



**Statement of Purpose**

The Aging and Disability Resource Center's Senior Dining and Home Delivered Meals programs function under the provisions of the Title III-C-1 and C-2 Older Americans Act, as amended. The programs provide low cost nutritious meals meeting one third of the recommended dietary allowance to persons age 60 or older with emphasis placed on outreaching the targeted frail, isolated, homebound and disadvantaged older population.

The Senior Dining and Home Delivered Meals programs provide nutrition services that assist older individuals to live independently, by promoting better health through improved nutrition and reduced isolation through programs coordinated with supportive services. The nutrition programs contribute significantly to helping older people remain healthy, active and independent in their homes and communities.

Note: In the 2011 budget the Nutrition Fund is changed from a special revenue fund to a general fund based on the new Governmental Accounting Standards Board (GASB) Statement No. 54 which significantly changes how governments classify and report fund balances. The new standards makes it clear that special revenue funds are created only to report revenue sources that are all restricted or committed to a specified purpose.

<b>Financial Summary</b>	2009	2010	2010	2011	Change From 2010	
	Actual	Adopted Budget	Estimate	Budget	\$	%
<b>Revenues</b>						
General Government	\$682,259	\$650,381	\$670,848	\$622,993	(\$27,388)	-4.2%
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$0	\$0	\$0	\$0	\$0	N/A
Interdepartmental	\$0	\$0	\$0	\$0	\$0	N/A
Other Revenue	\$408,508	\$476,354	\$458,383	\$430,270	(\$46,084)	-9.7%
Appr. Fund Balance (a)	\$24,800	\$5,290	\$11,540	\$4,544	(\$746)	-14.1%
<b>County Tax Levy</b>	<b>\$247,368</b>	<b>\$204,320</b>	<b>\$204,320</b>	<b>\$269,696</b>	<b>\$65,376</b>	<b>32.0%</b>
<b>Total Revenue Sources</b>	<b>\$1,362,935</b>	<b>\$1,336,345</b>	<b>\$1,345,091</b>	<b>\$1,327,503</b>	<b>(\$8,842)</b>	<b>-0.7%</b>
<b>Expenditures</b>						
Personnel Costs	\$488,269	\$488,446	\$483,781	\$482,136	(\$6,310)	-1.3%
Operating Expenses (a)	\$775,472	\$817,432	\$794,013	\$802,231	(\$15,201)	-1.9%
Interdept. Charges	\$28,397	\$30,467	\$30,669	\$43,136	\$12,669	41.6%
Fixed Assets	\$0	\$0	\$0	\$0	\$0	N/A
<b>Total Expenditures</b>	<b>\$1,292,138</b>	<b>\$1,336,345</b>	<b>\$1,308,463</b>	<b>\$1,327,503</b>	<b>(\$8,842)</b>	<b>-0.7%</b>
Rev. Over (Under) Exp.	\$70,797	-	\$36,628	-	-	N/A
<b>Position Summary (FTE)</b>						
Regular Positions	7.51	7.65	7.65	7.35	(0.30)	
Extra Help	2.70	2.33	2.33	2.33	0.00	
Overtime	0.00	0.00	0.00	0.00	0.00	
<b>Total</b>	<b>10.21</b>	<b>9.98</b>	<b>9.98</b>	<b>9.68</b>	<b>(0.30)</b>	

(a) Includes Nutrition Fund Balance appropriations for one-time expenditure items.

**Major Departmental Strategic Outcomes and Objectives for 2011**

**County-Wide Key Strategic Outcome: A county that assists at-risk citizens**

**Objective 1:** Provide services that improve health and wellness of high risk home delivered meal recipients. (Home Delivered Meals)

**Key Outcome Indicator:** Annual percent reduction in average nutrition risk score. High nutrition risk impacts health and independence. Reduction of 15-20% for high-risk meal recipients shows substantial improvement in health and wellness and is an indication of assisting at-risk citizens.

