RESOLUTION 2016-075           PASSED: JUNE 27, 2016

AUTHORIZING THE MAYOR OF THE CITY OF DEKALB, ILLINOIS TO SIGN A HUMAN SERVICES AGREEMENT WITH ELDER CARE SERVICES IN THE AMOUNT OF $7,000 FOR HUMAN SERVICES FUNDING BEGINNING JULY 1, 2016 THROUGH DECEMBER 31, 2016.

WHEREAS, the City Council has reviewed and approved the Fiscal Year 2016-5 budget, including provisions for certain human services agencies’ request for funding; and

WHEREAS, agreements between the City of DeKalb and various agencies have been prepared as approved providing for the issuance of funds from the General Fund of the City; now

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of DeKalb, Illinois, as follows:

Section 1. That the Mayor of the City of DeKalb, Illinois, is authorized and directed to sign an agreement with Elder Care Services for funding in the amount of $7,000, a copy of which is attached hereto and made a part thereof as Exhibit “A”.

Section 2. That the City Clerk of the City of DeKalb, Illinois is authorized and directed to attest the Mayor’s signature.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, at a Regular meeting thereof held on the 27th day of June, 2016, and approved by me as Mayor on the same day. Passed by a roll call vote of 8-0. Aye: Jacobson, Finucane, Marquardt, Snow, Noreiko, Baker, Faivre, Rey.

ATTEST:

JENNIFER JEEP JOHNSON, City Clerk

JOHN A. REY, Mayor
HUMAN SERVICES AGREEMENT
ELDER CARE SERVICES

This agreement made this 1st day of July, 2016, between the City of DeKalb, a municipal corporation of the State of Illinois, hereinafter referred to as the “City” and Elder Care Services, hereinafter referred to as “Grantee,” WITNESSETH:

WHEREAS, the City desires that Grantee provide certain services to the citizens of DeKalb and Grantee has the capacity to provide such services; and,

WHEREAS, the Grantee acknowledges that it is the City’s intention to purchase said services for the citizens of the City of DeKalb under the following guidelines:

1. First priority shall be given to those services which will help meet basic emergency needs such as food, clothing and shelter. Second priority shall be given to those services which are preventative in nature and promote the highest degree of self-support, self-care and self-help. Third priority shall be given to those services which seek to enhance the quality of life of persons whose basic needs are already met. Priority shall also be given to services which primarily benefit low and moderate income residents. The services provided by the Grantee are consistent with these guidelines as explained on the attached Exhibit A, Question No. 5.

2. Services shall address specific documented needs. The services provided by the Grantee address the specific, documented needs as explained on the attached Exhibit A, Question No. 6.

3. Services shall also receive financial support from other community sources. Grantee has attached hereto a copy of its budget for the period that this Agreement covers as Exhibit B, which budget establishes that the Grantee receives at least _____% of its funding from third party sources. A copy of Grantee’s audit or year end financial statement from the most recent complete year of operations is attached hereto as Exhibit C.

4. City funds are used only to support those services directly benefiting DeKalb residents. The City will not subsidize the cost of services to non-residents. Grantee has certified compliance with this requirement by signing the attached Exhibit A.

5. Administrative costs for these services are to be kept to a minimum. Grantee has identified the allocation between administrative costs and program costs as explained on the attached Exhibit A, Question No. 7.

6. These services must be coordinated with other agencies when feasible. Grantee has outlined how services are coordinated with other agencies as explained on the attached Exhibit A, Question No. 8.
7. The City will not fund, but may augment, services which are the responsibility of another public agency or funding source. Grantee has identified any areas where the City’s funds are being utilized to augment third party responsibilities as explained on the attached Exhibit A, Question No.9.

8. City funds are to be used primarily to match or leverage other private or public funds. Grantee has explained how matching or leveraged funds are being sought or obtained as explained on the attached Exhibit A, Question No. 10.

9. The City’s intent is to contract for specific services and monitor their effectiveness. Grantee has: a) identified the metrics by which its performance is to be evaluated on an annual basis; b) identified those third parties that provide any review or evaluation of Grantee’s efforts; and, c) explained its clearly defined performance evaluation process, as explained on the attached Exhibit A, Question No. 11.

10. Grantee has clearly identified and delineated where any elected or appointed official of the City or any City employee is involved in its programming or receives any direct or indirect benefit, any compensation or any pecuniary benefit of any form by virtue of Grantee’s program or the City funding provided hereunder, as explained on the attached Exhibit A, Question No. 12.

11. Grantee has outlined the process by which funds are held by Grantee as explained on the attached Exhibit A, Question No. 13, and all such funds are held by the Grantee in a Grantee-specific checking account with the financial institution identified therein (and not in any personal checking account), unless otherwise indicated therein.

