

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2021-22**

Department: **IHSS Public Authority
(77070)**
Function: **Public Assistance**
Activity: **Public Assistance**
Fund: **IHSS Public Authority**

	BOARD APPROVED <u>2020-21</u>	CAO BASELINE <u>2021-22</u>	DEPARTMENT REQUEST <u>2021-22</u>	CAO RECOMMENDED <u>2021-22</u>
<u>ESTIMATED REVENUES:</u>				
INTERGOVERNMENTAL REVENUE				
650809 ST - ADMIN IHSS ADV				
650810 ST - ADMIN SOC SVS	110,073	110,073	203,478	203,478
650910 ST-PUB ASSIST REALIGNMENT	45,002	45,002	0	0
655006 FED - SOC SVC ADMIN	157,247	157,247	203,478	203,478
TOTAL INTERGOVERNMENTAL REVENUE	312,322	312,322	406,956	406,956
<u>TOTAL ESTIMATED REVENUES</u>	<u>312,322</u>	<u>312,322</u>	<u>406,956</u>	<u>406,956</u>
SERVICES & SUPPLIES				
720300 Communications	3,500	3,500	4,227	4,227
720500 Household Expense	2,900	2,900	3,829	3,829
720601 General Insurance	16,850	16,850	16,850	16,850
720800 Maintenance - Equipment	1,900	1,900	3,195	3,195
720900 Maintenance - Structures & Grounds	270	270	4,425	4,425
721300 Office Expense	7,000	7,000	16,901	16,901
721400 Professional & Specialized Services	29,000	29,000	31,950	31,950
721500 Publications & Legal Notices	250	250	288	288
721700 Rents & Leases - Building	35,000	35,000	0	0
721900 Special Departmental Expense	1,500	1,500	1,500	1,500
722000 Transportation & Travel	1,200	1,200	1,750	1,750
722100 Utilities	1,902	1,902	2,187	2,187
TOTAL SERVICES & SUPPLIES	101,272	101,272	87,102	87,102
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	0	35,000	35,000
730700 Judgements & Damages	10,000	10,000	10,000	10,000
731401 INTERFUND EXPEND - COST PLAN	247,725	247,725	274,854	274,854

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	BOARD APPROVED <u>2020-21</u>	CAO BASELINE <u>2021-22</u>	DEPARTMENT REQUEST <u>2021-22</u>	CAO RECOMMENDED <u>2021-22</u>
TOTAL OTHER CHARGES	257,725	257,725	319,854	319,854
<u>TOTAL EXPENDITURES</u>	<u>358,997</u>	<u>358,997</u>	<u>406,956</u>	<u>406,956</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>46,675</u>	<u>46,675</u>	<u>0</u>	<u>0</u>

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

COMMENTS

In 1999, the Governor signed Assembly Bill 1682 (AB 1682) into law. A provision of the bill added Section 12302.25 to the Welfare and Institutions Code which states that each county, on or before January 1, 2003, must act as an employer of record or establish an employer of record for In-Home Supportive Services (IHSS) Program providers for the purpose of collective bargaining. The providers do not become County employees.

Pursuant to AB 1682 requirements, on October 15, 2002, the Madera County Board of Supervisors, by ordinance, created the, "In-Home Supportive Services - Public Authority" as a separate and distinct legal entity. With the Board of Supervisors as the Board of Trustees of the Authority, the role of the Authority, in addition to employer of record for collective bargaining of wages and fringe benefits of the Independent Providers, is to:

- Contract with the Department of Social Services for Public Authority administrative staff, which includes Program Manager, Receptionist and Registry/Training Specialists.
- Provide a centralized Provider Registry to be developed and operated "in-house" by the Public Authority.
- Supply, through the Registry, upon consumer request, a list of providers to IHSS consumers following completion of the consumer intake process.
- Make training services available to all Madera County IHSS consumers and providers.
- Provide, through County Departments, technical and professional assistance to support the initial development and ongoing operations of the Public Authority. Departments include Social Services, County Counsel, Human Resources, Administrative Management, and the Auditor-Controller's Office. Charges for services of the various County Departments will be included in an Interagency agreement between the County and the Public Authority.

This budget includes the funding for the IHSS Public Authority staff support and resources to accomplish the above activities. The proposed 2021-22 budget for the In-Home Supportive Service - Public Authority, which is not part of the General Fund, funds the administrative activities and support costs for the activities of the Authority.

Note: The Federal, State, and County funds that support the IHSS Administrative function are not included in the County's General Fund and are to be accounted for separately. The Federal and State funds will be received into the IHSS Public Authority Budget when claims are submitted and revenues are received for this budget. The County share of funds are included in the Special Payments Budget (02200) and transferred into the IHSS Public Authority as costs are incurred.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

COMMENTS (continued)

The County currently compensates the independent providers with an hourly rate of \$14.50. Effective January 1, 2021 the County is required to compensate providers at \$15.50 per hour.

