEGISLATURE ELECTION

The California Senior Legislature is a volunteer organization with a long and proud history of advocating for seniors, identifying needs, developing bills to present to elected officials and working to get the top ten CSL priorities passed into law.

Area Agencies on Aging are designated to conduct the election of local California Senior Legislature officials every four years. In our Planning and Service Area (PSA) we are designated one Senior Senator and one Senior Assembly member. We currently designate one representative for Santa Cruz County and one from San Benito County, and our intention is maintain that balance.

Until recently, Chuck Molnar had served as the CSL Senior Senator representing Santa Cruz County. Chuck has been with the CSL for many, many years and has recently announced he will not be seeking re-election. We are very grateful to Chuck for his leadership and advocacy with the CSL.

Mickie Luna is currently the designated CSL Assembly member and is representing San Benito County. Mickie has notified me that she would like to continue with the CSL, in the role of Senior Senator.

Between now and March 31st, interested candidates may submit applications to be considered for a seat in the CSL. The California Commission on Aging oversees this process along with the CSL Joint Rules Committee. Anyone interested in applying can contact me to receive the forms that must be completed as part of the process. Typically, a ballot petition requiring 25 signatures is one of the requirements, but due to COVID that has been waived.

I will review any applications received for the CSL positions for completeness and forward them to the State CSL office, where they will be further reviewed. The State Office will notify me of approved candidates for the election the CSL election to be held at our May, 2022 Advisory Council meeting.

A flyer about the CSL and a brief summary of the election process is attached. Please feel free to contact me directly at pattyt@seniorscouncil.org with any questions.
California Senior Legislator Elections

✓ Are you 55 or over?
✓ Involved and aware of senior issues in your local area?
✓ Driven to make a difference in the lives of aging Californians?
✓ Willing to volunteer?
✓ Interested in representing your local community at the State Level?

If you Answered **yes**, visit the California Senior Legislature website at [www.4csl.org](http://www.4csl.org) or ask your local Area Agency on Aging (AAA) for a CSL election packet to learn more.

Election packets are due to your local AAA office no later than **March 31, 2022**.
2022 CSL ELECTION PROCESS

Applicants

There are two types of applicants for the CSL.

- **Incumbents**

  CSL members serve a four year term and must re-apply during the fourth year of their term to be considered for the elections conducted in May 2022. **A separate email will be sent to each CSL member prior to January 1st outlining the election process to them and the forms required to submit for re-election in May 2022.**

  There application package is as follows:

  - CSL Application
  - Updated Resume
  - Code of Ethics Statement
  - Statement of Commitment
  - Volunteer Agreement

  **Incumbents are not required to submit the Ballot Petition that contains 25 signatures.**

- **Potential New Members**

  Individuals applying for the first time to the CSL are required to submit the following application package:

  - CSL Application
  - Updated Resume
  - Code of Ethics Statement
  - Statement of Commitment
  - Volunteer Agreement
  - Ballot Petition **(Note: Due to the continuing COVID19 Pandemic the submission of this form has been suspended and is not required as part of the application package.)**

- **Application Due Date**

  The application package is due no later than (NLT) March 31, 2022 to the Area Agency on Aging (AAA) serving the area the applicant resides in.

  The application package will be reviewed by the AAA for completeness and electronically transmitted to the CSL Headquarters (Hqs)
The current CSL members are Senior Senator Charles Molnar and Senior Assembly Member Mickey Luna.

- **Elections**

Election of members to the CSL will be held every four years from May 1st to June 25th. Elections should be scheduled in May 2022 during the AAA Advisory Committee meeting.

CSL Hqs should be notified of the scheduled election by March 31st.

During the month of April each AAA that submitted applications to CSL Hqs will receive a Certificate of Eligibility identifying those candidates that were deemed qualified to run for election. This is the election “ballot” AAA’s will use to elect candidates to the CSL.

Each candidate will be given an opportunity to briefly summarize why they should be elected to the CSL. The standard time period is 2-5 minutes.

- **Election Results**

Election results must be in to the CSL Office by 5pm on June 30th.

- **Newly Elected CSL Members**

The four year term of office of newly elected CSL members begins the 1st day of the Annual Legislative Session conducted in October 2022 when they are sworn into office.

- **New Member Orientation**

An orientation for members elected for the first time to the CSL will be conducted using a virtual format prior to the Annual Session. It is at that time that applicants become an official member of CSL. At the Annual Session newly appointed CSL members would receive business cards and an ID badge.
2022-2025
AREA AGENCY ON AGING
REQUEST FOR PROPOSALS TIMELINE

December 2021

Dec 8  Availability of Funds and Letter of Intent Notice released *(completed)*

January 2022

Jan 5  Deadline for receipt of Letter of Intent – 12 noon *(completed)*

Jan 19  **AAA Advisory Council** reviews staff recommendations regarding LOI’s received and makes final recommendations to RFP text, criteria, and weighting. AC appoints Proposal Review Panel representatives *(public meeting) (completed)*

Jan 20  **Board of Directors** reviews staff recommendations regarding LOI’s received, and gives final approval to RFP text, criteria, weighting. Board makes final appointments of Proposal Review Panel members. *(public meeting) (completed)*

Jan 25  Staff issues Request for Proposals (RFP), containing approved proposal review timeline & proposal review criteria. Proposals distributed to interested applicants. (Tuesday) *(completed)*

February 2022

Feb 1  Bidders Conference held. (Tuesday, 1 p.m.) *(completed)*

Feb 22  Proposals due to Seniors Council Office by 4 p.m. (Tuesday)

Feb 24  Staff checks all references included in proposals. Proposal Review Panel members read proposals & prepare draft individual evaluations, using established criteria.