WHEREAS, the parties hereto understand and agree that the Grantee is an independent contractor and not an employee of the City; now,

In consideration of the agreements set forth and other good and valuable considerations, the parties agree as follows:

1. Term. The term of this agreement shall be from July 1, 2016 to December 31, 2016. The City or Grantee may terminate this Agreement at any time, upon the provision of thirty (30) days written notice. The City may terminate this agreement at any time based upon the occurrence of a breach of this Agreement, upon the provision of 48 hours written notice.

2. Scope of Service. The Grantee shall provide services in accordance with the service plan provided in the original application, a copy of which is attached hereto as Exhibit A.

3. Hold Harmless. The Grantee hereby agrees to indemnify, defend and hold the City and its officers, employees, contractors and representatives harmless from and
against any and all such costs, expenses, damages, liabilities, losses and claims which may arise out of, or are related to the services provided by the Grantee under this agreement or which relate to this Agreement or the funding provided herein. The Grantee agrees and acknowledges that the City is not in any way responsible for the conduct or provision of Grantee’s programs or services, and is not responsible for the review, supervision or management of Grantee’s personnel, volunteers, participants, programming or services.

4. **Payment.** The City agrees to pay the Grantee the sum of _Seven thousand_ and No/100 Dollars ($7,000.00) for services rendered under this agreement. **Payment will be disbursed in two equal installments, and will be processed upon receipt of the Grantee’s quarterly reports, as required by this funding agreement.** In the event that this Agreement is terminated, no further payments shall be due or payable to Grantee. In the event that the City Council determines that the City’s financial condition does not support making a payment otherwise due under this Agreement, the City may suspend, delay or otherwise cancel payments due hereunder.

5. **Access to Financial Records.** The Grantee agrees to allow the City access to review any and all of Grantee’s financial records as may be determined appropriate to insure the accountability of monies disbursed by the City. The Grantee also agrees to provide the City with a copy of its operating budget and its audit or year-end financial statement for each fiscal year or portion thereof in which the Grantee receives funding under this (or successor) agreements.

6. **Performance Reporting.** The Grantee agrees to send the City a report following every three months of services identifying the number of City of DeKalb citizens that have been provided services under the terms of this Agreement. The Grantee further agrees to send the City a copy of all documentation required to demonstrate its performance or which is identified as a performance-evaluation tool in Exhibit A, Question 11. The Grantee further agrees that it shall provide a verbal report to the City at a regularly scheduled meeting of the City Council at least once annually, and on additional dates as may be requested by the City from time to time.

Quarterly reports shall be provided to the City on or before the 10th day of the following months:

1st Quarter – October
2nd Quarter – January

7. **Compliance with Laws.** The Grantee expressly covenants and agrees that it shall comply with all applicable laws, including those laws applicable to the use of public funding to the extent that such laws are applicable to programs funded in whole or in part by the City of DeKalb. The Grantee expressly covenants that it shall not discriminate against any person or organization on the basis of any legally recognized protected classification, including but not limited to race, gender, religion, ethnic or cultural background, sexual preference, or other legally
recognized, protected classification, in the provision of its services or use of funding provided hereunder.

8. **Use of Funds.** The Grantee shall only utilize funds made available under this agreement for the provision of services consistent with this agreement, and shall not use such funding for any other purpose, nor for the construction of any real property or improvement to real property, nor for any purpose which constitutes "Public Works" for purposes of the Illinois Prevailing Wage Act.

9. **Grantee’s Organization.** Grantee is organized in the format as described in Exhibit A. For the term of this Agreement, Grantee shall take such actions as shall be required to maintain that form of organization. Grantee shall provide the City with notice of the meetings of its governing board or board of directors, and the City shall have the opportunity to attend such meetings as an ex officio member of such governing board; the City shall also have the right to review the minutes of all such meetings.

10. **Grantee-Specific Obligations.** Grantee shall comply with the listing of Grantee-Specific Obligations attached hereto as Exhibit D.

11. **Certification:** Grantee hereby certifies that it shall comply with the contents of this Agreement and the terms of its Application, and certifies that the contents of this Agreement and the Application are true, accurate and correct. The recitals to this Agreement are expressly incorporated herein by reference.

IN WITNESS WHEREOF, the Grantee has caused this agreement to be signed, sealed and attested to by its Chairman of the Board of Directors and Executive Director, on the 1st day of January, 2016, and said City has caused the same to be signed, sealed and attested to by its Mayor and City Clerk as of the date first mentioned in this Agreement.

**ELDER CARE SERVICES**

Board Chairman

Executive Director

**CITY OF DEKALB, ILLINOIS**

John A. Rey, Mayor

Jennifer Jeep Johnson, City Clerk
Exhibit A: Funding Application
April 27, 2016

Joanne Rouse, Community Services Assistant
200 S. Fourth Street
DeKalb, IL 60115

RE: FY 2017 Human Services Funding Application (6 month funding)

Dear Ms. Rouse,

Please find enclosed our application for funding through the City of DeKalb’s Human Services funding. With the City of DeKalb support, we are grateful and honored to have been able to assist so many of the older adults in our community.

In this past year, we have continued our long tradition of providing seniors and their caregivers the education, support, resources and hands-on involvement necessary to insure they remain independent and safe in their own homes for as long as possible.

