

VENTURA COUNTY AREA AGENCY ON AGING ADVISORY COUNCIL MEETING



May 13, 2015

9:00 a.m. to 10:30 a.m.

Area Agency on Aging Advisory Council Center
646 County Square Drive, Ventura (805) 477-7300

AGENDA

- 9:00 a.m.
1. Call to Order and Agenda Review Nick Fotheringham
 2. Pledge of Allegiance Nick Fotheringham
 3. Approval of Area Agency on Aging Advisory Council Minutes of March 11, 2015 Nick Fotheringham
 4. Public Comments
- Procedure: The public is welcome to comments. All comments not related to items on the agenda may be made at the beginning of the meeting only.
5. Consent Agenda Items Nick Fotheringham
 - 5.1 Legislative Committee Report from March 11, 2015
 - 5.2 Outreach Committee Report from March 31, 2015
 - 5.3 Outreach Committee Report from April 28, 2015
 - 5.4 Health Issues Committee Report from March 17, 2015
 - 5.5 Senior Nutrition Committee Report from March 16, 2015
 - 5.6 Senior Nutrition Committee Report from April 13, 2015
 - 5.7 Optimal Aging Committee Report from March 25, 2015
 - 5.8 Housing and Transportation Committee Report from March 10, 2015

DISCUSSION ITEMS/PRESENTATION/MOTION

- 9:15 a.m.
- 6.1 Measuring Wisdom in Older Adults Professor Bob Knight - USC
 - 6.2 Quarterly Grantee and Direct Service Performance Report and FY 2014-2015 Grant Renewals* Brian Murphy
 - 6.3 Recommendation to Renew FY 2015-2016 Grantee Funding and Related Service Categories Including Service Category Deviations Greater or Less than 10%; Approval of the Award of Sole Source Contracts for the Provision of Legal Services and Ombudsman/Preplacement Counseling Services for a Period of Up to Four Years Commencing FY 2015-2016; Approval of Conversion of Grantee Contract with the Conejo Recreation and Park District to a Vendor Contract. Victoria Jump

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|-----|---|----------------------|
| 6.4 | Nominating Committee Regarding the Election of Officers, One (1) Service Provider and Five (5) Special Population Seats for FY 2015-2016. | Marty Kaplan |
| 6.5 | SNAC Representation on the Advisory Council | Nick
Fotheringham |

INFORMATIONAL ITEMS

- | | | |
|--------------|--|----------------------|
| 7. | Advisory Council Meeting Schedule for FY 2014-2015 | Victoria Jump |
| 8. | CSL /TACC Update | June
Glasmeier |
| 9. | Committee Membership List for FY 2014-2015 | Victoria Jump |
| 10.. | Comments from the Chair | Nick
Fotheringham |
| 11. | Other Business | Nick
Fotheringham |
| 10:30 am 12. | Adjournment | Nick
Fotheringham |

*Will be provided at the meeting

The next meeting will be:

June 10, 2015 (9:00 am – 10:30 am)
 Area Agency on Aging Advisory Council Center
 646 County Square Drive, Ventura County

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Area Agency on Aging staff at (805) 477-7300 at least five days prior to the meeting.

VENTURA COUNTY AREA AGENCY ON AGING
ADVISORY COUNCIL MEETING MINUTES

Advisory Council Center
646 County Square Drive, Suite 100
Ventura, CA 93003
March 11, 2015

Advisory Council Members Present

Paul Boog (Port Hueneme COA)	Marty Kaplan (Supervisory Appointee)
Smita Dandekar (Supervisory Appointee)	Ginny Rockefeller (Ojai COA)
Jay Evans (Camarillo COA)	Neill Spector (Simi Valley COA)
June Glasmeier (CSL)	Sue Tatangelo (Special Population)
Rose Gossom (Supervisory Appointee)	Sylvia Taylor Stein (Service Provider)
Lawrence Hartmann (CSL)	Vicki Tripoli (Moorpark COA)
Lori Harasta (Ventura COA)	Donald Todd (Special Population)
Nancy Healy (Thousand Oaks COA)	Bill Witt (CSL)

Advisory Council Members Absent

Rosemary Flores-Gordon (Service Provider)
Nick Fotheringham (Thousand Oaks COA)
Sandra Fide (Moorpark COA)
Lisa Hayden (Supervisory Appointee)
Vivian Johnson (Fillmore COA)
Karen King (Camarillo COA) - EA
Nancy Rowe (Immediate Past Chair)
Mel Silberberg (Supervisory Appointee)

VCAA Staff Present

Victoria Jump	Elizabeth Renteria
Monica Neece	Christine Voth
Monique Nowlin	Brian Murphy
Dina Ontiveras	
Katharine Raley	

Guests

Blair Craddock	Donna Bloom
Monica Schrader	Gegham Bazeyaw
Martha Shapiro	Inna Berger
Kay Brainard	Phil Chandler
Teri Helton	Marisue Eastlake
Beverly Ruiz	

- 1. Call to Order** - The meeting was called to order at 9:05 a.m. by Vice-Chair Toni Olson (Simi Valley COA).

2. **Pledge of Allegiance** – Toni Olson led the Pledge of Allegiance. A quorum was present.
Agenda Item #3
3. **Approval of Area Agency on Aging Advisory Council Meeting Minutes** - The minutes of the January 14, 2015, meeting were approved as corrected. The corrections made were Donald Todd and Neill Spector being present at the meeting. (Boog/Gossom/Passed)

4. **Public Comments** –

Blair Craddock with the Camarillo Health Care District spoke about the Evidence Based Health Coalition and that classes were being offered for Walk with Ease and A Matter of Balance. She provided a sample flyer and asked that if any of the senior centers wanted to host a class to contact her.

Phil Chandler with Right at Home spoke about Alzheimer's disease and dementia being a growing issue in the community and that there is technology available to help with the wandering that many people with these conditions experience. Right At Home has watches and shoe inserts for sale that track people.

Martha Shapiro with the Camarillo Health Care District Wellness and Caregiver Center spoke about the tools for caregiving classes that are being held. It is a 6 week series starting in May at the district. She left flyers on the table.

5. **Consent Agenda Items** – the consent agenda containing the Legislative Committee Report from January 14, 2015, Outreach Committee Report from January 27, 2015, Outreach Committee Report from February 24, 2015, Health Issues Committee Report from January 20, 2015, Senior Nutrition Committee Report from February 23, 2015, Optimal Aging Committee Report from January 28, 2015, and Housing and Transportation Committee Report from January 13, 2015, were accepted. (Evans/Todd/Passed). There were no abstentions.

6. **Discussion Items/Presentation/Motion**

- 6.1 **FY 2015-2016 Strategic Plan Update Public Hearing.** The public hearing was called to order at 9:15 am by Toni Olson. Toni Olson, AC Vice-Chair opened the hearing. Martin Marquez was available to provide translation for Spanish speakers. Christine Voth provided a detailed presentation on the changes being made in the plan. Public testimony was provided by Blair Craddock, Monica Neece, Dina Ontiveras, Monica Schrader and Martha Shapiro. Written comments would be accepted until 5 pm on March 11, 2015.
- 6.2 **Approval/Modification/Discussion of the VCAA FY 2015-2016 Strategic Plan Update.** There were no modifications of the plan requested by the council and the update as presented was approved. (Boog/Glasmeier/Passed) Discussion centered on the possibility of the AC revising the FY 2015-2016 plan based on recommendations heard via public testimony or written comments. As the document is a working plan, modifications can be made anytime via another public hearing. There were no abstentions.

- 6.3 **Formation of a nominating Committee for Election of Officers, One (1) Service Provider and Five (5) Special Population Seats for FY 2015-2016.** The nominating committee was formed with Marty Kaplan, Donald Todd and Rose Gossom volunteering.
- 6.4 **Planning and Allocation Committee Report and Recommendation to Provide a 6.41% Consumer Price Index Increase for Senior Nutrition Program Grantees, and to Approve FY 2015-2016 Grant Amounts for Unallocated Funds and to Direct Staff to Issue Sole Source Provider Notices and Requests for Proposals.** Toni Olson corrected page 2 of the report under item 5a, stating that the amount of funding for the Ombudsman grant was \$128,875 not \$129,875. Recommendations approved as presented (Evans/Tripoli/Passed). Discussions centered on the cost of providing bi-lingual and bi-cultural services, how the CPI increase was calculated, and if we knew we had these funds for FY 2015-2016. Abstentions: Sylvia Stein and Sue Tatangelo.
- 6.5 **Senior Nutrition Committee Report from January 12, 2015 and Recommendation to Allow Senior Nutrition Program Equipment Installation Costs to be Included in the One-Time –Only Requests and to be Reviewed on a Case by Case Basis.** Recommendation approved as presented. Discussion centered on what kind of equipment was included. (Evans/Boog/Passed). Abstention: Sue Tatangelo.
- 6.6 **Quarter 2 - Quarterly Grantee and Direct Service Report.** Brian Murphy went over the handout provided. He is attempting to make it user friendly for the committee and welcomed any suggestions. Questions/Discussion from the AC were as follows: if the grantee is over 100% in funding draw down are they expected to find other sources of money (no – 100% of contract is the maximum we will pay); when a unit is not specified on the chart what does it mean (it is a rollup of categories which have different units of measurement); why do some grantees have 0 service units entered in some categories (corrective action plan (CAP) has been received regarding the issue and units will appear on next report); performance of grantees less than 90% (Corrective action plans are requested automatically for anyone with contract performance less than 90%); could we note if a CAP has been requested on the form (we could but anyone less than 90% has a CAP); why are some categories so far over, etc.