Performance Measure:	2009 Actual	2010 Target	2010 Estimate	2011 Target
Percent reduction in nutrition risk score of high-risk recipients.	20.3%	15.0%	20.0%	20.0%

**County-Wide Key Strategic Outcome: A county that provides customers with quality programs and services**

**Objective 2:** Provide socialization opportunities to reduce and prevent isolation and improve quality of life. (Senior Dining)

**Key Outcome Indicator:** Percent of positive responses to customer survey. Positive feedback on meeting customer socialization needs is an indication of quality service. Based on program history, a Department standard of 85% positive response is an indicator of success.

Performance Measure:	2009 Actual	2010 Target	2010 Estimate	2011 Target
Positive responses to customer survey regarding socialization needs being met.	99.1%	95.0%	95.0%	95.0%

**Home-Delivered Meals**

**County-Wide Key Strategic Outcome: A county that assists at-risk citizens**

**Program Description**

Provides meals and support to homebound people age 60 or older who have been assessed and meet eligibility requirements. Further assistance is provided to high-risk recipients through nutrition education, nutrition counseling, home visits, and supportive service intervention.

	2009 Actual	2010 Budget	2010 Estimate (a)	2011 Budget	Budget Change
<b>Staffing (FTE)</b>	<b>5.23</b>	<b>5.25</b>	<b>5.25</b>	<b>5.05</b>	<b>(0.20)</b>
General Government	\$324,975	\$297,016	\$305,506	\$268,791	(\$28,225)
Interdepartmental	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$296,961	\$310,613	\$294,427	\$296,431	(\$14,182)
Appr. Fund Balance	\$9,350	\$2,500	\$2,500	\$1,944	(\$556)
<b>County Tax Levy</b>	<b>\$247,368</b>	<b>\$204,320</b>	<b>\$204,320</b>	<b>\$269,696</b>	<b>\$65,376</b>
<b>Total Revenues</b>	<b>\$878,654</b>	<b>\$814,449</b>	<b>\$806,753</b>	<b>\$836,862</b>	<b>\$22,413</b>
Personnel Costs	\$251,179	\$258,731	\$255,969	\$253,289	(\$5,442)
Operating Expenses (a)	\$530,274	\$542,772	\$551,469	\$562,192	\$19,420
Interdept. Charges (a)	\$12,208	\$12,946	\$14,452	\$21,381	\$8,435
Fixed Assets	\$0	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$793,661</b>	<b>\$814,449</b>	<b>\$821,890</b>	<b>\$836,862</b>	<b>\$22,413</b>

Rev. Over (Under) Exp.	\$84,993	-	(\$15,137)	-	-
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(a) 2010 operating expenses are estimated to be over the 2010 Adopted Budget due to the 2010 Estimate includes \$10,635 of Federal American Recovery and Reinvestment Act (ARRA) funding carried over from the 2009 operating budget into the 2010 budget. Also, interdepartmental charges are estimated to be over the 2010 Adopted Budget due to higher unanticipated telephone costs. An intra-departmental funds transfer may be requested if the estimate materializes.



**Program Highlights**

General Government revenues overall are budgeted to decrease \$28,225 primarily due to Federal Older Americans Act Title III-C-1 Congregate funding provided to the Home Delivered Meals program, which is budgeted to decrease \$23,079 from \$48,730 to \$25,651 after reallocating \$11,741 to the Administrative Services Division. The Nutrition Services Incentive Program (NSIP) meal reimbursement is budgeted to decrease \$5,194 from \$51,933 to \$46,739.

Other revenue is budgeted to decrease \$14,182 due primarily to a projected decrease of \$14,227 from \$119,998 to \$105,771 for meals delivered to Managed Care Organization (MCO) clients. Appropriated Nutrition Fund Balance of \$1,944 for one-time purchase of program equipment is reduced by \$556. County Tax Levy in this program increased by \$65,376 mainly the result of budgeted decreases in General Government and Other revenues and increases estimated for the operating expenses and interdepartmental charges.