2-28 – 3-10  Proposal Review Panel meets to discuss content of proposals. *(closed session)*
Proposal Review Panel conducts question-and-answer session with applicant agencies.

Proposal Review Panel meets to make preliminary recommendations for award of contracts & funding levels. (closed session)

March 2022

Mar 14    Staff issues notice to all applicants regarding panel recommendations.

Mar 16    AAA Advisory Council certifies process to date & reviews recommendations) (public meeting)

Mar 17    Board of Directors reviews recommendations of Proposal Review Panel & Advisory Council.
Board receives comments from the public.
Board hears any inquiry, protest, objection or complaint about proposal review process.
Board makes preliminary decision regarding contracts & funding. (public meeting)

Mar 21    Staff issues notice to all applicants regarding Board's preliminary decision & advises applicants of opportunity to appeal decisions.

March 31    Any appeal of Board decisions must be received in writing by 4 p.m.

April 2022

- Staff finishes draft 2022-23 Area Plan Update, based on Planning Committee recommendations, preliminary funding decision of Board, & community input
- Staff compiles all data for Area Plan Update submittal to CDA

April 1-17    Appeals Review Panel meets to hear any appeals.

April 20    AAA Advisory Council reviews & approves funding recommendations & draft Area Plan objectives & certifies process to date. (public meeting)

April 21    Board of Directors makes final decision on services to be funded,
award of four-year contracts, including conditionally-approved contracts, subsequent RFP in the event of unacceptable proposals, adopts contingency plans, internal budget. (*public meeting*)

April 29 2022-2023 Area Plan Update on Aging submitted to CDA.

**May 2022**

May 18 **AAA Advisory Council** reviews contract terms & specifications. (*public meeting*)

May 19 **Board of Directors** gives final approval to service contracts, including terms & specifications. (*public meeting*)

May 23 Staff issues notice to all applicants regarding Board’s final action.

**June 2022**

Seniors Council staff issues contracts for service

*Last updated 2-11-22*
Date: 2-11-22

To: Area Agency on Aging Advisory Council
   Seniors Council Board of Directors

From: Clay Kempf, Executive Director

RE: Executive Director’s February Report

COVID-19
COVID-19 continues to be at the forefront of all programs serving seniors, including our own agency. Re-opening progress of our agency, our contracted service providers, senior centers and other organizations serving older adults suffered a setback with the emergence of the Omicron variant. Santa Cruz County senior dining sites have closed again as a result, and all of our programs and contracted providers are compromised in their ability to operate. We continue our practice of requiring in person visitors are service recipients to provide proof of vaccination, confirmation of being symptom free, and practicing safe distancing and masking as a condition of interacting with our staff. Officially, our offices remain closed to the public. Exceptions under the above conditions are made to SCOUT and Falls Prevention clients or specialized vendors (e.g., auditors) by appointment only. And if this narrative looks the same as last month’s report, sadly, it is. Change is slow in coming.

STATE & COMMUNITY ACTIVITIES
We continue to participate in a variety of local and state efforts regarding older adults and people with disabilities. Many of these are items on the agenda and will be discussed there. Other developments of interest include the upcoming opening of the Community Foundation for San Benito’s new building “The Epicenter”, in the 400 block of San Benito Street. Human Care Alliance is discussing either dissolving or reinventing itself with a much smaller function. California Association of Area Agencies on Aging (C4A) leadership via co-chairing their Legislative Committee and serving on the Executive Committee continues to consume a lot of my time while also providing the opportunity for greater influence on the interactions of the California Department of Aging and AAAs. Movement on re-designation of AAA’s has quieted down for the most part, but I don’t think the issue is over.
We still interact with our service providers on a regular basis, in formal ways (program monitoring & reporting) and in more casual conversations keeping each other informed of challenges and successes.

STAFF RECRUITMENTS
Interviews and recruitments are underway for several positions. Announcements will be coming soon regarding new agency employees, and we’ll invite the new hires to attend some upcoming meetings and meet our Board & Advisory Council members.

BUDGET AMENDMENT 3 AND ONE-TIME ONLY DISTRIBUTIONS
We have received two new budget displays and allocations from the California Department of Aging regarding Older Americans Act-related funding. The most significant of these is official notice of our allocation of American Rescue Plan Act, or ARPA, funding, available upon execution of our contract through September 30, 2024. ARPA funds total $1,132,804. Staff is recommending we make those funds available starting July 1, 2022 through June 30, 2024, with the funding being split evenly between each year. Releasing the funds sooner than that isn’t practical for our service providers (it will be several months before we could distribute the monies at the earliest) nor realistic for us. Staff will return with a plan about our process to distribute these dollars.

More immediate, however, is the receipt of $33,776 in One-Time Only (OTO) funding. These funds Use of One-Time Only funds is restricted as follows:

1) The purchase of equipment which enhances the delivery of services to the eligible service population;
2) Home and community-based projects which assist caregivers to maintain care receivers in the home environment, as approved by the Department;
3) Innovative Pilot Projects, as approved by the Seniors Council and the California Department of Aging, and;
4) Increase of baseline services

One-time only funds cannot be transferred between service categories (e.g., Title III-E funds cannot be used for Title III-C activities). **One-time only funds must be spent in the current fiscal year.**

The late notification of this funding makes it impossible for us to follow our standard OTO process of inviting our current providers (and our own programs) to submit
simple applications for the use of the funding. The amount of funding available also makes this process less meaningful than in years past.