7. **Advisory Council Meeting Schedule.** The meeting schedule for FY 2014-2015 was included for informational purposes. Toni asked that if you cannot make a meeting to let staff know.
8. **CSL/TACC Update** – the written report was included in the packet. Larry Hartmann gave a brief CSL update. Funding for CSL is in jeopardy due to people not donating on Line 427 of the CA state income tax form.
9. **Committee Membership Selection for FY 2014-2015.** Members were asked to review the list and make sure that their committee choices were reflected.
10. **California Commission on Aging AgeWatch for January 2015.** Included for informational purposes.
11. **Comments from the Chair** – Toni thanked everyone for being attentive and asking great questions.
12. **Other Business** -

Elizabeth Renteria - provided handout and told the committee that she was in the process of making plans to celebrate the 50th anniversary of the Older Americans Act in May. She asked everyone to send her a picture of what they looked like in 1965.
13. **Adjournment** – the meeting was adjourned at 10:45 am (Boog/Gossom/Passed).

TO: VCAAA Advisory Council Members
FROM: Bill Witt, Chair
DATE: March 11, 2015
SUBJECT: **Legislative Committee Report from March 11, 2015**

Legislative Committee Members Present

William (Bill) Witt (CSL) - Chair
Nancy Healy (Thousand Oaks COA)
Larry Hartmann (CSL)
Sue Tatangelo (Family Caregiver Special Population Seat)
Sylvia Taylor Stein (Service Provider)
Neill Spector (Simi Valley COA)
Jay Evans (Camarillo COA)
June Glasmeier (CSL)
Donald Todd (Veteran Special Population Seat)

Legislative Committee Members Absent

Nick Fotheringham (Thousand Oaks COA)
Mel Silberberg (Supervisory Appointee)
Sandra Fide (Moorpark COA)
Paul Boog (Port Hueneme COA)

VCAAA Staff Present

Victoria Jump
Monique Nowlin
Christine Voth
Katharine Raley

Guests

Johnny Garcia Vasquez, Assemblymember Jacqui Irwin's Office

- 1. Call to Order** – The meeting was called to order at 11:01 a.m. by Chair, Bill Witt. A quorum was present.
- 2. Welcome and Introductions** – Chair Bill welcomed the Guest Speaker Johnny Garcia Vasquez and provided the Committee with an overview of Mr. Vasquez's background.
- 3. Public Comments** – Bill distributed an article titled "Mental Illness Fund Not Tracked", The Star, January 28, 2015.
- 4. Special Guest – Johnny Garcia Vasquez, Assemblymember Jacqui Irwin's Office** – Mr. Vasquez provided an overview of the various bills of interest to Assemblymember Irwin, i.e. AB171, AB489 and AB556. He discussed impending Sidewalk Sessions and upcoming Senior Scam Stopper workshops sponsored by Assemblymember Irwin on April 17th in Thousand

Oaks and May 29th in Camarillo. Sue stated that she would like to extend an invitation to Assemblymember Irwin or her staff to attend the LTSS Pathways meeting on April 9th. Victoria stated that we are looking for Assemblymember Irwin's support in matters regarding seniors and to look to VCAAA as a resource for aging and the impact of aging on various issues. There has been a systematic dismantling of the Older Americans Act and we are looking for support to reverse that. Victoria further queried on how VCAAA can be a resource and it was discussed that perhaps a Committee could be formed of seniors that meet with Assemblymember Irwin quarterly or monthly on senior issues.

5. **Featured Legislative Committee Member – Larry Hartmann** – Mr. Hartmann provided an overview of his background in the area of seniors, his personal and educational background. Larry grew up during World War II on a farm. By Age 11, Larry was driving and obtained his driver license at age 14. Larry was exposed to his first senior scam in his younger years when his 85 year old Uncle Frank was sold “government tractors” for ½ price and the tractors never showed up. The fact that someone would “scam” his Uncle and affect his family's livelihood shocked him and started him on the path to helping seniors. Larry has special education teaching credentials, administrative credentials and handicapped credentials. Larry has owned and operated a swim school for babies and handicapped adults. He started his career as a volunteer with the Upper Ojai Sheriff's group, during which time he helped find a dementia patient lost out in the cold night. Now, he works with real estate rentals for seniors, AARP Driver Courses for seniors, ARC and he grows pixie tangerines with his wife Pat (he brought some to share)...according to Larry, Ojai Pixies are sweet, petite and great to eat and he was right! Larry and Pat have 5 sons, 2 daughters and 15 grandchildren. The legislative issues Larry likes to focus on are as follows: Fall Prevention, Dementia Prevention, Senior Housing & Transportation, Senior Scams, Successful Retirement Strategies and Senior Health. The next Committee member to present their background will be June Glasmeier.
6. **January 28, 2015 Article on Mental Illness Fund, The Star** – The article had already been distributed. The Committee reviewed it and had brief discussion.
7. **Budget Action – California Association of Area Agencies on Aging/Debrief by Bill Witt on C4A Capitol Day** – Chair Bill Witt provided an overview on C4A Capitol Day that he attended with Monique Nowlin, Deputy Director. The overarching message from Bill was that it was a valuable trip to ensure that the legislature and the Governor's office remain aware of senior concerns, the funding shortfalls senior programs face and the fact that the Older American's Act has not been reauthorized. Bill further shared that it was communicated to those in attendance that there are no significant amount of monies earmarked for senior services at this time.
8. **Other Committee Involvement/Notification** – There was no discussion regarding other Committee involvement.
9. **Next Meeting Date** – July 8, 2015. At this time it was briefly discussed what other speakers the Committee would be interested in having attend and present.
10. **Adjournment** – The meeting was adjourned at 12:02 p.m. by Chair, Bill.

TO: VCAA Advisory Council Members
FROM: Marty Kaplan-Chair
DATE: April 28, 2015
SUBJECT: Outreach Committee Report from March 31, 2015

Committee Members Present

Marty Kaplan (Supervisory Appointee)
Rose Gossom (Supervisory Appointee)
Neill Spector (Simi Valley, COA)
Lori Harasta (Ventura, COA)
Paul Boog (Port Hueneme, COA)

Committee Members Absent

Lisa Hayden (Supervisory Appointee)
Donald Todd (Veterans Representative)

VCAA Staff Present

Elizabeth Renteria
Katharine Raley

Guests

None

- 1. Call to Order** – The meeting was called to order at 9:01 a.m. by Chair, Marty Kaplan. A quorum was present.
- 2. Welcome and Introductions** – None.
- 3. Public Comments** – None.
- 4. Election of a Co-Chair**- Marty Kaplan nominated Rose Gossom as Co-Chair (Spector/Boog/Passed). Rose accepted the position.
- 5. Development of Speakers Bureau Advisory Council (AC) Questionnaire** – The committee began work on the development of a speaker's bureau as a way of accomplishing the Outreach Committee Goal #1; Education: aspect of aging for forums and presentations. The questionnaire will be looking to the AC member to become speakers and for their expertise along with suggested topics. It was noted that while enlisting the AC members as speakers the committee would like it to be known that the speakers will not be allowed to push a personal agenda. The questionnaire will also be looking to identify groups where the agency can speak along with contact names and phone numbers. The draft of the questionnaire will be presented to the committee at the next meeting.

Regarding the outreach goals, a suggestion was made to create another goal for the committee that includes creating the 2016 agency calendar. Suggestions for new goals will be address at the next meeting in April.

6. **Other Committees Involvement/Notification** – Updates: **Health Issues Committee** is moving along with the “Matter of Balance” classes. The committee has also added to the back of the senior nutrition placemat which highlights different types of simple exercises. VCAAA’s employees were photographed demonstrating the exercises. These exercises shows how simple keeping active can be and it encourages seniors to stay energetic. The committee is also developing an Optimal Living Club to help seniors increase activity and health living. This campaign will enlist the Outreach Committee for marketing when it is ready to launch.
7. **Next Meeting Schedule** – Tuesday, April 28, 2015, 9:00 a.m. – 10:30 a.m.
8. **Adjournment:** – The meeting was adjourned at 10:22 a.m. by the Chair, Marty Kaplan.

TO: VCAAA Advisory Council Members
FROM: Marty Kaplan-Chair
DATE: April 28, 2015
SUBJECT: Outreach Committee Report from April 28, 2015

Committee Members Present

Marty Kaplan (Supervisory Appointee)
Rose Gossom (Supervisory Appointee)
Neill Spector (Simi Valley, COA)
Paul Boog (Port Hueneme, COA)

Committee Members Absent

Lisa Hayden (Supervisory Appointee)
Donald Todd (Veterans Representative)
Lori Harasta (Ventura, COA)

VCAAA Staff Present

Elizabeth Renteria
Katharine Raley
Ashley Alberts
Marleen Canniff

Guests

Irene Robledo
Don Metz

1. **Call to Order** – The meeting was called to order at 9:04 a.m. by Chair, Marty Kaplan. A quorum was present.
2. **Welcome and Introductions** – Welcome and introductions were made on behalf of our public guests Don Metz representing VCAAA's Advisory Council (AC) Member, Lori Harasta, and Irene Robledo.
3. **Public Comments** – None.
4. **Review of the Speakers Bureau Questioner**- An in-depth discussion began about the content and structure of the AC questionnaire. The structure and questions were modified for clarity to ensure the best feedback possible. The next revision will be forwarded to the Outreach committee before the May meeting for comments and revisions.
5. **Review of the Goals: Next Steps** – Because of the in-depth discussion about the AC questionnaire, agenda item number 4, review of goals, was tabled until the May meeting in order to have enough time for discussion. One goal proposed is for marketing the VCAAA's

Homeshare program.

6. **Older Americans' Outreach Event** – Every year the VCAAA celebrates Older Americans' Month by having a special activity. This year marks the 50th anniversary of the Older Americans' Act. In honor of that the VCAAA is inviting Ventura County Seniors and their Caregivers to a free movie showing of the 1940's movie of "His Girl Friday" scheduled for May 19, 2015 at the Regency Theatres in Ventura, movie time at 7:00 pm. The tickets to the showing will be free and everyone is encouraged, but not required, to dress in the 40s style. There will be entertainment prior to the movie. The committee was very pleased and excited about the upcoming event. The committee was asked for marketing ideas for the event and asked to invite their political representatives.