Over the past year, the demand for our services continued to grow as these services have become essential to the well-being of the older adults we serve in the community. Elder Care Services continues to work hard to keep up with the demand for assistance. Over the past year, ECS continued to see an influx of younger seniors with complex needs and concerns. Our intakes on self-neglect cases for seniors have risen and we are additionally receiving reports of self-neglect of persons under 60 with disabilities. ECS takes on these cases as we feel it is our responsibility to the community to link vulnerable seniors and persons with disabilities to supportive services. ECS continued to serve senior abuse reports along with persons with disabilities with annual intakes maintaining at close to 170. ECS continues to partner with Kish Health System, now Northwestern Health Care and has continues to develop The Choice’s Transitions Program, a program that focuses on preventing readmissions to the hospital and nursing home and bridging seniors back into the community setting safely. This program has dramatically increased ECS’s caseloads yet has provided solutions to seniors who at times are not qualified for skilled nursing care within Medicare guidelines. Our collaboration, communication and support between ECS and Kish Health System are improving the lives of many seniors while creating a substantial savings to the state and federal government.
Throughout the never ending program changes and process of assisting seniors in our community, we strive to be prudent in our endeavor to be as conservative as possible with our funding while continuing to provide our clients with the same exceptional service.

Over this past year, ECS has continued to be conservative with revenue especially with the state budget crisis still at an impasse. ECS is committed to serving our clients, our community through this crisis. Human Service funds are vital to our continuing to provide supportive care services that prevent premature institutionalization of seniors in DeKalb County. Our Adult Protective Service Investigations, Care Coordination Services and Information and Assistance Programs are primarily supported through the Illinois Department on Aging funds and in light of the state budget crisis, funds from grants like this have helped ECS to continue to function. In FY 2015, The City of DeKalb Human Services funding provided 1.67% of the funds necessary to provide elder abuse, neglect and exploitation investigations, care coordination and I & A services. We are requesting $7,000 for the first 6 months of the fiscal year to ensure that we may continue this program at the same level with the same efficiencies.

Again, on behalf of the Elder Care Services Board of Directors, our staff and myself, thank you again for the opportunity to collaborate with you for DeKalb Seniors. We are most appreciative of your kind consideration of our proposal request. Should you have any questions, please feel free to contact me at 815-758-6550. We look forward to continuing our partnership next year.

Sincerely,

Tara Russo
Executive Director
FY 2017 HUMAN SERVICES FUNDING APPLICATION
Six Months Funding 7/1/16 to 12/31/16

APPLICATION MUST BE RECEIVED NO LATER THAN APRIL 29TH.
INCOMPLETE APPLICATIONS AND/OR LATE SUBMISSIONS WILL NOT BE CONSIDERED.

Agency Name: Elder Care Services of DeKalb County

Mailing Address: 1701 East Lincoln Highway, DeKalb, IL 60115

Agency Director: Tara Russo

Contact Person: Tara Russo

Telephone No.: 815-758-6550 Email Address: trusso@ecsdekalb.org

Name of Person Responsible for Completing Quarterly Report: Tara Russo

Telephone No.: 815-758-6550 Email Address: trusso@ecsdekalb.org

Program Description: Elder Care Services provides information & assistance, case management assessment and services, and Adult protective Services investigation and support programs. These programs and services provide the framework that allows seniors and persons with disabilities in the DeKalb community to remain safely in their own homes while preventing premature institutionalization and substantially reducing public costs.

Six Month Program Budget: $476,755

Amount of Funding Requested: $7,000

% of Six Month Program Budget: 1.47%

Total Number of Estimated Program Participants: 2000

Total Number of Estimated DeKalb Residents to be served: 700

% of Six Month Budget: 35%
The following documents must accompany the application:

1. A current listing of the agency's Board of Directors and terms.
2. The current annual operating budget for the agency.
3. Any descriptive materials of the agency that would help augment the application.
4. Documentation of the agency's 501(c)(3) status.

The City of DeKalb retains the right to request any and all additional information from the agency it may determine necessary in making funding decisions. This may include, but not limited to, agency audits, articles of incorporation, or any other information deemed appropriate.

The undersigned hereby certifies the information contained in this application is true and accurate to the best of their knowledge and belief.