Staff is recommending the following allocation of the available OTO Funds:

**Title IIB (Supportive Services)**
$13,957 to Direct Services – Project SCOUT Tax Assistance in both SC and SB Counties

**Title IIB Ombudsman & VII Elder Abuse Prevention**
$2,547 to Advocacy Inc. in both SC & SB Counties

**Title IIC1 (Congregate Nutrition- $2,793) & IIC2 (Home Delivered Meals - $366)**
$2,369 to Meals on Wheels/Community Bridges serving SC County
$790 to Jovenes de Antaño serving SB County

**Title IID – Health Promotion/Disease Prevention**
$2,255 to Direct Services – Falls Prevention Classes

**Title IIE (Family Caregiver Support Program)**
$8,894 to Senior Network Services for caregiver respite - serving SC County
$2,965 to Jovenes de Antaño for caregiver respite serving SB County

As these funds have not been previously allocated to any of our direct services or our contracted service providers, Board action is required.
PROGRAM MEMO

To: Area Agencies on Aging

No: 22-01

DATE ISSUED: January XX, 2022

SUBJECT:
• Federal American Rescue Plan Act (ARPA) [Older Americans Act], P.L. 117-2
• One-Time-Only (OTO) Unspent Federal Fiscal Year (FFY) 2021 Area Plan Funding

EXPIRES: September 30, 2024

PROGRAMS AFFECTED: Older Americans Act Title III-B, III-C-1, III-C-2, III-D, III-E, and Title VII.

SUPERSEDES: N/A

PURPOSE
This Program Memo (PM) outlines the process, methodology, and timing for distribution of ARPA federal funds and unspent OTO via Fiscal Year (FY) 2021-22 Area Plan Amendment #3:

• The ARPA provides additional funding for existing Older Americans Act (OAA) programs.

• The OTO funding is unspent FFY 2021 funding, reallocated to AAAs via the Intrastate Funding Formula.

Lastly, this PM also provides updates on new state funding and other federal distributions.

FUNDING DISTRIBUTION
CDA intends to disburse the federal ARPA and OTO funding to the AAAs within the 2021-22 Area Plan Amendment #3. This amendment is scheduled for release in January 2022. The amendment is a package of COVID-19 ARPA funds that have been released from the Administration for Community Living (ACL) for COVID-19 response and unspent OTO from FFY 2021.

The ARPA funds are being placed into the 2021-22 Area Plan Amendment #3 contract to fulfill the California State Controller’s Office (SCO) auditing and oversight requirements. The ARPA funds are distinct and separate from regular Older Americans Act Area Plan funds. Please see below for more detail on budget displays and reporting.

The ARPA funds must be spent by September 30, 2024. Funds must be expended on allowable
OAA activities as defined by the OAA and California Code of Regulations. Please keep in mind that ACL guidance states that the AAAs should utilize FFCRA, CARES, CAA, Title XX Elder Justice, ARPA and then OAA funds, in that order. Following this order will allow for full expenditure of the five emergency COVID-19 funds, which are not available for carryover. Follow-up guidance with the CDA process for review of current spending, spending plans, and any needed reallocation process for all COVID-19 funds will be issued soon.

**Flexibilities**
The ARPA funds, which have been allocated in Title III-B, III-C-1, III-C-2, III-D, III-E, and Title VII are available for full flexibility under California’s Major Disaster Declaration (#DR-4482) of the Stafford Act (the Act). As such, the CAA Section 732 permits states to use any portion of the funds for disaster relief for older individuals. **AAAs have discretion to spend any ARPA funding on disaster relief and will not be required to submit waivers or transfers to do so.**

OTO funding is not open to any flexibilities and must be expended in the category in which it is provided.

**Noncompetitive Award**
Based on the language in the State and Local Fiscal Recovery Funds - Compliance and Reporting Guidance that includes FAQs from the US Treasury Dept, CDA’s interpretation is that ARP spending should be done consistently with any other federal funds, such as Older Americans Act (OAA) dollars.

Such that, the availability of a noncompetitive award option allows the AAA to award or enter into contract (of up to one year) on a noncompetitive basis. The AAA would have to conduct its own analysis of the appropriate time period, and whether the public exigency/emergency exception exists for their agency. The continuing COVID pandemic and the fact that we are currently operating under the major disaster declaration are among the many factors that should be considered, but CDA cannot affirmatively or conclusively opine whether that exception will apply to each ARP-related procurement. Also, CDA cannot make any representation that it or the State will indemnify or otherwise cover the AAA if the AAA were to erroneously award a noncompetitive contract.

**Budget Displays**
Separate and distinct Budget Displays will be released for the ARPA funding within the 2021-22 Area Plan Amendment #3 contract. The OTO funding will be included on the original FY 2021-22 Area Plan Budget Display.

The Budget Displays for the ARPA allocations reflect funding available between April 1, 2021 through September 30, 2024. AAAs can utilize up to 10% (maximum) of the funding for Administration, except from part III-D. “Administration” expenditures have a 25% match requirement.