The committee was also informed that the Board of Supervisors (BOS) would be celebrating by giving the VCAAA and the VCAAA's AC a Resolution proclaiming May 2015 as Older Americans' Month. The resolution will be presented at the BOS meeting on May 19, 2015 at 10:00 am at the Hall of Administration building at the Government Center. All are invited to attend.

7. **Other Committees Involvement/Notification** – None.
8. **Next Meeting Schedule** – Tuesday, May 26, 2015, 9:00 a.m. – 10:30 a.m.
9. **Adjournment:** – The Chair, Marty Kaplan asked for a motion to adjourn. The motion was made by Rose Gossom and second by Neill Spector. At 10:32 a.m. the meeting was adjourned.

TO: VCAAA Advisory Council Members
FROM: Ginny Rockefeller, Committee Chair
DATE: March 17, 2015
SUBJECT: **Health Issues Committee Meeting Report from March 17, 2015**

Health Issues Committee Members Present

Jay Evans (City of Camarillo)
Lori Harasta (Ventura COA)
Ginny Rockefeller (City of Ojai)
Sue Tatangelo (Family Caregiver Representative)

Health Issues Committee Members Absent

Rosemary Flores-Gordon (Service Provider)
Lisa Hayden (Supervisory Appointee)
Smita Dandekar (Supervisory Appointee)

VCAAA Staff Present

Christine Voth
Victoria Jump
Monique Nowlin
Patti Jaeger

Guests

Adriana Quintero
Phil Chandler
Terri Helton
Susan Haverland

1. **Welcome and Introductions.** The meeting was called to order at 1:02 pm. A quorum was present.
2. **Public Comments** – There were no public comments.
3. **Worksheet for Committee Goals and Objectives – Update**
 - a. Evidence Based Exercise Classes: an update was provided on the evidence based classes. The leader training occurred at the end of February and six classes have been scheduled, with the first one starting in April. Committee members discussed advertising and reaching out to home health, discharge planners and geriatric doctors as referral sources. Additional discussion centered on considering the home bound, the faith based community, meals on wheel providers, IHSS and home care, volunteer organizations and training agencies. Regarding the purchase of materials, committee members were notified that the VCAAA plans to purchase materials needed for the class this fiscal year so that all funds next year can go to the classes. The existing goal related to the exercise

brochure has been changed. Committee members agreed that since the Evidence Based Health Coalition (EBHC) is updating the state website with all the classes, coupled with the fact that the classes will not be on set days and locations throughout the year, the existing evidence based health coalition brochure used for the chronic disease self-management program will be revamped to include all evidence based programs (A Matter of Balance, Chronic Disease Self-Management Program, Walk with Ease, Diabetes Self-Management and Pain Self-Management). EBHC will provide EB program specific flyers with times and locations of classes. Also discussed was the existing benefits current Medicare Advantage plans offered such as health club memberships. Staff will provide a listing at the next meeting. Finally, the committee approved moving forward with the optimal living club and has been tasked with bringing ideas to the next meeting as well as thinking about how to expand the classes and the club to the homebound senior.

- b. Review and approval of back of placemat – the committee viewed a sample of what it would look like and made the suggestion to add another category for an exercise tip. Also discussed was the optimal living tip with suggestions to include crossword puzzles or cartoons.
 - c. Dental project update – staff provided a handout of work done so far on the dental resource list. Two new resources were suggested: United Way dental initiative and Denist.org. Staff will bring this item to the next meeting for the committee to decide on how they want to use the information.
 - d. Food sharer Food Truck Collaboration – Susan Haverland reported that the food truck (28 feet with a full commercial kitchen) has arrived and that they are in the process of scheduling it in the community. There will be a celebration on March 25 from 5:00 – 7:30 pm at Food Share that all are invited to attend. Once fully operational, Food Share intends for the truck to be on the road three days a week in low income neighborhoods doing recipe demos, produce distribution and outreach.
 - e. Other Objectives – Sue Tangelo discussed the Evidence Based Health Coalition and the April 9 “Pathways to Long Term Care Integration” being held at the VCAAA. Amber Cutler, Staff Attorney for Justice in Aging will be the speaker. She encouraged committee members to attend and provided a flyer on the event. Sue also provided handouts on other topics. Also discussed was the goal relating to the elder economic index and the potential to revise VCAAA participant information form to ask income in relation to the elder economic index, not just federal poverty level information. This can be used to demonstrate targeting of services to most in need.
4. **Other Committee Involvement/Notification** – Information regarding the committee’s activities will be shared with the outreach committee and optimal aging committee.
 5. **Other Items:** The committee set the meeting dates for FY 2015-2016, agreeing to keep the existing meeting date and time of the third Tuesday of the month from 1-2:30 pm.
 6. **Next Meeting Date:** May 19, 2015 from 1-2:30 pm
 7. **Adjournment** – The meeting adjourned at 2:28 p.m.

TO: VCAAA Advisory Council Members
FROM: Toni Olsen, Chairperson
DATE: March 16, 2015
SUBJECT: **Senior Nutrition Committee Report from March 16, 2015**

Senior Nutrition Committee Members Present

Toni Olson (Simi Valley COA) - Chairperson
Donald Todd (Veterans Representative)
Vicki Tripoli (Moorpark COA)
Jay Evans (Camarillo COA)

Senior Nutrition Committee Members Absent

Paul Boog (Port Hueneme COA)
Rose Gossam (Supervisory Appointee)
Vivian Johnson (Fillmore Senior Center)

VCAAA Staff Present

Karen Howard
Patti Jaeger, R.D.
Brian Murphy
Christine Voth

Guests - none

1. **Call to Order** – The meeting was called to order at 10:00 A.M. by Chairperson Toni Olson. A quorum was present.

Welcome and Introductions

2. **Public Comments - None**
3. **Approval of Minutes from the 1/12/2015 and 2/23/2015 Meetings** – The motion to approve the minutes from the above prior meetings was made. (Todd/Evans/Passed).
4. **Meals Served Count and Cost Per Meal through February 28, 2015** - The total meals served for the eight months through February 28, 2015 = 119,418 with 14,410 served in February. The average monthly meals served = 14,927. The actual meal count at February 28, 2015 is 103% of the contracted count. The YTD cost per meal for Jordano's supplied food is \$3.97.

5. Meal Site Funding Formula For Fiscal Year (FY) 2016-17 - In preparation for the development of a revised meal site funding formula, this committee requested that staff provide additional information on the existing funding formula. Staff's response follows:

- a. The Advisory Council approved a 6.41% increase (the cumulative CPI increase from July 2010 through December 2014) on March 11, 2015. This increase was applied to the baseline funding for FY 2014-15 and this increased baseline funding will continue for FY 2015-16.
- b. Staff advised that the FY2009-10 meal site funding formula established four **minimally funded** sites so that the programs in smaller communities would be viable. There are four of these sites, three of which are funded at \$20,000 and one funded at \$15,000 (home delivered meal program only). After funding the smaller sites, the remaining funding was allocated among the larger site based on the number of meals they had contracted for.

6. Additional Data Request on Simi Valley Funding Allocation - The committee directed staff to provide additional information on why the City of Simi Valley's meal site funding grew significantly from FY2009-10 to FY2014-15.

7. Committee Meeting Schedule - Staff provided feedback on the results of a survey sent to Committee members to determine convenient dates and times for future SNP Meetings. The committee decided to change the next meeting to April 13, 2015.

8. VCAAA Emergency Meals: PAC Approved Freezer; Fridge needed - Historically, food samples for the Senior Nutrition Program (SNP) were stored in a staff member's home freezer. A domestic freezer is not suitable for the storage of SNP food. County Environmental Health regulations only permit the commercial storage of SNP food.

Staff advised that the commercial freezer approved by the PAC in the amount of \$3,441 does not need to be purchased, because Camarillo HCD's old freezer (with a reconditioned compressor) was moved to the VCAAA office. Staff requested that the committee approve the unused \$3,441 OTO funding to purchase a commercial refrigerator. VCAAA will use this to store food samples, the non-frozen portions of emergency SNP meals and specialized meals for seniors on specialized diets such as:

- High calorie-high protein; High protein
- Modified carbohydrates
- Lactose-free; Gluten-free
- Renal diet in varying stages, including dialysis
- Dysphagia – stages 1,2,3
- Sodium diet (2g and 3-4g)
- Medically ordered double portions or large portions
- Supplements instead of whole meals, such as Boost, High Calorie, Boost Plus and Protein Shakes

The motion to allow VCAAA to purchase a refrigerator (with the previously approved OTO funding for a freezer) was made by Jay Evans, seconded by Donald Todd, and was passed unanimously.

9. Other Committee Involvement/Notification - None

10. Other Business - None

11. Review Meeting Schedule - The next meeting is scheduled for **Monday, April 13, 2015, at 10:00 a.m.**

Future meetings will be held at 10 a.m. on a Monday in each month (excluding December and August):

- May 18, 2015
- June 22, 2015

12. Adjournment: The meeting adjourned at 11:04 AM.

TO: VCAAA Advisory Council Members
FROM: Toni Olsen, Chairperson
DATE: April 13, 2015
SUBJECT: **Senior Nutrition Committee Report from April 13, 2015**

Senior Nutrition Committee Members Present

Toni Olson (Simi Valley COA) - Chairperson
Donald Todd (Veterans Representative)
Vicki Tripoli (Moorpark COA)

Senior Nutrition Committee Members Absent

Jay Evans (Camarillo COA)
Rose Gossom (Supervisory Appointee)

VCAAA Staff Present

Patti Jaeger, R.D.
Brian Murphy
Marleen Canniff

Guests - none

1. **Call to Order** - Chairperson Toni Olson called to order the meeting at 10:04 a.m. A quorum was present.