Name of Authorized Signer: Tara Russo

Title: Executive Director

Signature: [Signature]

Date: 4/27/16

Please submit application in one of the following methods:

- via regular mail postmarked no later than April 29, 2016 to:
  
  City of DeKalb  
  Attention: Joanne Rouse  
  200 S. Fourth Street  
  DeKalb, Illinois 60115

- via facsimile dated no later than April 29, 2016 to: (815) 748-2091, Attention: Joanne Rouse

- via email dated no later than April 29, 2016 to: joanne.rouse@cityofdekalb.com

OFFICE USE ONLY:

Date Application Received: 4-27-16

[ ] Approved – Annual Amount Awarded $___________ / $___________ per quarter
Denied
Elder Care Services of DeKalb County
Board of Directors
April, 2016

Marilyn Knetsch, President
416 Driftwood Drive
DeKalb, IL 60115
(C) 815-751-0438
(H) 815-787-3959
driftwood416@comcast.net

Richard Dowen, Vice President
600 Fox Hollow Road
DeKalb, IL 60115
(H) 815-758-1278
ddowen@niu.edu

Mary Allen
Castle Bank
121 W. Lincoln Hwy
DeKalb, IL 60115
(W) 815-754-8016
(C) 815-761-2830
mallen@castlebank.com

Joe Gastiger, Treasurer
150 W Locust St
DeKalb, IL 60115
(C) 815-970-3485
(H) 815-756-6178
JoeGastiger@gmail.com

Tom Sullivan
481 Turnbury Court E
DeKalb, IL 60115
(W) 815-754-7708
(H) 815-758-6390
tsullivan@nabatco.com

Marshall Hayes
Kishwaukee College Foundation
21193 Malta Road
Malta, IL 60150-9699
(W) 815-825-2086, ext. 4670
(C) 815-762-3495
marshall.hayes@kishwaueecollege.edu

Ann Carlson
Sycamore PD
535 DeKalb Avenue
Sycamore, IL 60178
(W) 815-895-3435
(C) 815-739-1023
acarlson@sycamorepd.com

Dawn M. Weekly
11 E. Center St.
Sandwich, IL 60548
(W) 815-570-2334
dawn@legacylawil.com

Christy Haug
613 Independence Ave.
Sycamore, IL 60178
(H) 815-899-9317
(C) 630-768-9316
Chaug2@hotmail.com
Agency Description

Elder Care Services assists frail, vulnerable and primarily low-income seniors and persons with disabilities to remain independent and at home, safely and with dignity. Specific program offerings include:

Program Descriptions:
Care Coordination Program:
Elder Care Services is designated and contracted by the Illinois Department on Aging as the Community Care Coordination Program provider for DeKalb County seniors (60 years of age and older). Care Coordinators are trained and certified by Illinois Department on Aging. This purpose of this program is to assist older adults to remain independent and safe in their own homes as long as possible. Care Coordination services originate in one of three settings- depending on the older adults’ current living situation. Each service name and setting is described below:

<table>
<thead>
<tr>
<th>Name</th>
<th>Living Arrangement</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Community Care Coordination</td>
<td>own homes</td>
</tr>
<tr>
<td>(2) Choices for Care/Transitions Nursing home pre-screening</td>
<td>short-term hospitalization/ rehab facilities/ Long-term care facilities</td>
</tr>
</tbody>
</table>

In each living arrangement all care coordination services consist of the following activities:

a. Comprehensive assessment (screening) - to determine cognitive, functional, behavioral health, financial, and other needs that may cause barriers to living independently.
b. Plan of Care - to determine available community services that will mitigate the identified barriers.
c. IDOA eligibility determination- only low income seniors are eligible for IDOA’s Community Care Program. For those that do not qualify for CCP, case management services are available and an on-going Care Coordinator is assigned to address identified needs and provide needed resources.
d. CCP Provider Selection- senior’s select from an IDOA certified list of community service providers. The Care Coordinator schedules service provision and authorizes IDOA payment to the provider. For case management, ECS assists the client screen and hire an appropriate and affordable caregiver.
e. Ongoing Care Coordination- monthly and “as needed” supportive monitoring
f. Annual Re-assessment and updated plan of care
g. “Change of need” Re-assessment and updated plan of care as required.

Adult Protective Services (Abuse, Neglect and Financial Exploitation):
Elder Care Services is designated as the only local protective service system for older adults and persons with disabilities, age 18-59. We provide a vital service in identifying
and preventing the abuse, neglect and financial exploitation of vulnerable adults in our community. Abuse Investigators/case coordinators are IDOA trained and certified. Abuse, Neglect and Financial Exploitation services include:
   a. Twenty-four hour hot-line with standardized report screening
   b. Investigation of all reports with/or without substantiation
   c. Case work and advocacy for substantiated victims to mitigate the effects of the abuse
   d. Monthly Follow-up and monitoring (up to 12 months) to ensure low risk and the client remains safely in their home.
   e. Early Intervention Funds- temporary financial assistance to assist in alleviating effects of abusive situation.
   f. Provide Vulnerable Adult (Self-Neglect) services for those that are at risk and do not have a known alleged abuser, but are more of a harm to themselves.