ARPA program service expenditures have the following match requirements:
- Title III-B Supportive Services, III-C-1 Congregate Meals, and III-C-2 Home-Delivered Meals
o 15% for Services
  - 1/3 of 15% match for services must come from State sources
  - No match required for the portion of funds used to support the LTCO program
  - Match may be pooled between III-B, III-C-1, and III-C-2
- Title III-D Disease Prevention and Health Promotion
  - No match required
- Title III-E
  - 25% for Services
- Area Plan Administration
  - 25% for Administration
- Title VII Ombudsman and Elder Abuse
  - No match required

Please note, match requirements must be reported based upon the allocated funding levels. Match should not be reported based upon MDD flexibility and how the funding is actually expended.

**Allocation Methodology**

ARPA funding has been allocated based on the FFY 2020 Interstate Funding Formula factors. ARPA funding is separate from the Area Plan funding and has no impact on previous Area Plan allocations. An ARPA budget will not be required from the AAAs in order to expend funding.

ARPA disbursements will be based upon reported expenditures as follows:

- **AAAs will receive 25% of their ARPA allocations as soon as Area Plan Amendment #3 is signed, returned to CDA, and executed.**

- **AAAs will receive 50% of their ARPA allocations when the initial 25% of the ARPA allocation is reported as expended.**

- **AAAs will receive the final 25% of their ARPA allocations when 75% of the ARPA allocation is reported as expended.**

**Expenditure Reports and Closeout**

This funding is separate from all other Title III and Title VII Area Plan funding and must be tracked separately. Data and expenses for ARPA funding should not be tracked in the NAPIS/SPR systems. ACL requires AAAs and providers to track these expenditures separately (e.g., per ACL Guidance, issued on April 8, 2020, "At a minimum and where possible, States should be recording the number of clients to whom service is provided, the name or category of services provided, the number of units of service provided, and the expenditures related to providing such services.").

AAAs are required to report expenditures monthly. To report expenditures, AAAs must use the "ARPA Expenditure Report Form" (CDA 9052). These documents are located under the Fiscal Forms and Documents page on CDA's website.
The ARPA funds will end September 30, 2024 and the closeout must be completed by October 31, 2024. Closeout information will be forthcoming.

**UPDATES ON ADDITIONAL FUNDING DISTRIBUTIONS: STATE AND FEDERAL**
As a result of the new state budget for SFY 21-22, funding has been issued on Senior Nutrition (General Fund) and AAA Baseline Adjustment (General Fund). Additional guidance and information will be provided specific to the Older Adults Recovery and Resilience (OARR) and other Home and Community-Based Settings (HCBS) Spending Plan investments, pending CMS approval, on an ongoing basis.

A new calendar of all current and upcoming funding has been shared with the network and is now posted on the **AAA - Contract Information** page of CDA’s website. More tools will be posted on an ongoing basis and can be proposed to CDA’s Division of Administrative Services.

**INQUIRIES**
For questions regarding this PM, please email: **Nicole.Shimosaka@aging.ca.gov** and/or **Sutep.Laohavanich@aging.ca.gov**.

/SL/

Sutep Laohavanich, Deputy Director
Division of Home and Community Living
California Department of Aging

cc:
Susan DeMarois, Director, California Department of Aging
Thomas Cameron, Deputy Director, Division of Administrative Services, Department of Aging
Blanca Castro, State Long-Term Care Ombudsman, Department of Aging
California Association of Area Agencies on Aging (C4A)
## AREA PLAN BUDGET DISPLAY:
Seniors Council of Santa Cruz and San Benito Counties

**American Rescue Plan (ARP)**
April 01, 2021 through September 30, 2024

<table>
<thead>
<tr>
<th>Program</th>
<th>Fund Type</th>
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<td>ARP Title III B</td>
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<td>370,918</td>
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Since the last report, staff from the San Benito County ADRC have been involved in a Statewide effort to distribute rapid antigen test kits for COVID-19 testing to licensed residential Adult and Senior Care Programs throughout the County. As California had recently changed its Visitation Guidance to require testing before both indoor and outdoor visitation at such residential programs, CDA requested AAA and ADRC help in distributing more than 800,000 iHealth at-home antigen tests to help facilitate visitation. Each licensed residential facility was allocated three tests for each licensed bed. In San Benito County, we were asked to facilitate the delivery of these tests to ten (10) facilities. With the ready and willing help of Steven Matzie and Patsy Pence from Advocacy Incorporated’s Ombudsman Program, the two organizations were able to deliver testing kits to 8 of the 10 facilities on the list we received from CDA; two had closed.

ADRC staff has developed and adopted both materials and a process for Quality Assurance Surveying of consumers served through the network partnership. While eventually we hope many of our Core and Extended partners will want to adopt the survey, or a similar version of it, to assess the quality and effectiveness of the supports rendered, for the time being the ADRC is piloting the materials - a letter thanking the consumer for the opportunity to work with them, and a brief seven (7) question consumer survey (Attachment). We'd like to see more about the rate of response, and learn more about when might be the best timeframe within which to administer the anonymous survey, to get to a realistic assessment of the effectiveness and impact of the services received.