Welcome and Introductions

2. **Public Comments** - None
3. **Approval of Minutes from the 3/16/2015 Meetings** - The motion to approve the minutes from the above prior meeting was made by Donald Todd, seconded by Vicki Tripoli, and was passed unanimously.
4. **Meals Served Count and Cost Per Meal through March 31, 2015** - Meal count is at 104% of contracted through the end of March, which means 135,950 have been served to date for nine months with 16,040 of that amount served in March. Jordano's-supplied meal count is 15,505 for March, and the non-Jordano's meal count is 535. YTD cost per meal for Jordano's-supplied food is \$3.81, with a total average cost per meal at \$3.97.

HELP of Ojai is eligible for the SNP incentive program, but did not apply to participate. They want to participate in this program now. **RESOLVED:** Vicki moved to approve that any eligible

site can participate in the incentive program. Donald Todd seconded the motion, and it was unanimously approved.

Agenda Item #5.6

Staff provided an update on some current research on how a specific restaurant voucher program works in Yuba City and how that might rate with Conejo Recreation and Parks District's Proposed Café Program, which is still in its planning stage.

- 5. Revised Funding Formula for FY2016-17** - Staff informed the committee on why HELP of Ojai was historically funded a much higher amount than the other sites. This site received additional funding, when they were preparing all of their meals from scratch, which meant they were not using VCAAA supplied Jordano's food at that time. Rather, they were purchasing everything locally. When they changed their program and began using Jordano's food, their funding went significantly down.

The committee's request is carried to the next meeting that staff provide additional information on why the City of Simi Valley's meal site funding grew significantly from FY 2009-10 to FY 2014-15.

- 6. HELP of Ojai Program Funding for Locally Prepared/Purchased Entrees** - Staff raised the issue that the HELP of Ojai meal site believes their program is underfunded. HELP of Ojai makes from scratch roughly 250 meals per month on average, which is about 3,000 meals per year. This is the equivalent of about \$2 per Jordano's entrée portion (roughly \$6,000 per year). HELP of Ojai isn't always getting reimbursed for the cost of the food purchased locally, because many of those charges are booked to cash match. Were HELP of Ojai to get its food for these meals from Jordano's, those costs would be 100% covered and would not come out of their grant funds.

If the committee were to approve this, it was noted that other meal sites might also be looking for additional funds. Discussion continued about how many sites might have any real interest in this – currently, only City of Santa Paula and HELP of Ojai. Yet some sites are becoming more creative and might grow more interested in preparing their own meals through local food purchases. Next meeting staff will bring a chart to more clearly show HELP of Ojai's potential cost differences between Jordano's and purchasing food locally for meals.

- 7. Other Committee Involvement/Notification** - Health Issues – Patti discussed the new monthly menu placemat with Nutritional Education programming elements expanded on the back. Info includes items such as exercise, a super food, senior scam, community resources, etc. Donald brought up an idea to add an element to warn pet owners of what animals should not eat. Patti will look into this.

Farmers' Market coupons have been funded for another year. VCAAA should be releasing them in June or July. Last year VCAAA ranked number four in the state out of 36 or 37 counties participating.

For seniors who qualify for CalFresh, SNAP-Ed is the new educational component, which (1) must be evidence-based and (2) must be nutrition and exercise combined. VCAAA is one of

seven counties in the state that received this grant funding and is implementing SNAP-Ed. As of July 2014, we have been implementing it at our meal sites. VCAAA is working on expanding the list of approved venues.

Agenda Item #5.6

8. **Other Business** - Staff brought to the Committee's attention that the Senior Nutrition Garden near FoodShare is being affected by a number of projects, including a solar panel project to power the juvenile justice building. Additionally, the citrus planters and asparagus plants in the Patio area must be removed for a new parking lot as part of a proposed project.

Patti advised that many new members have joined the S.N.A.C committee and suggested that a member of S.N.A.C. come to our SNP Committee Meetings, and that someone from our Advisory Council attend S.N.A.C meetings. Marleen will work with S.N.A.C. to look into Diamond Star Productions fundraising practices and will bring to the Committee this fundraising organization's script to make sure the public does not think they represent VCAAA.

9. **Review Meeting Schedule** - The next meeting is scheduled for **Monday, May 18, 2015, at 10 a.m.**
10. **Adjournment** - The meeting adjourned at 11:20 a.m.

TO: VCAAA Advisory Council Members
FROM: Sylvia Taylor Stein, Committee Chair
DATE: March 25, 2015
SUBJECT: **Optimal Aging Committee Meeting Report from March 25, 2015**

Optimal Aging Committee (OAC) Members Present

Lori Harasta
Marty Kaplan
Toni Olson
Ginny Rockefeller
Sylvia Taylor Stein, Chair

Optimal Aging Committee Members Absent

Donald Todd
Bill Witt
Sue Tatangelo

VCAAA Staff Present

Christine Voth
Elizabeth Renteria

Guests

None

- 1. Welcome and Introductions**
- 2. Public Comments** – Committee members share announcements.
- 3. Old Business: Update on OAC Teaser Tips.** There was discussion of *Teaser Tips for Aging Well* for inclusion in the Senior Nutrition Program placemats beginning in April 2015. Sylvia Taylor Stein submitted ideas for tips to VCAAA. Staff shared a prototype of how the placement will appear and it was well received by committee members. L. Harasta recommended that Advisory Council members be given a copy of the monthly placements (as they become available) to take back and share with their local councils and commissions on aging.
- 4. Optimal Aging link on VCAAA website.** Committee members submitted resources and there was a productive and lively discussion about what to include in the link. Suggestions for subtopics/links included life-long learning, travel programs, senior center activities, fitness activities, including evidence-based classes, cultural sites, volunteer opportunities, local media, books, organizations that have ‘buddy’ programs, updates on the White Housing Conference on Aging (including reauthorization of the Older Americans Act). G. Rockefeller shared an interesting tool about telling one’s life story, which utilized a graph. C. Voth will start drafting a list of resources to be considered for inclusion on the website.

5. **Old Business: OAC Goals and Objectives.** Discussion was tabled to the meeting in May.

6. **New Business: What does optimal living/aging look like for a homebound person? How do we reach and involve them in activities to nurture their health and well-being for optimal aging? Due to the nature of being homebound, is it possible to involve them?** Discussion began with the question, *how do we identify the homebound people?* This could be done through home health agencies, volunteer agencies that work with the homebound (such as Caregivers: Volunteers Assisting the Elderly), Senior Support Line, entities delivering home-delivered meals, persons in long-term care facilities; and, Advisory Council members and others could be asked to reflect upon whether they have a friend who does not go out anymore (after the death of a spouse, etc.)

How do we involve the homebound seniors in optimal aging? Perhaps some might be encouraged to have a 'buddy' take them to events at senior centers or to lunch. Educate caregivers, volunteers, family members, home health agency staff, etc. to ask open-ended questions such as:

- "How satisfied are you with how things are going?"
- "Is there something more that you would like to be doing?"
- "What prevents you from doing it?"
- "Would you like me to help you problem-solve so you could be more active?"
- "What would you like to do?"

The latter question led to discussion about a tool in the form of a 'question tree.' Depending upon the answers given (yes, no), different ideas for resolving a problem could be diagrammed on the tree. This tool could be a resource on the OA link on the VCAAA website.

Other ideas included training home health care providers to encourage physical activity such as chair exercises, developing an elder buddies program, and someone reading to the homebound person.

There was discussion of the *Best Cities for Successful Aging* document that C. Voth had emailed to OAC members. M. Kaplan said it provided useful information and good tips for successful aging. *Perhaps it would be good to compile a list of what constitutes successful aging in each city in the county, then advocate with city councils, etc.*

7. **Informational:** The Excel Report – Happiness in Aging by Michael Levine

8. **Other Committee Involvement/Notification – if any:**

- a. Health Issues Committee – Evidence-based fitness class schedule was discussed.
- b. Housing and Transportation Committee – No comments
- c. Planning and Allocation Committee – No comments
- d. Legislative Committee – No comments
- e. Senior Nutrition Committee - No comments
- f. Outreach Committee – E. Renteria provided update regarding new pamphlets and postcards.

9. **Next scheduled meeting date** – Wednesday, May 27, 2015 at 1:00 p.m.

10. **Adjournment** - The meeting was adjourned by Sylvia Stein at 2:10 p.m.

TO: VCAAA Advisory Council Members
FROM: Mel Silberberg, Chair
DATE: March 10, 2015
SUBJECT: **Housing and Transportation Committee Report from March 10, 2015**

Housing and Transportation Committee Members Present

Mel Silberberg (Supervisory Appointee) – Acting Chair
Rose Gossom

Housing and Transportation Committee Members Absent

Marion Holzworth (Ventura COA)
Vivian Johnson (Fillmore COA)
Paul Boog (Port Hueneme COA)
Jay Evans (Camarillo COA)

VCAAA Staff Present

Victoria Jump
Monique Nowlin
Elizabeth Renteria
Deborah Roberts
Beth Shephard

Guests

None

1. **Call to Order** – The meeting was called to order at 9:08 a.m. by Acting Chair, Mel Silberberg. There was not a quorum.
2. **Welcome and Introductions** – None.
3. **Public Comments** – None.
4. **Election of a Chair** – This was tabled due to no quorum present.
5. **HomeShare Update** – Deborah provided monthly HomeShare statistics.
6. **Transportation Update** – Beth provided an overview of Transportation statistics. Mel asked that door through door transportation be reported on as well.

- 7. California Statewide Housing Strategy** – This was tabled due to no quorum present
- 8. Housing & Transportation Committee 2015 Goals** – This was tabled due to no quorum present.
- 9. Other Committee Involvement/Notification** – None.
- 10. Next Meeting Date** – May 13, 2015, after the Advisory Council Meeting.
- 11. Adjournment** – The meeting was adjourned at 10:25 a.m. by the Chair, Mel.



