

June 5, 2025

Board of County Commissioners
Clackamas County

Approval of an Amendment to a Subrecipient Agreement with North Clackamas Parks & Recreation District for non-medical transportation and meal services at the Milwaukie Community Center. Amendment Value is \$40,622 for 1 year. Total Agreement Value is \$957,262 for 2 years. Funding is through the Oregon Department of Human Services and the Older Americans Act. No County General Funds are involved.

Previous Board Action/Review	Original agreement October 26, 2023, Agenda item 20231026 I.E.3; Amendment #01 May 16, 2024, Agenda item 20240516 I.F.2 Amendment #02 July 25, 2024, Agenda Item 20240725 III.F.13		
Performance Clackamas	1. This funding aligns with the strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy, and secure communities by addressing the needs of older adults in the community.		
Counsel Review	Yes-Jane Vetto	Procurement Review	No
Contact Person	Tracy Garell, Director	Contact Phone	503-655-8641

EXECUTIVE SUMMARY: The Social Services Division of the Health, Housing and Human Services requests approval of an Amendment to a Subrecipient Agreement with the North Clackamas Parks & Recreation on behalf of its Milwaukie Community Center to provide Older Americans Act (OAA) funded and related services for persons living in the Milwaukie and north Clackamas area. These services link residents with resources to meet their needs and help them remain independent and active in the community.

Amendment #03 amends the current fiscal year budget to reflect updated rates for Medicaid-funded transportation a dedicated shelf-stable nutrition grant, and defines available funding for Congregate Nutrition and Home Delivered Meal Nutrition. No County General Funds are involved.

RECOMMENDATION: Staff respectfully requests that the Board of County Commissioners approve Amendment #3 to the agreement (11255) and authorize Chair Roberts or his designee to sign on behalf of Clackamas County.

Respectfully submitted,

Mary Rumbaugh

Mary Rumbaugh
Director of Health, Housing & Human Services

For Filing Use Only

Subrecipient Amendment (FY24-FY27)
Clackamas County, Department of Health, Housing and Human Services

Subrecipient Agreement Number: 24-011

Board Order Number:

Department/Division: H3S, Social Services Division

Amendment No. 3

Subrecipient: North Clackamas Parks & Recreation
District, acting by and through its Milwaukie
Community Center

Amendment Requested By: Tracy Garell

Changes: ☐ Scope of Service

☒ Agreement Budget

☐ Agreement Time

☐ Other:

Justification for Amendment:

This Amendment #3 is entered into by and between North Clackamas Parks and Recreation District ("SUBRECIPIENT") and Clackamas County and shall become part of that federal subrecipient agreement ("Agreement") entered into by and between the parties on 10/26/2023. Amendment #3 revises FY25 budget and results in an increase to the budget by an additional \$40,622, for a total Agreement amount of \$957,262.

This Amendment #3 is effective upon signature. Except as amended hereby, all other terms and conditions of the Agreement remain in full force and effect. COUNTY has identified the changes with "***bold/italic***" font for easy reference.

AMEND Section 4, Grant Funds:

4. **Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay is \$916,640. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

4.1. Grant Funds: COUNTY's funding of \$776,540 in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.045, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").

4.2. Grant Funds: COUNTY's funding of \$15,000 in grant funds for this Agreement is from Federal Transportation Administration funds (Federal Statute: 49 USC 5310; ALN: 20.513).

4.3. Grant Funds: COUNTY's funding of \$4,250 in grant funds for this Agreement is the Medical Assistance Program (ALN: 93.778) issued to COUNTY by ODHS, APD.

4.4. Grant Funds: COUNTY's funding of \$99,150 for transportation services outlined in this agreement are from Elderly and Disabled Transportation funds issued to COUNTY by Ride Connection, Inc. and TriMet;

NCPRD - Milwaukie Community Center

Subrecipient Grant Agreement – 24-011, Amendment #3

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4.5. Grant Funds: COUNTY's funding of \$16,700 for transportation services outlined in this agreement are from Statewide Transportation Funds ("STF") for Elderly and Disabled and Statewide Transportation Improvement Funds ("STIF") for transportation services issued to COUNTY by Oregon Department of Transportation.

4.6. Other Funds: COUNTY's funding of \$5,000 for Low Income Home Energy Assistance application assistance outlined in this Agreement are from HEAT Oregon, an Oregon nonprofit organization.

TO READ:

4. **Grant Funds.** COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Assistance Listing Number ("ALN") number as appropriate. The maximum, not to exceed, grant amount COUNTY will pay is **\$957,262**. Payments will be made on a reimbursement basis in accordance with the rates set forth in Exhibit B, and the award is conditional upon compliance with the terms herein and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

4.1. Grant Funds: COUNTY's funding of \$776,540 in grant funds for this Agreement is the Older Americans Act (ALN: 93.043, 93.044, 93.045, 93.052, 93.053) issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").

4.2. Grant Funds: COUNTY's funding of \$15,000 in grant funds for this Agreement is from Federal Transportation Administration funds (Federal Statute: 49 USC 5310; ALN: 20.513).

4.3. Grant Funds: COUNTY's funding of **\$19,125** in grant funds for this Agreement is the Medical Assistance Program (ALN: 93.778) issued to COUNTY by ODHS, APD.

4.4. Grant Funds: COUNTY's funding of **\$104,150** for transportation services outlined in this agreement are from Elderly and Disabled Transportation funds issued to COUNTY by Ride Connection, Inc. and TriMet.