ADRC staff has further been engaged in discussions with Boston University – Center for Aging & Disability Education and Research (BU-CADER) to begin offering training support on Care Transitions. Over the next few months, the ADRC will make the course available to interested professionals working with older adults in San Benito County; priority will be given to individuals employed by Core and Extended partner organizations which are a part of our local No Wrong Door Network, but others may participate, as space allows. As Transition Services are a core offering of the ADRC, we are interested in seeing other partner organizations and staff involved in the transition of older adults between care settings similarly trained to help build common understanding, develop common practices, and help facilitate and support the coordinated work of the sometimes many entities who may be involved in successful transitions of individuals from hospital or rehabilitation to home, or even from one level of community based care to another. A description of the curriculum for the 4 credit unit asynchronous on-line course from BU-CADER is as follows:

*This course examines the reasons why many people do poorly when they are moved from one care setting to another and suggests some models of care transitioning that have been shown to work well. As this course will discuss, health and human service workers play a central role in care transitions, especially today as people are moved more frequently from one care setting to another. Although careful medical planning is the basis of good care transitioning, successful transitions require the additional knowledge that the workforce providing health and long-term supports and services to older adults and people with disabilities brings of the whole person in his or her environment. The course’s discussion of various care transition models will help you become more familiar with some of the methods and tools used in care transitions programs throughout the country.*
We are excited to be able to sponsor attendance for those who are interested, and invite you to share the availability of this training with those in San Benito County who may benefit from the professional knowledge.

As reported previously, the ADRC of San Benito County was invited to highlight a success related to the impact and value of person-centered ADRC services, and provide an example of a truly meaningful consumer outcome which has grown out of such supports at the statewide ADRC Advisory Committee Meeting on January 21, 2022. The invitation was a great opportunity to share some local success regarding our ADRC development, and represented one of the first instances in which a much smaller, more rural, and less resourced ADRC No Wrong Door network was presented as an example of how to maximize consumer impact and successful outcomes through collaboration built on common understanding, mutual trust, and clear goals. (Please note: This was previously reported as being scheduled to take place on January 20, 2022; this was an error, and the actual date was January 21, 2022.)

ADRC staff have begun support of Seniors Council Project SCOUT expansion to San Benito County for the 2022 tax season. San Benito County residents who are eligible for Project SCOUT tax counseling and filing services are invited to call the ADRC at (888) 637-6757 to schedule days and times for pick-up and drop-off of completed forms required of participants to be scheduled for a counseling session with one of the program volunteers. As the site location at 300 West Street in Hollister is currently closed to the public, appointments are required. Processes may change once the location is reopened, and this group will be updated as changes occur. The ADRC is pleased to be able to support the efforts of Seniors Council to expand these services into San Benito County as a part of this pilot effort, and we will evaluate the collaborative effort after tax season ends to determine whether on-going work in this area is needed and what, if any improvements, will need to be made for a subsequent year.

ADRC staff continue to work on refining data collection and reporting processes to support ADRC core services information gathering, quality improvement, and as part of funding obligations under the ADRC grant contract with CDA. This has proved to be complex and very taxing work as many of the service definitions, referenced support activities, and associated processes are understood a bit differently organization to organization, and are often known by different names. Determining our local minimum consumer data set by service, and then mapping those data points to the State reporting form will involve extensive on-going work and the development and refining of forms and processes to most efficiently and accurately capture these requisite data.

Finally, keep your eyes open for free print versions of the ADRC of San Benito County Aging & Disability Resource Guide in locations throughout the County! The guides have arrived in both English and Spanish for 2022, and we are working to get copies for ready distribution to Core and Extended partners within the No Wrong Door network and other community service providers, as well to making them available through County services offices, the HHM Hospital and other health care centers and locations, libraries, the Community Foundation, faith-based organizations, disability service organizations, and a host of other accessible sites. Please contact ADRC staff for additional ideas and locations in which to place these guides for consumers to find and take home.
Hello there!

It was my pleasure to be able to assist you recently. In the interest of deepening our commitment and improving services to our community, we are seeking your feedback regarding the help you received.

The enclosed anonymous survey should take less than five minutes and will assist us in learning how helpful we are, and where and how we need to improve. As a newly formed non-profit organization, committed to providing individually-focused community assistance, your impressions and feedback are very much appreciated.

I've enclosed a self-addressed stamped envelope for your convenience in replying, along with my business card should you require any further assistance.

Warm regards,

Leanne Oliveira

ADRC Program Coordinator
Please rate the following items according to your level of agreement on a scale of 1-5, with 1 being "strongly disagree" and 5 being "strongly agree". If the item does not apply to you, please leave it blank. Thank you for your feedback!

1. My needs and interests were treated with courtesy and dignity.
   ___1  ___2  ___3  ___4  ___5

2. Because of the services/assistance I received, I have more information about my choices for where and how to live my life.
   ___1  ___2  ___3  ___4  ___5

3. Because of the services/assistance I received, I am better able to plan where and how to live my life.
   ___1  ___2  ___3  ___4  ___5

4. The services/assistance I received made a difference in my health, safety, and/or well-being.
   ___1  ___2  ___3  ___4  ___5

5. Based on your experience, what did you find helpful? Select all that apply:
   ___ Obtained service information, referrals, and assistance.
   ___ Identified options and choices to reach my goals and plans.
   ___ Short term assistance that helped resolve an urgent situation or condition.
   ___ Assistance transitioning from a hospital care facility back into my home or community setting.
   ___ I did not find the program helpful.
   ___ Other: ________________________________

6. What, if anything, could we have done better?
   ______________________________________________________________________

7. Would you like someone to contact you regarding your experience?
   ___Yes  ___No
   Contact Phone: ________________________________
   and/or Contact Email: ________________________________
DATE: February 11, 2022
TO: Seniors Council Board of Directors
FROM: Gus Ceballos, Program Director
RE: Falls Prevention Program, January 2022 report

Companion for Life

We have sent letters to the 45 subscribers who receive financial assistance asking them to provide our office with a proof of income. This is something we require of all of the subscribers who we provide service to at a discounted rate.