VENTURA COUNTY AREA AGENCY ON AGING ADVISORY COUNCIL MEETING SCHEDULE

Date	Advisory Council	Outreach	Leg.	Housing & Trans.	Health Issues	By-Laws	Senior Nut.	Opt. Aging
July 2014	July 9 9-11 am	July 29 9 – 10:30	July 9*	July 8 9-10 am	July 15 1-2 pm	TBD	July 28 10 am	July 23 1-2:30 pm cancelled
August 2014	None	None	None	None	None	None	None	None
Sept 2014	Sept 10 9-11 am	Sept 30 9 – 10:30	Sept 10*	Sept 9 9-10 am Cancelled – committee attending conference	Sept 16 1-2 pm	TBD	Sept 15 10 am	Sept 24 1-2:30 pm
Oct 2014	None	Oct 28 9 – 10:30	None	Oct 7 9-10 am	Oct 21 1-2 pm	TBD	Oct 20 10 am	None
Nov 2014	Nov 12 9-11 am	Nov 25 9 – 10:30	Nov 12*	Nov 4 9-10 am	Nov 18 1-2 pm	TBD	Nov 17 10 am	Nov 19 1-2:30 pm
Dec 2014	None	None	None	None	None	None	None	None
Jan 2015	Jan 14 9-11 am	Jan 27 9 – 10:30	Jan 14*	Jan 13 9-10 am	Jan 20 1-2 pm	TBD	Jan 19 10 am	Jan 28 1-2
Feb 2015	None	Feb 24 9 – 10:30	None	None	None	None	Feb 23 10 am	None
March 2015	March 11 9-11 an	March 31 9 – 10:30	March 11*	March 10 9-10	March 17 1-2 pm	TBD	Mar 16 10 am	March 25 1-2
April 2015	None	April 28 9 – 10:30	None	None	None	None	April 13 10 am	None
May 2015	May 13 9-11 am	May 26 9 – 10:30	May 13*	May 13*	May 19 1-2 pm	TBD	May 18 10 am	May 27 1-2
June 2015	June 10 9-11 am	None	June 10*	None	None	None	June 22 10 am	None

Note: all meetings to be held at the VCAAA, unless otherwise noted.

*Meeting to follow Advisory Council Meeting adjournment. Updated 04/25/2015

FY 2014-2015 Advisory Council Committee Membership List

Council Representation	Appointee	Outreach	H&T	Health	Leg.	SNP	PAC	Opt.Ag.	By-Laws
Board of Supervisors	Smita Dandekar			X			X		
Board of Supervisors	Vacant								
Board of Supervisors	Lisa Hayden	X		X					
Board of Supervisors	Marty Kaplan	X					X	X	
Board of Supervisors	Mel Silberberg		X		X		X		
Board of Supervisors	Rose Gossom		X			X	X		
California Senior Legislature	June Glasmeier				X				
California Senior Legislature	Lawrence Hartmann				X				
California Senior Legislature	Bill Witt				X		X	X	
City of Camarillo	Jay Evans		X	X	X	X			
City of Camarillo	Karen King						X		X
City of Fillmore	Vivian Johnson		X			X			
City of Fillmore	Vacant								
City of Moorpark	Sandra Fide				X				
City of Moorpark	Vicki Tripoli					X			X
City of Ojai	Ginny Rockefeller			X			X	X	
City of Ojai	Vacant								
City of Oxnard	Ady Esparza	X							
City of Oxnard	Vacant								
City of Port Hueneme	Paul Boog	X	X		X	X			
City of Port Hueneme	Vacant								
City of Santa Paula	Vacant								
City of Santa Paula	Vacant								
City of Simi Valley	Neill Spector	X			X				
City of Simi Valley	Antoinette Olson					X	X	X	
City of Ventura	Vacant								
City of Ventura	Lori Harasta	X		X				X	
City of Thousand Oaks	Nancy Healy				X				
City of Thousand Oaks	Nick Fotheringham				X		X		
Immediate Past Chair	Vacant								
Service Provider	Rosemary Flores-Gordon			X					
Service Provider	Sylvia Taylor Stein				X			X	
Special Population Seat	Disabled - vacant								
Special Population Seat	Sue Tatangelo			X	X			X	X
Special Population Seat	Donald Todd Sr.				X	X		X	
Special Population Seat	Behavioral Health - Vac.								
Special Population Seat	LGBT – vacant								

TO: VCAAA Advisory Council Members

FROM: Victoria Jump, VCAAA Director

DATE: May 13, 2015

SUBJECT: **Recommendation to Renew FY 2015-2016 Grantee Funding and Related Service Categories Including Service Category Deviations Greater or Less than 10%; Approval of the Award of Sole Source Contracts for the Provision of Legal Services and Ombudsman/Preplacement Counseling Services for a Period of Up to Four Years Commencing FY 2015-2016; Approval of Conversion of Grantee Contract with the Conejo Recreation and Park District to a Vendor Contract.**

A. **Recommendation to Renew FY 2015-2016 Grantee Funding and Related Service Categories.** The following grants are being recommended for renewal based on the applications received from the grantees and compliance with the terms and conditions of their FY 2014-2015 contracts:

Grantee	Funding Source	Project	Grant Amount
Catholic Charities of Los Angeles	Title IIIB	Case Management-Social Model	\$35,000
City of Port Hueneme	Title IIIC2	Senior Nutrition Program	\$15,962
City of Oxnard	Title IIIC1/IIIC2	Senior Nutrition Program	\$85,906
City of Moorpark	Title IIIC1/IIIC2	Senior Nutrition Program	\$21,282
Camarillo Health Care District	Title IIIC1/IIIC2	Senior Nutrition Program	\$55,942
City of Fillmore	Title IIIC1/IIIC2	Senior Nutrition Program	\$29,419
Help of Ojai	Title IIIC1/IIIC2	Senior Nutrition Program	\$73,060
City of Santa Paula	Title IIIC1	Senior Nutrition Program	\$21,282
City of Simi Valley	Title IIIC1/IIIC2	Senior Nutrition Program	\$110,394
SER – Jobs for Progress, Inc.	Title V	Senior Community Services Employment Program	\$118,478

Grantee applications with asterisks below have contingencies:

Grantee	Funding Source	Project	Amount
San Salvador Mission*	Title IIIC1/IIIC2	Senior Nutrition Program	\$21,282
City of Ventura*	Title IIIC1/IIIC2	Senior Nutrition Program	\$58,568

- B. Approval of FY 2015-2016 Grantee Funding and Related Service Categories Including Service Category Deviations Greater or Less than 10%.** Advisory Council Policy and Procedure III-G – Contractual Procedures requires full Advisory Council approval for any proposed deviations from the original contracted service units of more than 10%. Staff has reviewed the deviations and made adjustments when needed to ensure that grantees total contracted units are not less than what they are originally contracted to perform. Staff is recommending that the Advisory Council approve the following grants for FY 2015-2016:

Grantee	Funding Source	Project	Amount
Camarillo Health Care District	Title IIIE	Family Caregiver Support Center	\$20,000
Conejo Valley Senior Concerns	Title IIIE	Family Caregiver Resource Center	\$80,000

- C. Approval of the Award of Sole Source Contracts for the Provision of Legal Services and Ombudsman/Preplacement Counseling Services for a Period of Up to Four Years Commencing FY 2015-2016.** Staff is recommending that the Advisory Council approves the award of a sole source contract to Grey Law and Long Term Care Services of Ventura County Inc. A request for letters of intent and notice of intent to contract was issued on March 19, 2015. Both Grey Law and Long Term Care Services of Ventura County, Inc. responded. The Advisory Council approved the release of the request for letters of intent at the March 11, 2015, meeting.

Grantee	Funding Source	Project	Amount
Grey Law of Ventura County, Inc.	Title IIIB, VIIb, HICAP	Legal Services	\$59,000
Long Term Care Services of Ventura County, Inc.	Title IIIB, VIIa, State: (SDF/SNF Q&A)/Title IIIE	Long Term Care Ombudsman/Pre-Placement Counseling	\$157,849

- D. **Approval of Conversion of Grantee Contract with the Conejo Recreation and Park District (CRPD) to a Vendor Contract.** After months of discussion with Conejo Recreation and Park District staff, we are recommending that the current grantee contract be converted to a vendor contract, effective July 1, 2015. This will substantially change the nature of the relationship with CRPD but will provide more flexibility in the provision of meals at the Goebel Senior Center. This change is a result of CRPD requesting a change in its program, as it explores a Café-style program. Rather than receiving grant funding and VCAA supplying the food through Jordano's, eligible meals will be reimbursed on a per-meal basis. This amount is in the process of being negotiated. The total cost to the Senior Nutrition Program will not change. The amount available for a vendor contract for this community will be \$71,000 which includes the cost food. Donations collected at this meal site will be available to provide additional meals.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CATHOLIC CHARITIES OF LOS ANGELES INC.	Contract Amount:	\$35,000
Project:	CASE MANAGEMENT-SOCIAL MODEL	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input checked="" type="checkbox"/> Title IIIB <input type="checkbox"/> Title IIIC1 <input type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Renewal Recommended:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input type="checkbox"/> Advisory Council Approval Required for Renewal <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Counseling	Hour	1,171	1,248	107%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Counseling	Hour	1,587	1,587	0%

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of population Served
% low income (at or below the federal poverty level)	49%
% served with one of more disability	99%
% that live alone (at risk for social isolation)	45.4%
% minority	58.1%
% at high nutritional risk	30.1%

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.