Net personnel costs decrease \$5,442 mostly due to position reclassifications and unfunding of 0.20 FTE account clerk II in this program of \$11,741, partially offset by costs to continue the remaining 5.05 FTEs allocated to this program.

Operating expenses overall reflect a net increase of \$19,420 primarily due to an anticipated increase in food service costs of \$19,909 from \$468,140 to \$488,049 based on the projected 1.7% increase in the number of meals and a projected 1.9% food vendor price increase. The budget also includes \$67,676 of volunteer mileage reimbursement for meal delivery which is budgeted to slightly decrease by \$1,509.

Interdepartmental charges overall increase of \$8,435 is mostly due to allocated End User Technology computer replacement, maintenance and support charges assigned to the HDM program of \$5,740 based on the full cost of computer ownership recommended by internal audit with tax levy provided to mitigate the cost increase and telephone charges budgeted increase to \$2,950.

Home-Delivered Meals (cont.)



Activity

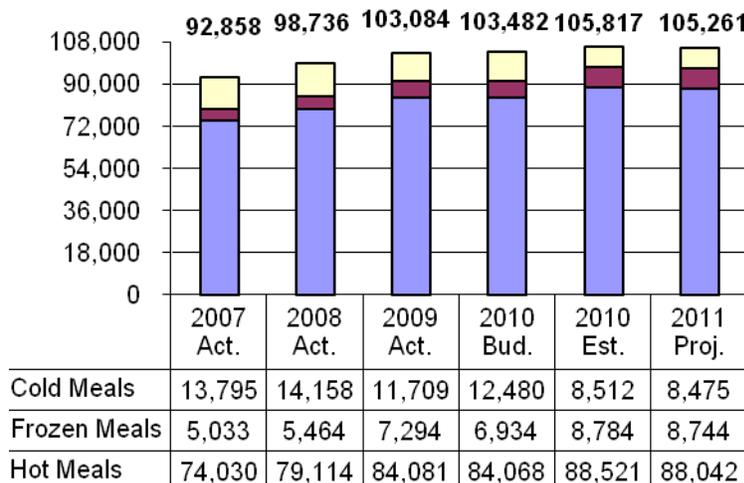
The Nutrition Screen includes Administration on Aging core nutrition risk definitions that identify nutrition problems that could impact future health and independence. A "Very High" risk score indicates a need for focused nutrition intervention. An ADRC strategic objective addresses the need to reduce high and very high risk scores. Risk is assessed annually or more frequently if warranted.

**NUTRITION SCREEN**

<u>Risk</u>	<u>Score</u>
Low	0 – 5
High	6 – 15
Very High	16 or more

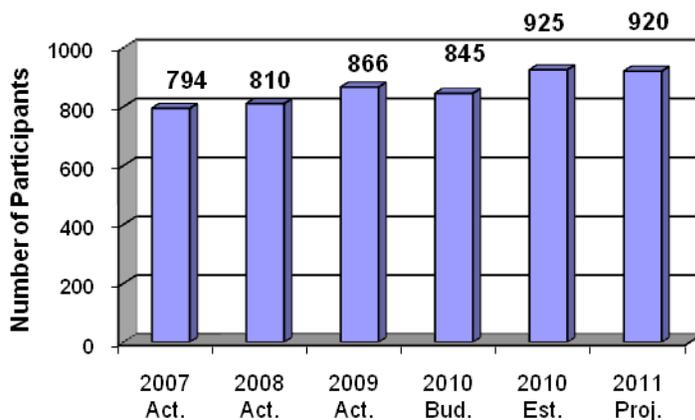
<b>Cost Per Meal Summary</b>					
	<b>2008 Act.</b>	<b>2009 Act.</b>	<b>2010 Bud.</b>	<b>2010 Est.</b>	<b>2011 Proj.</b>
Gross Cost Per Meal	\$7.48	\$7.70	\$7.88	\$7.77	\$7.95
Average Client Donation Per Meal	\$2.04	\$2.11	\$2.17	\$2.07	\$2.07
Net cost Per Meal	\$5.44	\$5.59	\$5.71	\$5.70	\$5.88