A copy of this letter is included in this report.

Like most years, the US Federal Poverty Guidelines for 2022 have increase and we have adjusted accordingly. We will continue to provide two levels of discounts: the first discount is for those individuals who are at 150% poverty level and under, the second is those at 100% poverty level and under. Being a premium product, the MINI GUARDIAN buttons are not eligible for discounts. For low-income individuals who require a mobile service like the Mini, we provide the ACTIVE model.

2022 Companion for Life sliding scale schedule:

<table>
<thead>
<tr>
<th>Single Household (monthly income)</th>
<th>Monthly Fee (Classic)</th>
<th>Monthly Fee (Home)</th>
<th>Monthly Fee (Active)</th>
<th>Monthly Fee (Mini)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $1,133</td>
<td>$15.00</td>
<td>$20</td>
<td>$30</td>
<td>n/a</td>
</tr>
<tr>
<td>$1,134 - $1,700</td>
<td>$20.00</td>
<td>$25</td>
<td>$35</td>
<td>n/a</td>
</tr>
<tr>
<td>$1,701 - up</td>
<td>$29.95</td>
<td>$34.95</td>
<td>$44.95</td>
<td>n/a</td>
</tr>
</tbody>
</table>
Dear XX,

Companion for Life, a program of the Seniors Council Falls Prevention Program, is committed to providing medical alert systems to low-income members of the community who cannot afford it without financial assistance. As a recipient of our discounted pricing, it is our privilege to provide this service to you at a price you are comfortable with. In order to maintain a level of integrity and control, we require our sliding scale recipients to provide proof of income on an annual basis.

To maintain your discount, our office will require a copy of your 2022 Social Security benefits letter or a copy of your 1040 Tax Form in order verify your monthly monitoring fee. We need these copies in our office no later than 2/28/22. You can mail us a copy OR send it via email at C4L.SANTACRUZ@GMAIL.COM.

Failure to provide proper documentation by Monday, February 28th, 2022 will result in raising your rate to the regular monthly fee (plus $10 per any additional subscriber in the household, if applicable).

Avoid a monthly rate increase; send your proof of income immediately.

2022 Companion for Life sliding scale schedule:

<table>
<thead>
<tr>
<th>Single Household (monthly income)</th>
<th>Monthly Fee (Classic)</th>
<th>Monthly Fee (Home)</th>
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<td>$29.95</td>
<td>$34.95</td>
<td>$44.95</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Call our office with any and all questions you may have, as we do not want any disruption to your service.

Thank you.

Gus Ceballos
Program Director

234 SANTA CRUZ AVE, APTOS CA 95003 • FAX: (831) 688-1225 • WEBSITE: WWW.SENIORS COUNCIL.ORG
SENIORS COUNCIL/AAA – (831) 688-0400 • FGP/SCP – (831) 475-0816 • PROJECT SCOUT – (831) 724-2606
COMPANION FOR LIFE (831) 688-9217 • FAX (831) 515-5012 • EMAIL: C4L.SANTACRUZ@GMAIL.COM
All low-income older adults over 60 years of age are entitled to the following **FREE SERVICES** from the **SENIORS COUNCIL OF SANTA CRUZ AND SAN BENITO COUNTRIES**:

**FREE 2002 INCOME TAX PREPARATION** by **PROJECT SCOUT**!  
Project Scout can provide **FREE** assistance and support with self-prepared online taxes, or you can schedule an appointment for **FREE IN-PERSON** preparation. See enclosed flyer for more information.

**FREE “A MATTER OF BALANCE” CLASSES FOR THOSE INDIVIDUALS WHO EXPERIENCE CONCERN ABOUT FALLING**

The Seniors Council Falls Prevention Program presents a **FREE** eight-session workshop to reduce the fear of falling and increase activity levels of older adults who have concerns about falling. See enclosed flyer for more information. Please call Companion for Life at (831) 688-9217 for more information about a ZOOM workshop or an IN-PERSON workshop close to you.

**FREE IN-HOME FALLS RISK AND SAFETY ASSESSMENT**

Make an appointment and have a trained professional evaluate your home for fall hazards. Once evaluated, this program provides **FREE SERVICES** and **EQUIPMENT** to make your home safer. Things like; free basic home repairs, free handrails, walkers, shower benches, lights, bed railings, ramps, and it can even provide FREE emergency response equipment (which you are currently paying for). Please call Companion for Life at (831) 688-9217 for more information or to make an appointment.
Project Name: Seniors Council Foster Grandparent Program
Grant Year: 7/1/21 - 6/30/22