- Meets most or all requirements
 Has some deficiencies – see F
 Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

Corrective Action Plan was submitted by Grantee and accepted by VCAAA.
Two Corrective Action Plans (Q1 & Q2) were submitted by Grantee and accepted by VCAAA. Grantee was 27% above contracted level as of December 31, 2014. Regarding Q1, above contracted levels were due to counting as “new” any regular clients serving for the first time in the new fiscal year. In Q2, the grantee’s staff and volunteers put extra time into Holiday Assistance Programs, causing November and December service hour numbers to increase. Grantee is currently performing as contracted. This grantee is exemplary and provides excellent service with the grant funds awarded.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee: Project:	CITY OF PORT HUENEME	Contract Amount: Contract Year:	\$15,962 FY 2015 - 2016
	SENIOR NUTRITION PROGRAM		
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input checked="" type="checkbox"/> Yes
	<input type="checkbox"/> Title IIIC1		<input type="checkbox"/> Yes With Contingencies (see H)
	<input checked="" type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
	<input type="checkbox"/> Ombudsman		

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	0	0	-
Home-Delivered Meals (C2)	1 meal	4,875	4,668	95.8%
Total (C1 + C2)	1 meal	4,875	4,668	95.8%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	0	0	0
Home-Delivered Meals (C2)	1 meal	6,500	6,500	0
Total (C1 + C2)	1 meal	6,500	6,500	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	54.8% (9.7% declined to state)
% served with one of more disability	93.5%
% that live alone (at risk for social isolation)	58.1%
% minority	16.1%
% at high nutritional risk	96.8%

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

Yes – Fill in Box G as to why.

No

G. Concerns or Issues Regarding Grant:

None.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CITY OF OXNARD	Contract Amount:	\$85,906
	Project:		SENIOR NUTRITION PROGRAM
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input checked="" type="checkbox"/> Yes
	<input checked="" type="checkbox"/> Title IIIC1		<input type="checkbox"/> Yes With Contingencies (see H)
	<input checked="" type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
<input type="checkbox"/> Ombudsman			

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	7,500	7,346	97.9%
Home-Delivered Meals (C2)	1 meal	17,550	17,945	102.3%
Total (C1 + C2)	1 meal	25,050	25,291	101%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	10,000	10,000	0
Home-Delivered Meals (C2)	1 meal	23,400	23,400	0
Total (C1 + C2)	1 meal	33,400	33,400	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	56.1% (21.9% declined to state)
% served with one of more disability	38.2%
% that live alone (at risk for social isolation)	50.1%
% minority	71.5%
% at high nutritional risk	60.8% (10.2% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

Yes – Fill in Box G as to why.

No

G. Concerns or Issues Regarding Grant:

None.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CITY OF MOORPARK	Contract Amount:	\$21,282
	Project:		SENIOR NUTRITION PROGRAM
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input checked="" type="checkbox"/> Yes
	<input checked="" type="checkbox"/> Title IIIC1		<input type="checkbox"/> Yes With Contingencies (see H)
	<input checked="" type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
<input type="checkbox"/> Ombudsman			

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	2,447	2,417	98.8%
Home-Delivered Meals (C2)	1 meal	2,991	3,405	113.8%
Total (C1 + C2)	1 meal	5,438	5,822	107.1%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	3,262	3,262	0
Home-Delivered Meals (C2)	1 meal	3,988	3,988	0
Total (C1 + C2)	1 meal	7,250	7,250	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	24.2% (42.3% declined to state)
% served with one of more disability	30.2%
% that live alone (at risk for social isolation)	34.9%
% minority	24.2%
% at high nutritional risk	22.8% (30.2% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAA staff if there’s a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

Yes – Fill in Box G as to why.

No

G. Concerns or Issues Regarding Grant:

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CAMARILLO HEALTH CARE DISTRICT	Contract Amount:	\$55,942
Project:	SENIOR NUTRITION PROGRAM	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input checked="" type="checkbox"/> Title IIIC1 <input checked="" type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Renewal Recommended:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input type="checkbox"/> Advisory Council Approval Required for Renewal <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units contracted through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	495	650	131.3%
Home-Delivered Meals (C2)	1 meal	14850	14261	96%
Total (C1 + C2)	1 meal	15,345	14,911	97.2%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% change
Congregate Meals (C1)	1 meal	660	660	0
Home-Delivered Meals (C2)	1 meal	19,800	19,800	0
Total (C1 + C2)	1 meal	20,460	20,460	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	26.7% (28.8% declined to state)
% served with one of more disability	57.6%
% that live alone (at risk for social isolation)	42.1%
% minority	20.9%
% at high nutritional risk	38.5% (40.6% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

- F. Has Grantee had a corrective action plan for underperformance in the past year?
- Yes – Fill in Box G as to why.
- No

G. Concerns or Issues Regarding Grant:

None.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CITY OF FILLMORE	Contract Amount:	\$29,419
Project:	SENIOR NUTRITION PROGRAM	Contract Year:	FY 2015 – 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input checked="" type="checkbox"/> Title IIIC1 <input checked="" type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Renewal Recommended:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input type="checkbox"/> Advisory Council Approval Required for Renewal <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	4,328	5,335	123.2%
Home-Delivered Meals (C2)	1 meal	3,837	3,159	82.3%
Total (C1 + C2)	1 meal	8,165	8,494	96.1%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	5,771	5,771	0
Home-Delivered Meals (C2)	1 meal	5,116	5,116	0
Total (C1 + C2)	1 meal	10,887	10,887	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	71.2% (16.1% declined to state)
% served with one of more disability	34.7%
% that live alone (at risk for social isolation)	33.1%
% minority	52.5%
% at high nutritional risk	24.6% (47.5% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there’s a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

Yes – Fill in Box G as to why.

No

G. Concerns or Issues Regarding Grant:

None.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

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- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	HELP OF OJAI	Contract Amount:	\$73,060
Project:	SENIOR NUTRITION PROGRAM	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input checked="" type="checkbox"/> Title IIIC1 <input checked="" type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Renewal Recommended:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input type="checkbox"/> Advisory Council Approval Required for Renewal <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	3,000	3,521	117.4%
Home-Delivered Meals (C2)	1 meal	9,375	9,544	101.8%
Total (C1 + C2)	1 meal	12,375	13,065	105.6%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	4,000	4,275	6.9%
Home-Delivered Meals (C2)	1 meal	12,500	12,750	2%
Total (C1 + C2)	1 meal	16,500	17,025	3.2%

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	31.8% (55.4% declined to state)
% served with one of more disability	50%
% that live alone (at risk for social isolation)	50%
% minority	10.8%
% at high nutritional risk	33.3% (17.2% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
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Ventura County Area Agency on Aging Grantee Renewal Review

Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

None.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be "targeted" as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

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 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CITY OF SANTA PAULA	Contract Amount:	\$21,282
	Project:		SENIOR NUTRITION PROGRAM
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input checked="" type="checkbox"/> Yes
	<input checked="" type="checkbox"/> Title IIIC1		<input type="checkbox"/> Yes With Contingencies (see H)
	<input type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
	<input type="checkbox"/> Ombudsman		

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	3,675	3,759	102.3%
Home-Delivered Meals (C2)	1 meal	0	0	-
Total (C1 + C2)	1 meal	3,675	3,759	102.3%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	4,900	4,900	0
Home-Delivered Meals (C2)	1 meal	0	0	0
Total (C1 + C2)	1 meal	4,900	4,900	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	34.6% (26.1% declined to state)
% served with one of more disability	5.1%
% that live alone (at risk for social isolation)	31.1%
% minority	47.1%
% at high nutritional risk	16.7% (6.6% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

A Corrective Action Plan was required in Q2, because this grantee’s number of congregate meals served was 88.53% of the contracted meal count. This is because their permanent Senior Nutrition Coordinator was temporarily out, which halted the monthly Special Event Luncheons that attract 100-150+ seniors. At this time their numbers are increasing once again.

Corrective Action Plan for Q2 was submitted by grantee and accepted by VCAAA.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

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 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CITY OF SIMI VALLEY	Contract Amount:	\$110,394
	Project:		SENIOR NUTRITION PROGRAM
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input checked="" type="checkbox"/> Yes
	<input checked="" type="checkbox"/> Title IIIC1		<input type="checkbox"/> Yes With Contingencies (see H)
	<input checked="" type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
	<input type="checkbox"/> Ombudsman		

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	7,433	8,181	110.1%
Home-Delivered Meals (C2)	1 meal	22,296	25,255	113.3%
Total (C1 + C2)	1 meal	29,729	33,436	112.5%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	9,910	9,910	0
Home-Delivered Meals (C2)	1 meal	29,728	29,728	0
Total (C1 + C2)	1 meal	39,638	39,638	0

Requested Next Fiscal Year Contracted Service with Request for Increase:

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	47.4% (22% declined to state)
% served with one of more disability	35.5%
% that live alone (at risk for social isolation)	36.2%
% minority	23.6%
% at high nutritional risk	32.5% (5% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there’s a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

<ul style="list-style-type: none"> ➤ In Q1, a Corrective Action Plan was required, because the number of meals was at 116%. The City of Simi Valley expected to maintain that level of meal count with existing contracted grant funding, and has continued to run a well-managed program with an enthusiastic staff. ➤ Corrective Action Plan for Q1 was submitted by grantee and accepted by VCAAA. ➤ Grantee has applied to serve 7,000 additional meals in FY2015-16. However, existing SNP funding is not available to support these additional meals.
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H. Contract Contingency Requirements

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ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be "targeted" as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	SER – JOBS FOR PROGRESS	Contract Amount:	\$118,478
Project:	SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input type="checkbox"/> Title IIIC1 <input type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input type="checkbox"/> Title IIIE <input checked="" type="checkbox"/> Title V <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Renewal Recommended:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input type="checkbox"/> Advisory Council Approval Required for Renewal <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3rd Quarter ¹	Units Delivered Through 3rd Quarter	% To Goal Through 3rd Quarter
Participants:				
• Contracted to serve	1 Participant	10	12	120%
• Carried over from prior year	1 Participant	8	11	137.5%
• New participants this year	1 Participant	2	5	250%
Retention ²	1 Participant	75%	N/A	N/A
Service Level ³	1 Participant	121.9%	145.5%	119.4%
Community Service ⁴	1 Hour	54.4%	72.7%	133.6%
Most in need ⁵	1 Barrier	1.6%	1.75%	91.4%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Participants:				
• Contracted to serve	1 Participant	13	13	0
• Carried over from prior year	1 Participant	10	10	0
• New participants this year	1 Participant	3	3	0
Retention	1 Participant	100%	100%	0
Service Level	1 Participant	162.5%	162.5%	0
Community Service	1 Hour	72.6%	72.6%	0
Most in need	1 Barrier	2.15%	2.15%	0

C. Is the percentage change more than 10%⁶?

- Yes
 No

D. Grantee Service Targeting⁷ - Extent to which Grantee Understands and meets the requirement to serve targeted populations. Refer to Most in Need in Section A.