Money Management Program:
Elder Care Services is designated as the sole provider of an AARP/Illinois Department on Aging collaborative program designed to assist individuals 60 years of age and older with money management issues as well as persons with disabilities age 18-59 that are involved in the Adult Protective Services program. The need and authorization for money management service is determined through the care coordination assessment or Adult Protective Service investigation process. The Money Management Coordinator is Illinois Department on Aging certified as Care Coordinator and a Certified Professional Accountant. Money management services include:
   a. The Care Coordinator trains and provides oversight to 16 community volunteers selected to assist seniors with financial issues.
   b. Seniors are ‘oversight’ assisted with budgeting, banking, advocacy with creditors, completing financial forms, and monitoring or acting as Representative payees

Information and Assistance Program:
Elder Care Services is contracted by Northwestern Area Agency on Aging to provide Information and Assistance for seniors, caregivers and professionals in DeKalb County. Information related to senior living is collected and available for review. Information concerning financial assistance, assistive technology, housing, energy assistance, pharmaceutical assistance and other relevant topics are available. The I&R Specialist is certified through the Alliance of Information and Referral Systems (AIRS) and the Senior Health Insurance Program (SHIP). ECS is also a local SHIP site.
I&A services include:
   a. Collection and organization of public and private benefit brochures and applications for seniors and their caregivers.
   c. Provides guidance and assistance in identifying and applying for benefit programs at the federal, state, and local levels that a person, 60 years or older with low or very low
income, may be eligible (i.e. Medicare Part D, Illinois Circuit Breaker, and housing options, Medicare, Medicaid and Veteran's Association).

d. Assists with preparation of government benefit applications.
e. Assists with linkage to other senior service providers with follow-up monitoring
Elder Care Services of DeKalb County: Additional Descriptive Materials

Elder Care Services (ECS) provides elder abuse, neglect and exploitation investigation and care coordination services to DeKalb County seniors (60 years of age and over). The protective and case management services we provide allow older adults to remain independent and safe in their own homes, thereby preventing premature and costly nursing home placements. ECS is the only agency contracted and certified by the Illinois Department on Aging to provide these services to DeKalb County senior residents.

Elder abuse has many consequences, physical, emotional and financial in nature. Elder Care Services is designated as the only local protective service system for older adults. We provide a vital service in identifying and preventing the abuse, neglect and financial exploitation of vulnerable seniors in our community. Our services include a 24 hour hot-line, standardized report screening, investigation with/without substantiation, casework to mitigate the effects of the abuse, and follow-up services to ensure the senior can remain safely in their home. Our program is designed to build upon and collaborate with other county legal, medical, and social service professionals ensuring the needs of seniors are understood and resources are maximized. The ECS protective service system not only improves the well-being of the affected senior but it also reduces medical and financial burdens for the tax payer.

Community-based care coordination services are designed to prevent institutional placement of low-income, frail and/or vulnerable seniors (60 years and older) in DeKalb County. Care Coordination services begin with a referral from persons concerned about the well-being of an older adult living in their home. These referrals are generally initiated by the senior, themselves, or a concerned family member, friend, neighbor, clergy, police, fire department or other social/health care providers. Upon receipt, an ECS care coordinator visits the senior in their own home and completes a comprehensive assessment. A standardized IDOA Assessment tool (22 page-tool) is used to provide a framework in gathering data about the person’s capabilities and needs, encompassing: emotional, social, physical, medical and financial dimensions. If the person’s needs meet the IDOA low-income eligibility criteria, a care plan is developed, the senior chooses service providers, and the Care Coordinator schedules the services and authorizes IDOA payment to the provider. The Care Coordinator continues to actively oversee and monitor the care requirements and service delivery, ensuring all the identified needs are met and the senior remains safely in their own homes. Reassessments of the care plan are provided annually or may occur more frequently if the senior’s needs change over time.

Elder Care Services provides an additional form of care coordination service referred to as Choices for Care Screen or previously known as a Nursing Home Pre-screen (NHPS). The pre-screen is required by the federal/state law for all individuals seeking admission to a long-term care facility. IDOA research has demonstrated that many seniors are unaware of community based service options that may allow them to remain independent and safely in their own homes. To accomplish the pre-screen, an ECS Care Coordinator conducts an assessment using a specialized data gathering tool to determine functional capabilities and needs of the applicant. Based on the findings, the person is advised of community based in-home services that are
available to assist with their needs and promote independence. Institutional care is diverted if/when the senior chooses the community based in-home options for supportive care. As with community care coordination described above, the Care Coordinator schedules, authorizes and monitors the needed support services regularly, while also providing annual and “as needed” re-determinations of care assessments. Pre-screens are administered by ECS Care Coordinators on all adults 18+ years of age. However, we are requesting financial assistance to support the administering of pre-screens only on persons 60 years of age and over.

Money Management services, including representative payee, is another form of care coordination provided through Elder Care Services. This service was developed and defined through a collaborative effort between the Illinois Department on Aging, AARP and Elder Care Services. Elder Care Services is designated as the only DeKalb County provider of this service through IDOA. The need for money management service is determined during the course of an elder abuse investigation or through the care coordination assessment. Direct service money management activities are provided by 16 volunteers, while volunteer training and oversight is provided by our Money Management Coordinator. Most of our volunteers have been with our agency for over 10 years. This service has proven crucial in assisting seniors in maintaining financially solvent, avoiding nursing home placement.