The In-Home Supportive Services (IHSS) Program was created in 1973, and is funded with Federal, State, and County funds. The program is designed to serve individuals who would not be able to remain safely in their own home without assistance and includes aged, blind, or otherwise disabled SSI/SSP recipients, as well as low-income individuals. The IHSS Program has two (2) main benefits: (1) it allows recipients the comfort of living in their own homes (avoiding institutionalization); and (2) provides services that are much less expensive than out-of-home care. Individuals eligible for the program receive a wide variety of basic services, including domestic assistance, such as housecleaning, meal preparation, laundry, and shopping; personal care, such as feeding and bathing; transportation; protective supervision; and certain paramedical services ordered by a physician. An individual may be eligible for up to 283 hours of service per month based on assessments of their ability to function independently. Eligibility for these services and the specific level of services is determined by the IHSS Social Worker staff funded in the Department of Social Services – Administration Budget (07510).

The State and the County share administrative responsibilities for the IHSS Program. The State's primary functions include overseeing the payroll system for IHSS providers, unemployment insurance and workers' compensation, as well as supplying financial resources for the program. The day-to-day administration of the IHSS program is the responsibility of the County, including a determination of the number of service hours per month for which the recipient qualifies and the types of service each recipient needs. The County has, and will continue to maintain, a list of providers known to provide IHSS services. If a recipient indicates they don't know anyone to provide services, a list of providers in their geographic area is provided. The recipient contacts, interviews, hires, supervises, and fires their care giver. In fact, many IHSS recipients hire family members or friends, who receive pay through the IHSS Program. In Madera County, 70 percent of the individual providers are related to the IHSS recipient. There are about 2,105 recipients in Madera County, and approximately 2,296 individual providers. The State pays the providers directly based on time records submitted to the State by the County IHSS Public Authority overseeing the provider activities, and the County submits the County's share of cost to the State.

Beginning in Fiscal Year 2017-2018, there is a cap on State General Fund participation for PA administration.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

ESTIMATED REVENUES

650000 **Intergovernmental Revenue** (406,956) is the anticipated state and federal revenues for fiscal year 2021-22.

SERVICES AND SUPPLIES

720300 **Communications** (\$4,227) is recommended increased \$727 for cell phones, internet access for case management software for the Registry, connection to State payroll system, and shared costs for phone lines.

720500 **Household Expense** (\$3,829) is recommended increased \$929 for pro-rated costs associated with janitorial and rug services based on co-locating with the Department of Social Services.

720700 **General Insurance** (\$16,850) is recommended unchanged for primary liability coverage for the Authority.

720800 **Maintenance - Equipment** (\$3,195) is recommended increased \$1,295 for repairs associated with the maintenance of office equipment.

720900 **Maintenance - Structures & Grounds** (\$4,425) is recommended increased \$4,155 for the pro-rated costs for building and grounds maintenance.

721300 **Office Expense** (\$16,901) is recommended increased \$9,901 for estimated cost of office supplies, postage, subscriptions, and computer supplies.

721400 **Professional & Specialized Services** (\$31,950) is recommended increased \$2,950 to provide a Consumer & Provider Newsletter, consultants for needs assessments, program evaluation and training (\$1,000), Registry and Database software (\$8,775), and Social Services Professional Services – Salaries and Benefit of Contracted Employees (\$17,000). This account also provides for the estimated costs of professional services which will be purchased by the Authority including:

\$1,150	Auditor - Controller's Office professional services and annual audit
\$1,725	Information Technology professional services and installation of equipment
\$1,150	Human Resources professional services
\$1,150	Administrative Management and Risk Management professional services

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SERVICES AND SUPPLIES (continued)

- 721500** **Publications and Legal Notices** (\$288) is recommended increased \$38 and represents the projected costs for advertising for providers in local newspapers, radio, TV, etc.
- 721700** **Rents & Leases - Building** (\$0) is not recommended. The costs have been relocated to account 730330.
- 721900** **Special Departmental Expense** (\$1,500) is recommended unchanged. This account is used to purchase materials to promote the Registry to providers and consumers.
- 722000** **Transportation & Travel** (\$1,750) is recommended increased \$550 for the projected costs for travel and training, mileage reimbursement for use of private vehicles, and use of Social Services' vehicles.
- 722100** **Utilities** (\$2,187) is recommended increased \$285 for the projected shared costs for the use of utilities in the Social Services facilities.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$35,000) is recommended unchanged for shared costs for use of Social Services' facilities. The decrease is due to staff location adjustments.
- 730700** **Judgements & Damages** (\$10,000) is recommended unchanged to fund the required deductible for the primary liability insurance coverage.
- 731401** **Interfund Expense** (\$274,854) is recommended increased \$27,129 to transfer costs associated with Social Services Department staff performing services on behalf of the Public Authority.