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there’s a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

Yes – Fill in Box G as to why.

No

G. Concerns or Issues Regarding Grant:

This is one of the more complex OAA grants. SER Jobs provides excellent service. The inability for Participants finding unsubsidized employment is not a reflection of the grantee.

H. Contract Contingency Requirements

None.

¹ Minimum Requirement to Provide Services: California Dept. of Aging establishes these requirements based on directives from the US Dept. of Labor. Minimum requirements will be included in VCAAA's contract renewal, SCOPE OF WORK section for FY 2014-15.

² Retention: This measure reports the job retention of those exiters who had wages in the first quarter after the quarter of exit, i.e., who entered employment.

³ Service Level: This is the number of participants active at any time during the reporting period divided by the number of modified positions.

⁴ Community Service: This measure reports the amount of community service provided compared to the amount of community service funded by the grant. The number of hours of community service in the reporting period divided by the number of hours of community service funded by the grant minus the number of paid training hours in the reporting period

⁵ Most in Need: This measure reports the average number of specified barriers to employment per participant. Average number of barriers per participant. The total number of the following characteristics: severe disability, frail; age 75 or older, old enough for but not receiving SS Title II, severely limited employment prospects and living in an area of persistent unemployment, limited English proficiency, low literacy skills, disability, rural, veterans, low employment prospects, failed to find employment after using WIA Title I, and homeless or at risk of homelessness divided the number of participants who are active on the last day of the reporting period or who exited during the reporting period

⁶ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

⁷ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be "targeted" as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregivers⁷
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	SAN SALVADOR MISSION	Contract Amount:	\$21,282
	Project:		SENIOR NUTRITION PROGRAM
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input type="checkbox"/> Yes
	<input checked="" type="checkbox"/> Title IIIC1		<input checked="" type="checkbox"/> Yes With Contingencies (see H)
	<input checked="" type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
<input type="checkbox"/> Ombudsman			

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	1,967	1,859	94.5%
Home-Delivered Meals (C2)	1 meal	1,020	1,061	104%
Total (C1 + C2)	1 meal	2,987	2,920	97.8

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	2,622	2,622	0
Home-Delivered Meals (C2)	1 meal	1,360	1,360	0
Total (C1 + C2)	1 meal	3,982	3,982	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	72.3%
% served with one of more disability	29.8
% that live alone (at risk for social isolation)	23.4%
% minority	66%
% at high nutritional risk	12.8% (44.7% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

Yes – Fill in Box G as to why.

No

G. Concerns or Issues Regarding Grant:

H. Contract Contingency Requirements

Contingency: A current Environmental Health Certificate is required to complete the application.

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be "targeted" as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CITY OF VENTURA	Contract Amount:	\$58,568
Project:	SENIOR NUTRITION PROGRAM	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB	Renewal Recommended:	<input type="checkbox"/> Yes
	<input checked="" type="checkbox"/> Title IIIC1		<input checked="" type="checkbox"/> Yes With Contingencies (see H)
	<input checked="" type="checkbox"/> Title IIIC2		<input type="checkbox"/> Advisory Council Approval Required for Renewal
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input type="checkbox"/> Title VII		
	<input type="checkbox"/> Ombudsman		

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Congregate Meals (C1)	1 meal	4,070	4,020	98.8%
Home-Delivered Meals (C2)	1 meal	10,500	11,485	109.4%
Total (C1 + C2)	1 meal	14,570	15,505	106.4%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Congregate Meals (C1)	1 meal	5,426	5,426	0%
Home-Delivered Meals (C2)	1 meal	14,000	14,000	0%
Total (C1 + C2)	1 meal	19,426	19,426	0%

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	67% (18.8% declined to state)
% served with one of more disability	41.6%
% that live alone (at risk for social isolation)	45.2%
% minority	26.1%
% at high nutritional risk	41.9% (3.6% refused)

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Grantee Renewal Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

H. Contract Contingency Requirements

Contingency: Current Fire Inspection certificate is required to complete this application.

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

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- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Contract Application Review

Grantee:	CAMARILLO HEALTH CARE DISTRICT	Contract Amount:	\$20,000
Project:	FAMILY CAREGIVER CENTER	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input type="checkbox"/> Title IIIC1 <input type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input checked="" type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input checked="" type="checkbox"/> Advisory Council Approval Required <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Supplemental – CG Adaptations	1 Occurrence	45	57	126.7%
Supplemental – CG Asst. Devices	1 Occurrence	27	26	96.3%
SUPPLEMENTAL TOTAL:	1 Occurrence	72	83	115.2%
Respite – In-Home Supervision	1 Hour	536	605	112.9%
Respite – Adult Day Care	1 Hour	525	716	136.4%
RESPITE TOTAL:	1 Hour	1,061	1,324	124.8%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Supplemental – CG Adaptations	1 Occurrence	52	12	-76.9%
Supplemental – CG Asst. Devices	1 Occurrence	36	12	-66.7%
Respite – In-Home Supervision	1 Hour	588	500	-15%
Respite – Adult Day Care	1 Hour	900	500	-44.4

C. Is the percentage change more than 10%?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	N/A
% served with one of more disability	N/A
% that live alone (at risk for social isolation)	N/A
% minority	N/A

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
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Ventura County Area Agency on Aging Grantee Contract Application Review

Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there’s a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

- In Q1, Caregiver Adaptations exceeded the contracted amount at 138% of the expected service level; Respite-In Home Service units were at 68%; and Respite-Out of Home Service units were at 30%.
- In Q2, Respite Service units were at 116%.

Grantee submitted Corrective Action Plans, which VCAAA approved and accepted.

- In Q3, Caregiver Adaptations exceeded the contracted amount at 127%; and Respite-Out of Home Service units were at 136% of contract count through the nine months ending on March 31, 2015. A Corrective Action Plan will be requested – however, this grantee is performing well.

Available funding for this program was reduced to 50% of FY2014-15, since a new FCRC is being established in the Santa Clara Valley.

H. Contract Contingency Requirements

None.

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

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 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Grantee Renewal Review

Grantee:	CONEJO VALLEY SENIOR CONCERNS	Contract Amount:	\$80,000
Project:	FAMILY CAREGIVER RESOURCE CENTER	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input type="checkbox"/> Title IIIC1 <input type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input checked="" type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Renewal Recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input checked="" type="checkbox"/> Advisory Council Approval Required for Renewal <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units Contracted Through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Caregivers of Elderly:				
Support Services	1 Hour	728	745	102.3%
Supplemental Services	1 Occurrence	28	39	139.3%
Respite Services	1 Hour	900	991	110.1%
Access Assistance	1 Contact	1,275	1,483	116.3%
Information Services	1 Activity	56	59	105.4%
Caregivers of Child: (Grandparents Raising Grandchildren)				
Support Services	1 Hour	117	261	223.1%
Access Assistance	1 Contact	126	16	12.7%
Information Services	1 Activity	14	13	92.9%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% Change
Caregivers of Elderly:				
Support Services	1 Hour	970	975	0.5%
Supplemental Services	1 Occurrence	37	37	0
Respite Services	1 Hour	1,200	1,200	0
Access Assistance	1 Contact	1,700	1,800	5.9%
Information Services	1 Activity	74	60	-18.9%
Caregivers of Child: (Grandparents Raising Grandchildren)				
Support Services	1 Hour	156	275	76.3%
Access Assistance	1 Contact	168	150	-10.7%
Information Services	1 Activity	18	16	-11.1%

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of Population Served
% low income (at or below the federal poverty level)	N/A
% served with one of more disability	N/A
% that live alone (at risk for social isolation)	N/A
% minority	N/A

Ventura County Area Agency on Aging Grantee Renewal Review

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

Grantee was outside of the performance range on all service categories for both Elderly (performance exceeded contracted levels) and child (performance was below contracted levels) for the nine months ending on March 31, 2015. Grantee was transitioning with new staff, had a slow down during the holidays, and were exceeding units due to a new caregiver support group that was launched. Grantee is currently on track to meet target contract levels.

Grantee has submitted a Corrective Action Plan in Q2, which has been approved and accepted by VCAAA.

H. Contract Contingency Requirements

None.

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

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 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer’s disease.

Ventura County Area Agency on Aging Sole Source Provider Grant Application Review

Grantee:	GREY LAW OF VENTURA COUNTY INC	Contract Amount:	\$59,000
Project:	LEGAL ASSISTANCE, COMMUNITY EDUCATION, AND FAST	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input checked="" type="checkbox"/> Title IIIB <input type="checkbox"/> Title IIIC1 <input type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input type="checkbox"/> Title IIIE <input checked="" type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman <input checked="" type="checkbox"/> HICAP	Recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input checked="" type="checkbox"/> Advisory Council Approval Required <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units contracted through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Legal Assistance (IIIB)	1 hour	1,097	1,074	97.9%
	Minimum # of Unduplicated Clients	627	844	134.6%
Community Education (IIIB)	1 activity	6	11	183.3%
	Minimum # of Unduplicated Clients	156	318	203.8%
Elder Abuse Prevention, Education & Training (Financial Abuse Specialist Team or "FAST")	1 session*	6	7	116.7%
	Minimum # of Unduplicated Clients	66	140	212.1%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% change
Legal Assistance (IIIB)	1 hour	1,467	1,400	-4.6%
	Minimum # of Unduplicated Clients	838	800	-4.5%
Community Education (IIIB)	1 activity	8	8	0
	Minimum # of Unduplicated Clients	208	208	0
Elder Abuse Prevention, Education & Training (Financial Abuse Specialist Team or "FAST")	1 session*	8	8	0
	Minimum # of Unduplicated Clients	88	88	0
HICAP Legal Representation	1 hour	9	9	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of population Served
% low income (at or below the federal poverty level)	N/A
% served with one of more disability	N/A
% that live alone (at risk for social isolation)	N/A
% minority	N/A

E. Other Evaluation Factors

<p>Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.</p>	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
<p>Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there’s a problem.</p>	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
<p>Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.</p>	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
<p>Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.</p>	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
 No

G. Concerns or Issues Regarding Grant:

This grantee exceeded 115% level in the category of Community Education, due to an anticipated a drop off in the LIFE programs; however, they did not drop off completely. Also, this grantee takes every opportunity to go out to the public to tell about its services, and these services have been requested more often than anticipated.