Elder abuse, neglect, exploitation and care coordination services provide the single most important link to independence and well-being for older adults in DeKalb County. The contributions of The Senior Tax Levy are essential for Elder Care Services to continue these services at the current levels, without waiting lists.

**Demographics**

In FY 2015, the ECS Elder Abuse and Neglect Program provided 3056 hours of service to 169 unduplicated clients in DeKalb County. The Community Care Coordination and Choices screens logged 8616 hours and served 1838 unduplicated older adults for the first time and another 392 seniors continued with CCP in-home services through re-determination assessments. Thirty-seven percent of all program participants were male, with 62% female. Ninety-two percent were white, 4% black, 2% Hispanic and 2% other. 50% of all seniors served were over 75 years of age, which is down from last year where it was 58%. ECS continues to have a high number of younger seniors with complex issues seeking assistance. This year 56% of these seniors live in the community alone. According to federal median family income guidelines-94% of our seniors were classified with very low income, 5% low income and 1% moderate income levels.

**Organizational Structure and Experience:**

Elder Care Services opened its doors in 1987 as an affiliated program of Family Service Agency. In 1995, ECS sought and obtained incorporation as a separate not-for-profit 501 (c)(3) Organization. Since that time, our compassionate, trained and licensed staff has provided education and coordination of in-home supportive services to DeKalb County older adults. Our goal is to enable seniors to remain independent and safe in their own homes for as long as possible. The programs we provide are defined and supported by the Illinois Department on
Aging, local government, grants and donations. ECS has always been a strong presence within the community and collaborates closely with healthcare, social service, the State's Attorney's office, local police departments and the County Sheriff's office, financial institutions, and other services.

Elder Care Service is governed by a Board of Directors: Marilyn Knetsch, President; Richard Dowen, Vice President; Joe Gastiger, Treasurer; Dawn Weekly; Christy Haug; Ann Carlson; Mary Allen; Tom Sullivan and Marshall Hayes.

Tara Russo, M.S, is the Executive Director, and has over 18 years of experience in Human Service Administration, with specific concentrations related to older adult issues, counseling and administration. Tara began her career in 1995 at Elder Care Services where she developed a strong foundation in Senior Services and a strong passion for advocating and supporting DeKalb County Seniors. She has fine-tuned her skills over the years and has acted in top management roles at larger Case Coordination Units in Du Page County and Cook County. Tara took the opportunity to return to her hometown and an agency that means so much to her. Her goal is to continue to move ECS to the next level and guide her staff to helping more DeKalb County Seniors to remain safe and as independent as possible in their own homes.

In addition to the Executive Director, the agency staff is comprised of 14.0 FTE professional social service staff and 2 PTE administrative support personnel. The professional staff credentials include: 6 MSW’s; 6 BS; 2 AA’s (one is a retired 27 yr. veteran of police department). We are fortunate to have 4 of our professionals with over 15 years each of experience in senior services.

**Coordination and Networking**

Elder Care Services is a member of local provider groups including the 16th Judicial Circuit Court Elder Abuse Committee, the 16th Judicial Circuit Court Elder Fatality Review Team, Community Violence Prevention Task Force, DeKalb County Continuum of Care, DeKalb County Training Consortium, and Senior Service Providers. ECS is also a member of the Illinois Council of Case Coordination Units, our trade association, and the National Council on Aging.

To help ensure our clients are functioning effectively and safely in their homes, ECS collaborates with the following agencies on a regular basis, many of which on a daily or weekly basis:

- Kish Health System/Hospital
- Valley West Hospital
- Kindred Hospital
- DeKalb County Home Care
- Family Service Agency
- Prairie State Legal Services
- Fox Valley Older Adults
- Salvation Army
- Social Security
- Tri-County Elder Abuse Fatality Review
- DeKalb County State’s Attorney’s Office
- DeKalb County Sheriff’s Office
- DeKalb County local police departments
- DeKalb County Community Services
- Voluntary Action Center
- Municipal Governments
- Barb City Manor
- Medicare/Medicaid
- Veteran’s Administration
- NIAAA Advisory Board
Outcome and Output Measures

The outcome of the provision of elder abuse, neglect and exploitation investigations and care coordination services both maintains at-risk senior citizens in their homes and diverts people from institutional settings. In FY15, of all 169 cases of reported elder abuse, 82 were substantiated, with the cases opened for an average of 167 days. 90% of these cases were maintained safely in their own homes and averted institutionalization placement.

In FY 2015, 2230 unduplicated seniors were provided care coordination services. A total of 2174 assessments were completed. Home visits were made for 1317 DeKalb County residents, while 913 seniors were seen in the hospital or at a short-term rehabilitation facility. Of the 913 seniors seen in the hospitals or rehab facilities, 66% (603) were successfully averted from institutionalization back into the community with support, 34% (310) went into a nursing home for short-term rehab or long term care placement.
ELDERLY CARE SERVICES OF DEKALB COUNTY INC
1701 EAST LINCOLN HIGHWAY
DEKALB IL 60115

We have received your recent letter; and based on the information you furnished, we believe

ELDERLY CARE SERVICES OF DEKALB COUNTY INC
of
DEKALB, IL

is organized and operated exclusively for charitable purposes.

