

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: May 18, 2022

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to amend 2022 non-professional service contracts with caterers supporting the Senior Dining Program and minority-owned restaurants preparing meals for the Dine-Out Program by increasing the funding available by \$293,000, from \$2,992,000, for a total of \$3,285,000

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	\$293,000	\$0
	Revenue	\$293,000	\$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. This report from the Director, Department of Health and Human Services, requests authorization to amend 2022 non-professional service contracts with caterers to increase meal reimbursement rates with current catering providers and restaurants. The rate increases will help sustain these providers so that they can continue to offer wholesome and nutritionally sound meals to adults ages 60 and older, keeping them safe, healthy and able to continue to live independently in the community. These rate increases will help defray and offset the growing financial burden of providing these services during times of increased costs being driven primarily by local and global economic factors and the impact of continuing to provide services in a COVID environment.
- B. The 2022 catering and food budget for this initiative reflects a total expenditure increase of \$293,000, from \$2,992,000 to \$3,285,000. This increase is supported by an Older Americans Act ARPA grant award which was approved by the Milwaukee County Board of Supervisors in February 2022 under File 22-144. The resolution authorized DHHS to contract with the State of Wisconsin and to accept \$2,051,430 in Older Americans Act funds as provided through the federal American Rescue Plan Act. The award also requires a 10 percent match which reflects a total commitment of \$300,513.
- C. DHHS is requesting funding from the unallocated contingency account to support the \$300,513 total match which includes \$32,556 needed as match for the amendment to these catering contracts.
- D. A request to transfer funds from the unallocated contingency account is pending before the County Board under File No. 22-681 in the June cycle. Therefore, the necessary funding to execute the amendment to these catering contracts is contingent upon County Board approval of File No. 22-681.

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.

Department/Prepared By: Department of Health and Human Services Fiscal Administration

Mary Proctor Brown, Budget Manager (Aging)

Authorized Signature Shakita LaGrant-McClain

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required