4.5. Grant Funds: COUNTY's funding of **\$15,963** for transportation services outlined in this agreement are from Statewide Transportation Funds ("STF") for Elderly and Disabled and Statewide Transportation Improvement Funds ("STIF") for transportation services issued to COUNTY by Oregon Department of Transportation.

4.6. Other Funds: COUNTY's funding of \$5,000 for Low Income Home Energy Assistance application assistance outlined in this Agreement are from HEAT Oregon, an Oregon nonprofit organization.

4.7. ***Other Funds: COUNTY's funding of \$21,484 for Shelf Stable Meals outlined in this Agreement are state general funds, issued to COUNTY by the State of Oregon, Department of Human Services ("ODHS"), Adults and People with Disabilities ("APD"), Community Services & Solutions Unit ("CSSU").***

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AMEND EXHIBIT A-1 – SUBRECIPIENT Scope of Work and Performance Reporting

Add the following sections to Exhibit A-1:

2. Description of Services

I. Shelf Stable Meals

Objective: To enhance the Older Americans Act (OAA) nutrition program by increasing the number of shelf-stable meals available for distribution to their Home-Delivered Meals (HDM) program recipients. The Shelf Stable Meal Grant program is established to increase or enhance meal and nutrition access for OAA Consumers if/when there is a disruption to normal meal delivery due to inclement weather or unforeseen circumstance.

Elements:

- i. SUBRECIPIENT to purchase shelf stable meals and distribute to OAA HDM clients and other OAA Consumers.
- ii. Reimbursement up to the amount of Maximum Total Award for Shelf Stable Meals will be made with submission of receipt showing proof of purchase, total number of meals purchased and total expense. Eligible period of expenditure is 7/1/2024 through 5/9/2025.
- iii. Shelf Stable Meals are eligible for OAA IIIC-1 or IIIC-2 meal site management reimbursement when distributed to OAA IIIC-1 or IIIC-2 enrolled clients if the shelf stable meal meets OAA Nutrition Guidelines. No additional reimbursement is available for the Food Service portion of OAA IIIC-1 or IIIC-2 reimbursement. If seeking meal site management reimbursement, shelf stable meals should be reported on the NAPIS service unit report and Daily Meal Report, noting these meals as distributed shelf stable meals. Meals that do not meet OAA Nutrition Guidelines are not eligible for OAA meal site management reimbursement.

AMEND EXHIBIT B – SUBRECIPIENT Program Budget, to replace budget for fiscal year 2024-25 with the following:

NCPRD - MILWAUKIE CENTER
Fiscal Year 2025, Revision 1

<u>Funding Type</u>	<u>Funding Category</u>	<u>AL Number</u>	<u>Max. Total Award</u>	<u>Required Match*</u>	<u>Services</u>	<u>Reimb. Rate</u>	<u>Service Unit for Reporting & Reimbursement</u>
Client Services	OAA IIIB	93.044	\$ 46,920	\$ 5,214	Case Management	\$ 42.00	1 hour
					Reassurance	\$ 21.00	1 contact
					Info & Assistance	\$ 21.00	1 contact
					Outreach (up to 4 per year)	\$ 50.00	1 activity
Nutrition Services	OAA C1 - Congregate Meals	93.045	\$ 88,675	\$ 9,852	OAA Meal Site Management	\$ 2.15	1 congregate meal
	OAA C2 - Home Delivered Meals	93.045	\$ 198,565	\$ 22,065	Food Service	\$ 2.50	1 congregate meal
					OAA Meal Site Management	\$ 1.65	1 home delivered meal
					Food Service	\$ 2.50	1 home delivered meal
					HDM Assessment	\$ 21.00	1 complete assessment
	NSIP - Congregate Meals	93.053	\$ 14,756	NA	Food Service	\$ 0.70	1 congregate meal
	NSIP - Home Delivered Meals	93.053	\$ 32,844		Food Service	\$ 0.70	1 home delivered meal
	Shelf Stable Meals	NA	\$ 21,484	NA	Purchase of Shelf Stable Meals	NA	Reimb for total cost up to Max. Total Award
Health Promotion	OAA IIID	93.043	\$ 2,100	NA	Evidence-Based Health & Wellness Programs	\$ 52.50	1 class/session
Respite	OAA IIIE	93.052	\$ 12,180	\$ 4,061	Family Caregiver Support Program Respite	\$ 42.00	1hour
Energy Assistance	LIEAP	NA	\$ 2,500	NA	Completed LIEAP Applications	\$ 25.00	1 complete application
Transp. Services	TriMet GF	NA	\$ 56,000	NA	Rides within the TriMet Service Area	\$ 10.00	1 one-way trip
	STIF Formula – 3.1 & 3.4 CC Specialized Services	NA	\$ 5,250	NA	Transportation Expansion	\$ 15.00	1 one-way trip
	Ride Connection: 5310 - Veh. Maintenance	20.513	\$ 5,000	\$ 1,250	Vehicle Preventative Maintenance	NA	NA
	Non-Medical Medicaid Rides	NA	\$ 17,000	NA	Non-Medical Rides for Medicaid Enrolled Clients	\$17.00 (effective 7/1/24 - 10/31/24) \$34.00 (effective 11/1/24 - 6/30/25)	1 one-way trip
Total Maximum Award			\$ 503,274	Federal Award Total:			\$ 401,040

* Source of OAA Match - Staff time

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #3 to be executed by their duly authorized officers.

CLACKAMAS COUNTY

North Clackamas Parks & Recreation District

By: _____

By: _____

Its: _____

Its: _____

Dated: _____

Dated: _____

Approved to Form:

Approved to Form:

By: Jane E. Vetto
County Counsel

By: _____
NCPRD Counsel

Dated: 4/5/25

Dated: _____