

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2018-19**

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

	<u>ACTUAL</u> <u>2016-17</u>	<u>BOARD</u> <u>APPROVED</u> <u>2017-18</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2018-19</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2018-19</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROP				
640101 INTEREST ON CASH	2,091	0	0	0
TOTAL REVENUE FROM USE OF MONEY/PROP	2,091	0	0	0
INTERGOVERNMENTAL REVENUE				
650809 ST - ADMIN IHSS ADV	48,979	0	0	0
650810 ST - ADMIN SOC SVS	38,934	106,004	33,699	33,699
650910 ST-PUB ASSIST REALIGNMENT	0	0	155,889	155,889
655006 FED - SOC SVC ADMIN	78,764	106,003	33,699	33,699
TOTAL INTERGOVERNMENTAL REVENUE	166,677	212,007	223,287	223,287
<u>TOTAL ESTIMATED REVENUES</u>	<u>168,768</u>	<u>212,007</u>	<u>223,287</u>	<u>223,287</u>
SERVICES & SUPPLIES				
720300 Communications	1,689	2,051	2,219	2,219
720500 Household Expense	489	781	1,300	1,300
720601 General Insurance	14,531	16,850	16,850	16,850
720800 Maintenance - Equipment	300	300	500	500
720900 Maintenance - Structures & Grounds	136	235	235	235
721300 Office Expense	9,479	8,050	4,900	4,900
721400 Professional & Specialized Services	14,793	18,500	20,500	20,500
721500 Publications & Legal Notices	250	250	250	250
721700 Rents & Leases - Building	2,095	3,388	7,931	7,931
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	804	1,602	1,602	1,602
TOTAL SERVICES & SUPPLIES	46,566	54,007	58,287	58,287

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	ACTUAL <u>2016-17</u>	BOARD APPROVED <u>2017-18</u>	DEPARTMENT REQUEST <u>2018-19</u>	CAO RECOMMENDED <u>2018-19</u>
OTHER CHARGES				
730700 Judgements & Damages	0	10,000	10,000	10,000
731401 INTERFUND EXPEND - COST PLAN	107,434	148,000	155,000	155,000
TOTAL OTHER CHARGES	107,434	158,000	165,000	165,000
<u>TOTAL EXPENDITURES</u>	<u>154,000</u>	<u>212,007</u>	<u>223,287</u>	<u>223,287</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>-14,768</u>	<u>0</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 2018-19 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 \$11.00. Effective January 1, 2019 the County is required to compensate providers at \$12.00 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 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 FY2017-2018, there is a cap on State General Fund participation for PA administration.

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

ESTIMATED REVENUES

650000 **Intergovernmental Revenue** (\$223,287) is the anticipated state and federal revenues for fiscal year 2018-2019.

SERVICES AND SUPPLIES

720300 **Communications** (\$2,219) is recommended increased \$168 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** (\$1,300) is recommended increased \$519 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** (\$500) is recommended increased \$200 for repairs associated with the maintenance of office equipment.

720900 **Maintenance - Structures & Grounds** (\$235) is recommended unchanged for the pro-rated costs for building and grounds maintenance.

721300 **Office Expense** (\$4,900) is recommended decreased \$3,150 for estimated cost of office supplies, postage, subscriptions, and computer supplies.

721400 **Professional & Specialized Services** (\$20,500) is recommended increased \$2,000 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 (\$8,000), Reception staff shared by public Authority (\$1,500). This account also provides for the estimated costs of professional services which will be purchased by the Authority (\$2,500), including:

\$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

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SERVICES AND SUPPLIES (continued)

- 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** (\$7931) is recommended increased \$4,543 for shared costs for use of Social Services' facilities. The increase is due to staff location adjustments.
- 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 unchanged 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** (\$155,000) is recommended increased \$7,000 to transfer costs associated with Social Services Department staff performing services on behalf of the Public Authority. The decrease is due to the need for less staff time.