Consequently, sales of any kind to this organization are exempt from the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax in Illinois.

We have issued your organization the following tax exemption identification number: E9946-6252-04. To claim the exemption, you must provide this number to your suppliers when purchasing tangible personal property for organizational use. This exemption may not be used by individual members of the organization to make purchases for their individual use.

This exemption will expire on March 1, 2020, unless you apply to the Illinois Department of Revenue for renewal at least three months prior to the expiration date.

Central Registration Division
Illinois Department of Revenue

STS-49 (R-05/14)
IL-492-3456
11-0000032
Exhibit B: Current Year's Budget
<table>
<thead>
<tr>
<th>Government Grant</th>
<th>FY 16 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>4100 -000 NIAAA I&amp;A- Title III-B</td>
<td>46,221</td>
</tr>
<tr>
<td>4101 -000 NIAAA I&amp;A- III-E Caregiver Asst</td>
<td>11,569</td>
</tr>
<tr>
<td>4102 -000 NIAAA - SHAP</td>
<td>7,600</td>
</tr>
<tr>
<td>4103 -000 NIAAA - MIPPA2</td>
<td>1,100</td>
</tr>
<tr>
<td>4250 -000 DeKalb Co Mental Health Board</td>
<td>116,000</td>
</tr>
<tr>
<td>4255 -000 DeKalb Township</td>
<td>2,500</td>
</tr>
<tr>
<td>4260 -000 City of DeKalb-Human Services</td>
<td>14,000</td>
</tr>
<tr>
<td>4265 -000 City of DeKalb- CDBG</td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Total Government Grant</strong></td>
<td><strong>204,990</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Government Fee-for-Service</th>
<th>FY 16 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>4020 -000 IL DOA - Comp. Case Mgmt</td>
<td>378,885</td>
</tr>
<tr>
<td>4020 -260 Initial Determination</td>
<td>7,000</td>
</tr>
<tr>
<td>4020 -262 Redetermination</td>
<td>0</td>
</tr>
<tr>
<td>4020 -360 Initial Determination w/Intensive</td>
<td>40,000</td>
</tr>
<tr>
<td>4020 -362 Redetermination w/Intensive</td>
<td>38,000</td>
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<tr>
<td>4020 -366 Intensive CW</td>
<td>140,000</td>
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<tr>
<td>4020 -369 Intensive Monitoring</td>
<td>2,000</td>
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<tr>
<td>4020 -253 Non-CCP Monitoring</td>
<td>2,000</td>
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<tr>
<td>4020 -062 CCP Redetermination at NHPS</td>
<td>17,500</td>
</tr>
<tr>
<td>4020 -080 Presumptive Eligibility</td>
<td>15,000</td>
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<tr>
<td>4020 -084 Presumptive Eligibility - Spousal</td>
<td>1,000</td>
</tr>
<tr>
<td>4020 -089 Medicaid/App</td>
<td>1,000</td>
</tr>
<tr>
<td>4020 -051 Automatic case management</td>
<td>50,000</td>
</tr>
<tr>
<td>4125 -010 Self-Neglect Capacity Grant</td>
<td>65,385</td>
</tr>
<tr>
<td>4021 -000 IL DOA - NH Pre-Screen</td>
<td>80,000</td>
</tr>
<tr>
<td>4022 -000 IL DHS - ORS Pre-Screen</td>
<td>10,000</td>
</tr>
<tr>
<td>4025 -000 IL DOA - Money Management</td>
<td>31,000</td>
</tr>
<tr>
<td>4025 -082 IDOA MM Initial Assessment or</td>
<td>4,000</td>
</tr>
<tr>
<td>4025 -083 IDOA MM Volunteer Hours</td>
<td>27,000</td>
</tr>
<tr>
<td>4125 -000 NIAAA - Elder Abuse (ANE)</td>
<td>204,434</td>
</tr>
<tr>
<td>4125 -001 ANE Assessment</td>
<td>75,000</td>
</tr>
<tr>
<td>4125 -002 ANE Case Work</td>
<td>35,000</td>
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<tr>
<td>4125 -005 ANE Followup</td>
<td>26,000</td>
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<tr>
<td>4125 -006 ANE MM Assessments</td>
<td>634</td>
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<tr>
<td>4125 -007 ANE MM Volunteer hrs</td>
<td>0</td>
</tr>
<tr>
<td>4125 -008 ANE M-team stipend</td>
<td>2,600</td>
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<tr>
<td>4125 -009 ANE Capacity Grant</td>
<td>0</td>
</tr>
<tr>
<td>4270 -000 DeKalb Co. Senior Tax Levy</td>
<td>62,000</td>
</tr>
<tr>
<td><strong>Total Government Fee-for-Service</strong></td>
<td><strong>704,319</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Government Pass-Thru</th>
<th>FY 16 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>4115 -000 NIAAA - III-B/GRF/E Gap Filling</td>
<td>6,000</td>
</tr>
<tr>
<td>4130 -000 IDOA-MFP</td>
<td>8,000</td>
</tr>
<tr>
<td>4120 -000 NIAAA- Elder Abuse Elf</td>
<td>10,000</td>
</tr>
</tbody>
</table>