<table>
<thead>
<tr>
<th>Month</th>
<th>Cumulative Hours Actual</th>
<th>Goal</th>
<th>Monthly Hours VSY Actual</th>
<th>Goal</th>
<th>Monthly Hours FY 21-22 Actual</th>
<th>Goal</th>
<th>Monthly Vol. Active</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>11,535</td>
<td>7,751</td>
<td>11.05</td>
<td>11,535</td>
<td>7,454</td>
<td>10,420</td>
<td>154</td>
</tr>
<tr>
<td>August</td>
<td>24,086</td>
<td>17,163</td>
<td>12.02</td>
<td>12,551</td>
<td>9,052</td>
<td>15,602</td>
<td>154</td>
</tr>
<tr>
<td>September</td>
<td>46,962</td>
<td>31,101</td>
<td>21.91</td>
<td>22,876</td>
<td>13,406</td>
<td>17,299</td>
<td>154</td>
</tr>
<tr>
<td>October</td>
<td>59,050</td>
<td>46,646</td>
<td>12.02</td>
<td>12,088</td>
<td>14,951</td>
<td>15,852</td>
<td>148</td>
</tr>
<tr>
<td>November</td>
<td>71,544</td>
<td>63,164</td>
<td>21.91</td>
<td>12,494</td>
<td>15,887</td>
<td>17,531</td>
<td>140</td>
</tr>
<tr>
<td>December</td>
<td>89,754</td>
<td>84,964</td>
<td>11.58</td>
<td>18,210</td>
<td>20,966</td>
<td>20,346</td>
<td>135</td>
</tr>
<tr>
<td>January</td>
<td>103,387</td>
<td>103,297</td>
<td>11.97</td>
<td>13,633</td>
<td>17,632</td>
<td>13,637</td>
<td>135</td>
</tr>
<tr>
<td>February</td>
<td>118,627</td>
<td>119,143</td>
<td>14.60</td>
<td>15,241</td>
<td>15,241</td>
<td>10,828</td>
<td></td>
</tr>
<tr>
<td>March</td>
<td>132,181</td>
<td>133,235</td>
<td>12.98</td>
<td>13,554</td>
<td>13,554</td>
<td>12,513</td>
<td></td>
</tr>
<tr>
<td>April</td>
<td>152,288</td>
<td>154,142</td>
<td>19.26</td>
<td>20,107</td>
<td>20,107</td>
<td>11,806</td>
<td></td>
</tr>
<tr>
<td>May</td>
<td>167,253</td>
<td>169,702</td>
<td>14.33</td>
<td>14,965</td>
<td>14,965</td>
<td>11,112</td>
<td></td>
</tr>
<tr>
<td>June</td>
<td>177,713</td>
<td>173,682</td>
<td>10.02</td>
<td>10,460</td>
<td>10,460</td>
<td>9,011</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>182,700</td>
<td>173,66</td>
<td>177,713</td>
<td>173,675</td>
<td>165,957</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

21-22 VSY Goal 175

VSY Actual to Target (Cumulative)

January Averages
- Hours /Dcy: 135 hrs per vol
- Days in month: 22
- Avg hrs/day: 6
- Days in week: 4.40
- Avg hrs/week: 26.98

OVER/UNDER
- HOURS: 4.031
- STIPEND: $12,092.88
- VSYs: 3.86
Project Name: Seniors Council Senior Companion Program  
Grant Year: 7/1/21 - 6/30/22

<table>
<thead>
<tr>
<th>Month</th>
<th>Cumulative Hours Actual</th>
<th>Cumulative Hours Goal</th>
<th>Monthly VSY Actual</th>
<th>Monthly Hours Actual</th>
<th>Monthly Hours Goal</th>
<th>FY 21-22 Vols, Active</th>
</tr>
</thead>
<tbody>
<tr>
<td>July</td>
<td>2,169</td>
<td>2,243</td>
<td>2.37</td>
<td>2,169</td>
<td>2,820</td>
<td>2,177</td>
</tr>
<tr>
<td>August</td>
<td>4,102</td>
<td>4,480</td>
<td>2.49</td>
<td>1,933</td>
<td>2,542</td>
<td>2,577</td>
</tr>
<tr>
<td>September</td>
<td>7,198</td>
<td>6,732</td>
<td>2.16</td>
<td>3,096</td>
<td>2,262</td>
<td>2,529</td>
</tr>
<tr>
<td>October</td>
<td>9,182</td>
<td>9,424</td>
<td>2.34</td>
<td>1,984</td>
<td>2,682</td>
<td>2,177</td>
</tr>
<tr>
<td>November</td>
<td>11,000</td>
<td>12,195</td>
<td>2.43</td>
<td>1,818</td>
<td>2,900</td>
<td>2,340</td>
</tr>
<tr>
<td>December</td>
<td>13,565</td>
<td>15,183</td>
<td>2.13</td>
<td>2,565</td>
<td>2,988</td>
<td>2,450</td>
</tr>
<tr>
<td>January</td>
<td>15,630</td>
<td>18,247</td>
<td>2.23</td>
<td>2,065</td>
<td>3,065</td>
<td>2,140</td>
</tr>
<tr>
<td>February</td>
<td>18,482</td>
<td>20,370</td>
<td>1.98</td>
<td>2,852</td>
<td>2,852</td>
<td>1,735</td>
</tr>
<tr>
<td>March</td>
<td>21,327</td>
<td>22,493</td>
<td>2.13</td>
<td>2,845</td>
<td>2,845</td>
<td>1,964</td>
</tr>
<tr>
<td>April</td>
<td>23,852</td>
<td>24,819</td>
<td>2.53</td>
<td>2,326</td>
<td>2,326</td>
<td>1,854</td>
</tr>
<tr>
<td>May</td>
<td>26,057</td>
<td>27,100</td>
<td>2.68</td>
<td>2,405</td>
<td>2,405</td>
<td>1,824</td>
</tr>
<tr>
<td>June</td>
<td>28,735</td>
<td>29,119</td>
<td>2.68</td>
<td>2,678</td>
<td>2,678</td>
<td>2,732</td>
</tr>
<tr>
<td>TOTAL</td>
<td>29,119</td>
<td>28,08</td>
<td>28,735</td>
<td>32,364</td>
<td>26,499</td>
<td></td>
</tr>
</tbody>
</table>