**Total Home Delivered Meals Served**



Projected number of home delivered meals for 2011 anticipates an increase of 1,779 meals from the 2010 budgeted number of meals to be served. This increase in number of meals is based on actual experience during 2009 and the first half of 2010.

**Number of Registered Home Delivered Meal Program Participants**



Based on actual experience in 2009 and during the first half of 2010, the number of projected home delivered meal recipients in 2011 is expected to be at 920. This is an increase of 54 recipients from 2009 actuals, and an increase of 75 from 2010 Budgeted level.

**Senior Dining**

**County-Wide Key Strategic Outcome: A county that provides customers with quality programs and services**

**Program Description**

Provides a nutritious meal with socialization, education, and health/wellness programs at community Senior Dining Centers for people age 60 or older who are eligible under the Older Americans Act and Wisconsin Senior Dining.

	2009 Actual	2010 Budget	2010 Estimate	2011 Budget	Budget Change
<b>Staffing (FTE)</b>	<b>4.98</b>	<b>4.73</b>	<b>4.73</b>	<b>4.63</b>	<b>(0.10)</b>
General Government	\$357,284	\$353,365	\$365,342	\$354,202	\$837
Interdepartmental	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$111,547	\$165,741	\$163,956	\$133,839	(\$31,902)
Appr. Fund Balance	\$15,450	\$2,790	\$9,040	\$2,600	(\$190)
<b>County Tax Levy</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Revenues</b>	<b>\$484,281</b>	<b>\$521,896</b>	<b>\$538,338</b>	<b>\$490,641</b>	<b>(\$31,255)</b>
Personnel Costs	\$237,090	\$229,715	\$227,812	\$228,847	(\$868)
Operating Expenses	\$245,198	\$274,660	\$242,544	\$240,039	(\$34,621)
Interdept. Charges	\$16,189	\$17,521	\$16,217	\$21,755	\$4,234
Fixed Assets	\$0	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$498,477</b>	<b>\$521,896</b>	<b>\$486,573</b>	<b>\$490,641</b>	<b>(\$31,255)</b>

Rev. Over (Under) Exp.	(\$14,196)	-	\$51,765	-	-
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**Program Highlights**

General Government revenues budgeted at \$354,202 are budgeted to slightly increase by \$837 mostly due to an estimated increase of \$5,250 in the Federal Older Americans Act Title IIIIC-1 grant allocation to be used in the Senior Dining program from \$308,286 to \$313,537 after reallocating \$5,870 to the Administrative Services Division and allocating a portion of this grant to the Home Delivered Meals program. This revenue increase is partially offset by a budgeted decrease of \$4,080 in the Nutrition Services Incentive Program (NSIP) meal reimbursements from \$40,804 to \$36,724.

Other Revenue is budgeted to decrease about \$31,900 primarily related to lower prior year revenues and a projected decrease of \$1,902 in client donations from \$135,741 to \$133,839. Appropriated Nutrition Fund Balance budgeted to decrease by \$190 from \$2,790 to \$2,600, will be used for one time purchase of program equipment. No county tax levy is allocated to this program area.

Net Personnel Costs decrease \$868 mostly due to position reclassifications and the unfunding of 0.10 FTE account clerk II in this program of \$5,870, mainly offset by increases due to salaries and benefits costs to continue the 4.63 FTEs allocated to this program for 2011.

Operating expenses overall are budgeted to decrease \$34,621 primarily due to a food service cost decrease of \$32,534 from \$251,619 to \$219,085, which results from an 13.8% decrease in the estimated number of meals from the 2010 Budget due to the declining trend of meals served partially offset by an anticipated 1.9% food vendor price increase.