Corrective Action Plan submitted by Grantee was approved and accepted by VCAAA.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Sole Source Provider Grant Application Review

Grantee:	LONG TERM CARE SERVICES	Contract Amount:	\$27,624
Project:	PLACEMENT COUNSELING FOR FAMILY CAREGIVERS	Contract Year:	FY 2015 - 2016
Funding Source (check all the apply)	<input type="checkbox"/> Title IIIB <input type="checkbox"/> Title IIIC1 <input type="checkbox"/> Title IIIC2 <input type="checkbox"/> Title IIID <input checked="" type="checkbox"/> Title IIIE <input type="checkbox"/> Title VII <input type="checkbox"/> Ombudsman	Recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> Yes With Contingencies (see H) <input checked="" type="checkbox"/> Advisory Council Approval Required <input type="checkbox"/> No

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units contracted through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Caregiver Counseling	1 Hour	120	122	101.7%
Minimum # of Unduplicated Clients		112	122	108.9%

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% change
Caregiver Counseling	1 Hour	160	160	0%
Minimum # of Unduplicated Clients		150	150	0%

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of population Served
% low income (at or below the federal poverty level)	N/A
% served with one of more disability	N/A
% that live alone (at risk for social isolation)	N/A
% minority	N/A

E. Other Evaluation Factors

Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there's a problem.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

Ventura County Area Agency on Aging Sole Source Provider Grant Application Review

Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.

- Meets most or all requirements
- Has some deficiencies – see F
- Has major deficiencies – see F

F. Has Grantee had a corrective action plan for underperformance in the past year?

- Yes – Fill in Box G as to why.
- No

G. **Concerns or Issues Regarding Grant:**

Contracted performance is outstanding.

H. **Contract Contingency Requirements**

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations of from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be “targeted” as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
- Older individuals with the greatest social need with particular attention to low-income minority individuals. Social need is caused by non-economic factors, including:
 - Physical and mental disabilities, especially severe disabilities;
 - Language barriers, which include limited English-speaking ability among older adults; and,
 - Cultural, social or geographical isolation including isolation caused by (1) racial or ethnic status that: (a) restricts the ability of an individual to perform normal daily tasks, or (b) threatens the capacity of the individual to live independently; and (2) isolated, abused, neglected and/or exploited older individuals
- Older Native Americans
- Older individuals who reside in rural areas
- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.

Ventura County Area Agency on Aging Sole Source Provider Grant Application Review

Grantee:	LONG TERM CARE SERVICES	Contract Amount:	\$130,225
	Project:		OMBUDSMAN
Funding Source (check all the apply)	<input checked="" type="checkbox"/> Title IIIB	Recommended:	<input type="checkbox"/> Yes
	<input type="checkbox"/> Title IIIC1		<input type="checkbox"/> Yes With Contingencies (see H)
	<input type="checkbox"/> Title IIIC2		<input checked="" type="checkbox"/> Advisory Council Approval Required
	<input type="checkbox"/> Title IIID		<input type="checkbox"/> No
	<input type="checkbox"/> Title IIIE		
	<input checked="" type="checkbox"/> Title VII		
	<input checked="" type="checkbox"/> Ombudsman - State		

A. Current Fiscal Year Contracted Service:

Service Category	Unit of Measure	Units contracted through 3 rd Quarter	Units Delivered Through 3 rd Quarter	% To Goal Through 3 rd Quarter
Complaint Resolution	% of open complaints resolved or partially resolved	56%	87%	155%
Work with Resident Councils	1 meeting attended	247	239	97%
Work with Family Councils	1 meeting attended	15	26	173%
Consultation to Facilities	1 interaction ¹	898	1,233	137%
Information & Consultations to Individuals	1 interaction ²	2,244	3,420	152%
Community Education Sessions	1 session ³	52	66	127%
Visits to SNF (skilled nursing facilities)	% of visits per quarter ⁴	100%	100% (1,021)	100%
Visits RCFE (residential care facilities)	% of visits per quarter ⁵	100%	100% (2,425)	100%
Number of Full-Time Equivalent (FTE) Staff	1 FTE staff member ⁶	4	4	100%
Number of Certified LTC Ombudsman Volunteers	1 certified volunteer ⁶	65 (average)	61	94%
NORS training	1 session	1	1	100%

¹ Count of instances of ombudsman representatives' interactions with facility staff for the purpose of providing general information and assistance unrelated to a complaint. Consultation may be accomplished by telephone, letter, email, fax, or in person.

² Count of instances of ombudsman representatives' interactions with residents, family members, friends, and others in the community for the purpose of providing general information and assistance unrelated to a complaint. Consultation may be accomplished by telephone, letter, email, fax, or in person.

³ LTC Ombudsman Program participation in public events planned to provide information or instruction to community members about the LTC Ombudsman Program or LTC issues. The number of sessions refers to the number of events, not the number of participants.

⁴ Percentage of nursing facilities within Ventura County that were visited by an ombudsman representative at least once each quarter. The percentage is determined by dividing the number of nursing facilities in the county that were visited at least once each quarter by the total number of nursing facilities in the PSA. As of 5/1/14, there are 22 SNFs in Ventura County.

⁵ Percentage of RCFEs within Ventura County that were visited by an ombudsman representative at least once each quarter during the fiscal year. As of 5/1/14, there are 205 RCFEs in Ventura County.

⁶ Per Administration on Aging Report Part III. B.2

Ventura County Area Agency on Aging Sole Source Provider Grant Application Review

B. Proposed Next Fiscal Year Contracted Service:

Service Category	Unit of Measure	Current Fiscal Year Contracted Amount	Next Fiscal Year Contracted Amount	% change
Complaint Resolution	% of open complaints resolved or partially resolved	75%	83%	10.6%
Work with Resident Councils	1 meeting attended	330	314	-4.8%
Work with Family Councils	1 meeting attended	20	23	15%
Consultation to Facilities	1 interaction	1,200	2,316	93%
Information & Consultations to Individuals	1 interaction	3,000	4,059	35.3%
Community Education Sessions	1 session	70	68	-2.9%
Visits to SNF (skilled nursing facilities)	% of visits per quarter	100%	100%	0
Visits RCFE (residential care facilities)	% of visits per quarter	100%	100%	0
Number of Full-Time Equivalent (FTE) Staff	1 FTE staff member	4	4	0
Number of Certified LTC Ombudsman Volunteers	1 certified volunteer	65 (average)	62 (average)	-4.6%
NORS training	1 session	1	1	0

C. Is the percentage change more than 10%ⁱ?

- Yes
 No

D. Grantee Service Targetingⁱⁱ - Extent to which Grantee Understands and meets the requirement to serve targeted populations.

Targeting Category	% of population Served
% low income (at or below the federal poverty level)	N/A
% served with one of more disability	N/A
% that live alone (at risk for social isolation)	N/A
% minority	N/A

E. Other Evaluation Factors

<p>Service Delivery, Staffing and Organizational Capacity – Grantee demonstrates a strong effort to deliver contracted service (includes outreach, PR, etc.) and has the staff and organizational capacity to continue to do so.</p>	<p><input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F</p>
<p>Budget and Fiscal – Grantee manages and monitors expenditures well throughout the grant cycle and stays within budget and works with VCAAA staff if there’s a problem.</p>	<p><input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F</p>

Ventura County Area Agency on Aging Sole Source Provider Grant Application Review

Reporting - Grantee submits accurate and timely fiscal and program reports, year-end closeout reports and all other reports required by the VCAAA.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F
Q Data Entry - if applicable - Grantee accurately enters all required information to the Q system in a timely manner.	<input checked="" type="checkbox"/> Meets most or all requirements <input type="checkbox"/> Has some deficiencies – see F <input type="checkbox"/> Has major deficiencies – see F

- F. Has Grantee had a corrective action plan for underperformance in the past year?
- Yes – Fill in Box G as to why.
- No

G. Concerns or Issues Regarding Grant:

Ombudsman service categories exceeded the contracted units of service by 121% for the nine months, ending on March 31, 2015.

This grantee has a proven track record of exceeding the prescribed service levels and of consistently maintaining a high level of service throughout the contract year. Thus, it was not be asked to submit an explanation for exceeding contracted levels of service.

H. Contract Contingency Requirements

ⁱ Advisory Council Policy and Procedure III-G Contractual Procedures requires full Advisory Council approval for any deviations from the original contracted service units of more than 10%.

ⁱⁱ The Older Americans Act (OAA), the Older Californians Act (OCA) and the California Code of Regulations, Article 3, Section 7310 (CCR.3§7310) require that specific segments of the population be "targeted" as having priority for services funded or provided by the VCAAA. The targeted populations are as follows:

- Older individuals with the greatest economic need (i.e., an income level at or below the federal poverty line), with particular attention to low-income minority individuals
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- Older Native Americans
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- Older individuals at risk for institutional placement
- Family or informal caregiversⁱⁱ
- Older individuals with Alzheimer's disease.