January Averages
- Hours /Day & Hours /Week
  - 115 hrs per vol
  - 22 days in mth
  - 6 avg hrs/day
  - 4.40 days in week
  - 28.40 avg hrs/week

OVER/UNDER
- HOURS -384
- STIPEND -$1,152.12
- VSYs -0.37

21-22 VSY Goal 31

July through September data includes CNCS approved Temporary Stipend Allowance hours. October through January data includes CNCS approved Alternative Service Hours

![VSY Actual to Target (Cumulative)](image)

- Volunteer Hours
- Month
Tax Filing Season for 2022 started on January 24th this year, Project SCOUT has finished the process of Certification for our volunteers and now is focusing in serving the VITA and TCE communities in Santa Cruz and San Benito (TCE only) counties, following local health and safety mandates, and working carefully with community partners which can assure that all safety measures can be in place for our clients and volunteers alike.

Project SCOUT will focus on services as follows, as long as there are no necessary changes due to health mandates:

1- Drop offs by appointment only at Aptos and Watsonville offices (T, W, Th). Drop-offs constitute of clients providing all necessary tax-related information for taxes. Appointments at sites will be given by phone and health assessment will be given when making appointment. Clients will be required to wear mask and be given a non-intrusive temp check. If temperature over 100.2 clients will be given a follow up appointment in 2 weeks. If clients are not vaccinated or do not have vaccination card they will be provided assistance without needing to enter building.

2- Online services (Mondays). Online requests will be paired with volunteers working from home who will assist using web apps such as Zoom, Google Meet, or the like. Encrypted email and Google Docs will be used to support this method.

3- Facilitated Self-Assistance (FSA) provides clients who wish to do their taxes on their own with a link to use our tax-prep software and to connect with volunteers assigned to this virtual support.

4- Drop offs at Ad-Hoc sites (Fridays) throughout the county, by appointment only, as volunteers are available and health/safety procedures are in place as sites, assuring safety for volunteers and clients alike.
SERVICE • SUPPORT • ADVOCACY
Our Current sites are as follows:

<table>
<thead>
<tr>
<th>Site Name</th>
<th>Type</th>
<th>Weekly/Ad-Hoc/Online</th>
<th>Address</th>
<th>City</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project SCOUT FSA</td>
<td>ONLINE</td>
<td>Weekly</td>
<td>236-C Santa Cruz/114 E 5th Street</td>
<td>Aptos/Watsonville</td>
<td>CA</td>
</tr>
<tr>
<td>Project SCOUT APTOS</td>
<td>Drop-Off</td>
<td>Weekly</td>
<td>236-C Santa Cruz</td>
<td>Aptos</td>
<td>CA</td>
</tr>
<tr>
<td>Project SCOUT Watsonville</td>
<td>Drop-off</td>
<td>Weekly</td>
<td>114 E. 5th Street</td>
<td>Watsonville</td>
<td>CA</td>
</tr>
<tr>
<td>Santa Cruz Community Credit Union</td>
<td>Drop-Off</td>
<td>Weekly</td>
<td>324 Front Street</td>
<td>Santa Cruz</td>
<td>CA</td>
</tr>
<tr>
<td>La Manzana Community Resources</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>4371, 521 Main St suite Y</td>
<td>Aptos</td>
<td>CA</td>
</tr>
<tr>
<td>Immigration Project</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>318 Union Street</td>
<td>Watsonville</td>
<td>CA</td>
</tr>
<tr>
<td>Live Oak Family Resources Center</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>521 Main St Suite Y</td>
<td>Watsonville</td>
<td>CA</td>
</tr>
<tr>
<td>Mountain Community Resources</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>6134 Hwy 9</td>
<td>Felton</td>
<td>CA</td>
</tr>
<tr>
<td>Nueva Vista Resource Center</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>711 E. Cliff Drive</td>
<td>Santa Cruz</td>
<td>CA</td>
</tr>
<tr>
<td>Highlands Park Senior Center</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>8500 CA-9</td>
<td>Ben Lomond</td>
<td>CA</td>
</tr>
<tr>
<td>Scotts Valley Senior Center</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>370 Kings Village Rd</td>
<td>Scotts Valley</td>
<td>CA</td>
</tr>
<tr>
<td>Capitola Library</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>2005 Wharf Rd</td>
<td>Capitola</td>
<td>CA</td>
</tr>
<tr>
<td>SDRC Office (Jovenes de Antano)</td>
<td>Drop-Off</td>
<td>Ad Hoc</td>
<td>300 West Street</td>
<td>Hollister</td>
<td>CA</td>
</tr>
</tbody>
</table>

**2022 Assistance**

- We aim to assist at least 50 clients a week with taxes using our various methods of assistance.
- For tax season 2022, we have **27 certificated volunteers** to assist with the process.
- We currently have 4 volunteers assigned to phone and appointment assistance.
- The safety and health of our clients/volunteers is paramount and at the forefront of any services we provide.