

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2017-18**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2015-16</u>	<u>BOARD APPROVED EXPENDITURES 2016-17</u>	<u>DEPARTMENT REQUEST 2017-18</u>	<u>CAO RECOMMENDED 2017-18</u>
SERVICES & SUPPLIES				
720300 Communications	1,836	1,689	2,051	2,051
720500 Household Expense	508	489	781	781
720601 General Insurance	13,301	16,850	16,850	16,850
720800 Maintenance - Equipment	300	300	300	300
720900 Maintenance - Structures & Grounds	178	136	235	235
721300 Office Expense	10,300	8,050	8,050	8,050
721400 Professional & Specialized Services	11,867	18,500	18,500	18,500
721500 Publications & Legal Notices	0	250	250	250
721700 Rents & Leases - Building	1,998	2,095	3,388	3,388
721900 Special Departmental Expense	1,000	1,000	1,000	1,000
722000 Transportation & Travel	1,000	1,000	1,000	1,000
722100 Utilities	878	804	1,602	1,602
TOTAL SERVICES & SUPPLIES	43,166	51,163	54,007	54,007
OTHER CHARGES				
730700 Judgements & Damages	0	10,000	10,000	10,000
TOTAL OTHER CHARGES	0	10,000	10,000	10,000
INTERFUND TRANSFER				
731401 Interfund Expense	96,654	96,000	148,000	148,000
TOTAL TRANSFERS	96,654	96,000	148,000	148,000
TOTAL - IHSS PUBLIC AUTHORITY	139,820	157,163	212,007	212,007

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 2017-18 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 \$10.50. Effective January 1, 2018 the County is required to compensate providers at \$11.00 per hour. The County is no longer required to contribute \$0.60 cents per hour for the independent providers' health benefit costs.

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 1,600 recipients in Madera County, and approximately 1,500 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.

REVENUE

	Actual <u>2015-16</u>	Estimated <u>2016-17</u>	Projected <u>2017-18</u>
Federal	\$ 35,619	\$ 78,581	\$106,003
State	57,177	55,040	82,462
IHSS Public Authority MOE	<u>23,542</u>	<u>23,542</u>	<u>23,542</u>
Total	\$116,338	\$157,163	\$212,007

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SERVICES AND SUPPLIES

- 720300** **Communications** (\$2,051) is recommended increased \$362 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** (\$781) is recommended increased \$292 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** (\$300) is recommended unchanged for repairs associated with the maintenance of office equipment.
- 720900** **Maintenance - Structures & Grounds** (\$235) is recommended increased \$99 for the pro-rated costs for building and grounds maintenance.
- 721300** **Office Expense** (\$8,050) is recommended unchanged for estimated cost of office supplies, postage, subscriptions, and computer supplies.
- 721400** **Professional & Specialized Services** (\$18,500) is recommended unchanged to provide a Consumer & Provider Newsletter, consultants for needs assessments, program evaluation and training (\$1,000), Registry and Database software (\$7,500), and a Collective Bargaining Consultant and State Mediation Services (\$7,500). This account also provides for the estimated costs of professional services which will be purchased by the Authority (\$2,500), including:
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| \$500 | Auditor - Controller's Office professional services and annual audit |
| 500 | Information Technology professional services and installation of equipment |
| 500 | County Counsel professional services |
| 500 | Human Resources professional services |
| 500 | Administrative Management and Risk Management professional services |
- 721500** **Publications and Legal Notices** (\$250) is recommended unchanged and represents the projected costs for advertising for providers in local newspapers, radio, TV, etc.
- 721700** **Rents & Leases - Building** (\$3,388) is recommended increased \$1,293 for shared costs for use of Social Services' facilities. The increase is due to staff location adjustments.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SERVICES AND SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$1,000) is recommended unchanged. This account is used to purchase materials to promote the Registry to providers and consumers.
- 722000** **Transportation & Travel** (\$1,000) is recommended unchanged for the projected costs for travel and training, mileage reimbursement for use of private vehicles, and use of Social Services' vehicles.
- 722100** **Utilities** (\$1,602) is recommended increased \$798 for the projected shared costs for the use of utilities in the Social Services facilities.

OTHER CHARGES

- 730700** **Judgements & Damages** (\$10,000) is recommended unchanged to fund the required deductible for the primary liability insurance coverage.
- 731401** **Interfund Expense** (\$148,000) is recommended increased \$52,000 to transfer costs associated with Social Services Department staff performing services on behalf of the Public Authority. The increase is due to the need for additional staff time.