

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 18, 2022

Original Fiscal Note ☒

Substitute Fiscal Note ☐

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to retroactively amend a 2022 professional services contract by \$3,500, from \$74,500 to \$78,000, to coordinate Evidence-Based Prevention Programs (EBPP) for older adults

FISCAL EFFECT:

- | | |
|---|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input checked="" type="checkbox"/> Absorbed within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$3,500	\$0
	Revenue	\$3,500	\$0
	Net Cost	\$0	\$0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

- A. Report from the Director, Department of Health and Human Services, requesting to retroactively amend a professional service agreement with Jennifer Lefebber to coordinate and facilitate evidence-based prevention programs, serving seniors 60 and older from January 1, 2022 through December 31, 2022. In-person program services resumed in 2021 subsequent to being halted in 2020 due to COVID 19 pandemic concerns. Program reporting for completion of evidence-based prevention workshops through November 2021 included 96 participants and 14 workshops that consisted of 7 in-person, 5 virtual and 2 mailed tool-kits. The scope of the contract increases the goal for 2022 to enroll 750 participants and train 37 new instructors for evidence-based classes. Evidence-based prevention services have demonstrated positive results for older adults, keeping them active, healthy and able to live independently in communities.
- B. A \$3,500 increase to the existing 2022 contract will result in an amended contract amount of \$78,000.
- C. This amendment has no tax levy impact. The 2022 amended budget increase is offset with 2022 Adopted Older Americans Act Title III-D Prevention Health grant funds of \$84,529.
- D. No assumptions have been made.

Department/Prepared By: Mary Proctor Brown, Budget Manager, Aging & Disabilities Services

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

Authorized Signature Shakita LaGrant-McClain

Did DAS-Fiscal Staff Review? ☐ Yes ☒ No

Did CBDP Review?² ☐ Yes ☐ No ☒ Not Required