Interdepartmental charges overall increase of \$4,234 is due to an increase of \$4,887 in allocated End User Technology computer replacement, maintenance and support charges based on the full cost of computer ownership as recommended by internal audit.

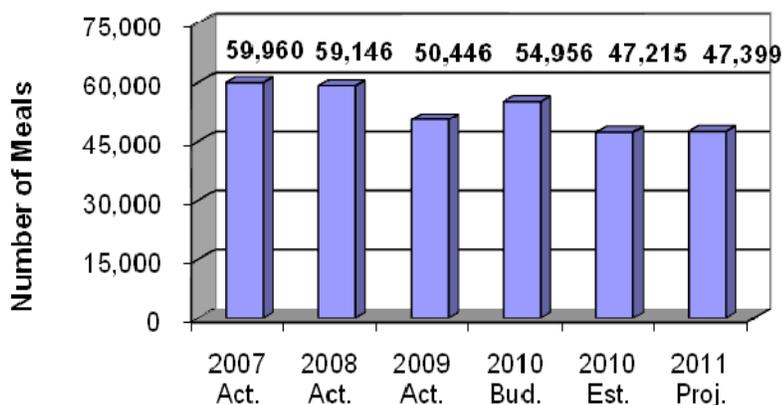
Senior Dining (cont.)



Activity

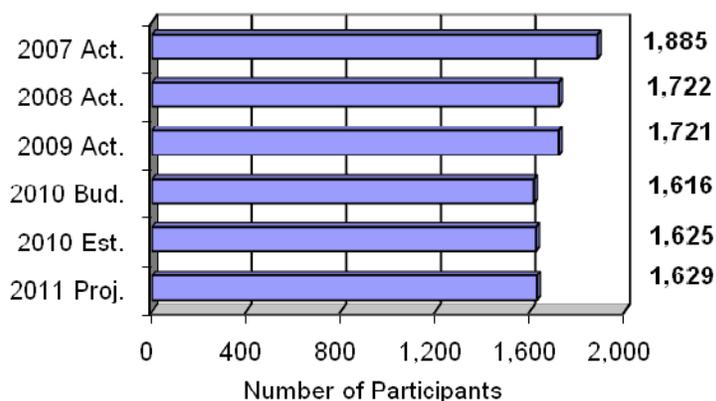
Cost Per Meal Summary					
	2008 Act.	2009 Act.	2010 Bud.	2010 Est.	2011 Proj.
Gross Cost Per Meal	\$8.68	\$9.88	\$9.50	\$10.31	\$10.35
Average Donation Per Meal	\$2.28	\$2.58	\$2.47	\$2.78	\$2.82
Net Cost Per Meal	\$6.40	\$7.30	\$7.03	\$7.53	\$7.53

Number of Senior Dining Meals Served



The 2011 Senior Dining program is expected to decrease by 3,047 meals from the 2009 actual level and decrease by 7,557 meals from the 2010 budget.

Senior Dining Registered Participants



Based on actual experience during 2009 and during the first half of 2010, the number of Senior Dining participants, projected at 1,629 in 2011, is expecting to decrease by 92 from the 2009 actual level. This 2011 projection is a 13 participant increase from the 2010 budgeted number of participants.

Number of Nutrition/Health Educational Sessions at Senior Dining Centers

	2007 Act.	2008 Act.	2009 Act.	2010 Est.	2011 Proj.
ADRC Sessions	460	482	440	450	370
Required	48	48	48	40	40
Difference	412	434	392	410	330

The ADRC schedules at least one nutrition educational session at each senior dining center monthly, more than the state requirement of one session quarterly. A decrease in sessions for 2011 is due to projected availability of fewer volunteer presenters and less time available for senior dining center managers to coordinate the educational sessions due to increased numbers of home delivered meals.