



## Legislation Text

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**File #:** 20-1323, **Version:** 1

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Health and Human Services Agency recommending the Board:

- 1) Approve the Veteran Affairs Commission recommendation (VA Commission meeting of July 9, 2020, minutes approved August 13, 2020) to use a portion of the Fiscal Year 2020-21 Adopted Budget for the Veteran Affairs Commission allocation for the Veterans Mini-Grant Program, for the provision of grants to local veteran service offices or non-profit veteran service organizations to support their missions;
- 2) Approve and authorize the Purchasing Agent to sign Funding Agreement 5181 with El Dorado Community Foundation for the Veterans Mini-Grant Program, in the amount of \$24,735, to distribute funds as recommended by the Veteran Affairs Commission; and
- 3) Authorize the Health and Human Services Agency Director, or designee, to execute further documents relating to the Funding Agreement, including amendments that do not increase the maximum dollar amount or term of the agreement, and contingent upon approval by County Counsel and Risk Management.

**FUNDING:** 100% Transient Occupancy Tax / General Fund.

**DISCUSSION / BACKGROUND:**

Current Action Fiscal Year (FY) 2020-21

The Fiscal Year 2020-21 Adopted Budget for TOT funds allocated to the Veterans Affairs Commission is \$131,419. At this time, the Veterans Affairs Commission has identified \$23,557 of their allocation to be used for the Mini-Grant program administered by El Dorado Community Foundation. The remaining balance will be considered by the Veterans Affairs Commission at their next Board meeting.

The Veterans Affairs Commission recommendation for the use of a portion of the FY 2020-21 Adopted Budget for TOT funds were put to vote on July 9, 2020 (minutes approved August 13, 2020) supporting the Veterans Mini-Grant Program that will be administered by the El Dorado Community Foundation. As the fiscal administrator of the Mini-Grant program, El Dorado Community Foundation will collect a management fee of \$1,177.85, or 5% of \$23,557.

The remaining balance of FY 2020-21 Adopted Budget for TOT fund allocation to the Veterans Affairs Commission is under review, and upon the Commission's approval of further allocations in meeting minutes, HHSA will return to the Board requesting approval of the minutes, and any sub-award contracts identified in those minutes.

If these funds are not expended in the fiscal year, the funds will roll over to the next fiscal year(s) until they are expended.

Historical Information:

On March 19, 2013, (13-0280) the Board of Supervisors approved a recommendation to establish an annual allocation beginning with the Fiscal Year (FY) 2013-14 budget in an amount equal to five

percent (5%) of the Transient Occupancy Tax (TOT) Revenue collected pursuant to County Ordinance Code Section 3.28.030, for the purpose of funding projects, programs, and services that directly benefit the support and recognition of Veterans in the County of El Dorado.

Legistar #13-0280, versions 1 through 7, includes the historical submission of the Veterans Commission recommendations to use TOT funding beginning August 27, 2013, for FY 2013-14. Thereafter, the Board approved the Veterans Commission recommendation for utilization of funding for fiscal year (FY) 2014-15 on January 27, 2015; FY 2015-16 on February 23, 2016; FY 2016-17 on March 21, 2017; FY17-18 on December 13, 2018, and FY 18-19 on June 25, 2019.

Prior to July 1, 2018, Veteran Affairs (VA) was administratively supported by the Chief Administrative Office, and funds were distributed according to the Veteran Affairs Commission Plan directly from the General Fund. Effective July 1, 2018, VA transitioned to the Health and Human Services Agency (HHSA) and Veteran Affairs Commission allocations are included in the HHSA Department Adopted Budget, in the VA Special Revenue Fund.

The Veterans Affairs Commission voted on December 12, 2019 (minutes approved January 09, 2020) to allocate the FY 2019-20 TOT funds, based on FY 2018-19 actuals, in the amount of \$265,739; \$116,000 to support various Veteran support organizations and their missions, \$130,739 to support the Veterans Mini-Grant Program through administration by the El Dorado Community Foundation, and \$19,000 toward an Extra-Help Intern position (Legistar 20-0121).

**ALTERNATIVES:**

Should the Board decline to approve and authorize this recommendation, HHSA would be unable to implement the Veteran Affairs Commission Plan as listed in the attachments to this item.

**PRIOR BOARD ACTION:**

- 1) #13-0280, versions 1 through 7;
- 2) 14-1016; 07/17/14, CAO- Amend. I to Agreement with El Dorado Community Foundation for distribution of TOT funds in support of Veterans Services;
- 3) 18-1341; 09/25/18, HHSA Funding #3330 El Dorado Community Foundation - VA Mini-Grants;
- 4) 20-0121; 02/25/20, HHSA-Veterans Affairs FY 2019-20 TOT Allocation

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

N/A

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

There is no Net County Cost associated with this Agenda item. Funding was approved by the Board of Supervisors in the Final Adopted Budget and transferred to the Veteran Affairs Commission Special Revenue Fund residing in HHSA. Sufficient appropriations are included in the FY 2020-21 Adopted Budget.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Obtain signature of Purchasing Agent on two (2) original Funding Agreements #5181.

2) Return one (1) fully executed Agreement to the HHS Contract Unit at 3057 Briw Road.

**STRATEGIC PLAN COMPONENT:**

County Strategic Plan: Good Governance

**CONTACT**

Don Semon, Director, Health and Human Services Agency