Note: FY17 pending rate budget impacts.
## Elder Care Services

**2016 Budget (Fiscal Year Ending 6/30/16)**

**Adult Protective Services & Care Coordination Budget**

<table>
<thead>
<tr>
<th>FY 16 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Government Pass-Thru</td>
</tr>
<tr>
<td>Total Government Revenue</td>
</tr>
</tbody>
</table>

### Contributions

- 4005 -000 Contributions | 4,500 |
- 4010 -000 Contributions - City of DeKalb Ret. | 0 |
- 4275 -000 Kishwaukee United Way | 7,000 |
- 4290 0.00 DeKalb Cty Comm Foundations | 3,000 |

**Total Contributions** | 14,500 |

### Other Revenue

- 4041 -000 Other Income: KishHealth funding | 5,000 |
- 4042 -000 Investment Income | 700 |

**Total Other Revenue** | 5,700 |

**Total Support & Revenue** | 953,509 |

### Operating Expenses

#### Salaries and Related Expenses

- 6010 -000 Salaries | 626,854 |
- 6011 -000 On-Call Wages | 2,600 |
- 6020 -000 FICA Tax Expense (7.65%) | 62,697 |
- 6030 -000 State Unemployment Tax | 0 |
- 6165 -000 Health Insurance | 4,000 |
- 6162 -000 Worker's Compensation Ins | 14,000 |
- 6155 -000 Retirement (5%) | 27,000 |
- 6156 -000 Other Employee Benefits | 558 |
- 6280 -000 Travel | 19,000 |

**Total Salaries and Related** | 746,709 |

#### Staff Development

- 6085 -000 Staff Development | 7,000 |

**Total Staff Development** | 7,000 |

#### Support Services

- 6150 -000 Equipment Maintenance | 5,000 |
- 6070 -000 Advertising | 20,000 |
- 6221 -000 Computer Expense | 10,000 |
- 6150 -000 Insurance-Other | 6,000 |
- 6300 -000 Legal and Professional Fees | 19,500 |
- 6220 -000 Office Supplies & Expense | 20,000 |
- 6225 -000 Postage | 6,000 |
- 6226 -000 Printing | 3,000 |
- 6140 -000 Telephone | 18,000 |
<table>
<thead>
<tr>
<th>Program Expenses</th>
<th>FY 16 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>107,600</td>
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<tr>
<td>Total Support Services</td>
<td></td>
</tr>
<tr>
<td>6061 -000 IDOA-MFP</td>
<td>8,000</td>
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<tr>
<td>6062 -000 NIAAA - III-B/GRF/E GAP Filling</td>
<td>6,000</td>
</tr>
<tr>
<td>6063 -000 NIAAA- Elder Abuse EIS</td>
<td>10,000</td>
</tr>
<tr>
<td>6068 -000 Other Non-Reimb Client Exp.</td>
<td>4,300</td>
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<tr>
<td>6066 -000 Supplies - ANE M-Team/SN</td>
<td>2,400</td>
</tr>
<tr>
<td>6067 -000 Supplies - MM Adv. &amp; Volunteer</td>
<td>1,200</td>
</tr>
<tr>
<td>Total Program Expenses</td>
<td>31,900</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Occupancy</td>
<td></td>
</tr>
<tr>
<td>6100 -000 Rent (in-kind)/FY15 Actual Rent</td>
<td>39,000</td>
</tr>
<tr>
<td>6152 -000 Building Repair and Renovation</td>
<td>2,000</td>
</tr>
<tr>
<td>6151 -000 Building Maintenance</td>
<td>1,000</td>
</tr>
<tr>
<td>6151 -000 Electric (Com Ed)</td>
<td>9,000</td>
</tr>
<tr>
<td>6151 -000 Gas (Nicer)</td>
<td>2,300</td>
</tr>
<tr>
<td>6151 -000 Water(City of DeKalb)</td>
<td>500</td>
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<tr>
<td>6151 -000 Waste Management</td>
<td>1,100</td>
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<tr>
<td>6151 -000 Cleaning/maintainence</td>
<td>5,400</td>
</tr>
<tr>
<td>Total Occupancy</td>
<td>60,300</td>
</tr>
</tbody>
</table>

**Total Expenses**: 953,509

**Change in Net Assets**: -
Exhibit C: Most Recent Completed Fiscal Year's Audit or Year-End Financial Statement

To Follow
Exhibit D: Grantee-Specific Obligations

Grantee agrees and acknowledges that it shall comply with the following obligations, which shall be considered to be an integral component of the Agreement:

To be determined.