

**SUBMITTAL TO THE RIVERSIDE COUNTY  
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM  
7.1  
(ID # 3647)

**MEETING DATE:**  
Tuesday, April 18, 2017

**FROM :** DPSS In-Home Supportive Services:

**SUBJECT:** PUBLIC SOCIAL SERVICES - IN-HOME SUPPORTIVE SERVICES: Approve the  
FY 2017/2018 Budget for the In-Home Supportive Services Public Authority  
[Districts - All]; [\$6,970,061 in FY 17/18]

**RECOMMENDED MOTION:** That the IHSS Public Authority Board of Directors:

1. Approve the FY 2017/2018 requested budget for the Public Authority (Attachment A);  
and
2. Authorize the Director of DPSS to submit the budget/rate package to the state for  
approval.

**ACTION:** Policy

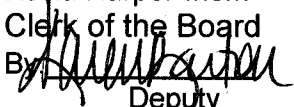
  
Susan Von Zabern, Director of Public Social Services 3/30/2017

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**MINUTES OF THE IN HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY BOARD OF DIRECTORS**

On motion of Director Ashley, seconded by Director Washington and duly carried by  
unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington and Ashley  
Nays: None  
Absent: None  
Date: April 18, 2017  
xc: DPSS/IHSS

Kecia Harper-Ihem  
Clerk of the Board  
By   
Deputy

(Comp. Item 3-17)

**SUBMITTAL TO THE RIVERSIDE COUNTY IN-HOME SUPPORTIVE SERVICES  
PUBLIC AUTHORITY  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	N/A	\$6,970,061	\$6,970,061	N/A
<b>NET COUNTY COST</b>	N/A	\$2,770,235	\$ 2,770,235	N/A
<b>SOURCE OF FUNDS:</b> Federal funding: 56.00% State funding: 10.0%; County funding: 16.0%; Other funding: 18.0%			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	17-18

**C.E.O. RECOMMENDATION:** Approve.

**BACKGROUND:**

**Summary**

The Riverside County In-Home Supportive Services (IHSS) Public Authority (PA) is a state-mandated program resulting from the passage of AB1682. As an enhancement to IHSS direct service delivery, Public Authority responsibilities include: development and maintenance of the IHSS Provider Registry, completion of screening, training and matching of quality providers with IHSS consumers; interpretation of Criminal Offender Record Information from the Department of Justice; and delivery of training and education related to IHSS payments and processes. The PA also provides consumer perspective and policy development through the In-Home Supportive Services Advisory Committee.

In FY 16-17 the PA successfully expanded capacity in staffing, technology and training resources to increase access for IHSS customers across the county. In 2016, the PA was instrumental in implementing the new requirements of the IHSS Fair Labor Standards Act (FLSA) and effectively monitored payment errors and violations related to caregiver overtime and travel. Using more efficient referral processing and tracking methods, the PA was better able to immediately respond to customer requests for in-home caregivers, which has increased steadily (by 54%) since discontinuation of the contract care service mode (Addus, Inc.) in June 2015. Most importantly, although the timesheet and payment hotlines experienced a workload increase of 300 percent (from 20,000 to 80,000 calls per month), the PA continued to maintain an answer and resolution standard of 85 percent.

In FY 17-18, the PA's budget will be impacted by the state's decision to terminate the Coordinated Care Initiative and resume a 35 percent county share of cost for the non-federal portion of the IHSS program. This change will go into effect July 1, 2017, unless there are legislative or budgetary changes implemented by the state modifying existing statutes. Based on preliminary information in the Governor's Proposed Budget, the PA's budget may be reduced by 23 percent from \$9,042,651 to \$6,970,061. The proposed budget adjusts the PA staffing level to 79 full-time employees (FTEs), reduced from 106 FTEs approved in FY 16-17. The PA's budget may require revision based on the final budget adopted by the state. However, the state requires submission of the proposed budget and associated rate package by the end of April. In spite of the possible reductions reflected in the proposed budget, the PA continues to be

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committed to responding to IHSS caseload growth in addition to supporting critical state-mandated initiatives in 2017-18 as outlined below.

- The IHSS Electronic Time Sheet Pilot will begin in Riverside County in May 2017, with an anticipated statewide implementation in late June 2017. The new technology was designed to allow caregivers to electronically manage their IHSS payments on-line. For those who opt to enroll in this self-service method, the goal is to deliver a simple, user-friendly option to submit and review their time sheets and payment statuses from the convenience of their homes.
- The statewide Sick Leave Provider Back-up System is a new safety-net requirement to ensure that IHSS recipients continue to receive much-needed personal care assistance when their regular provider calls in sick and is unavailable to deliver services. Under this new law, the IHSS providers will also be entitled to receive paid sick leave compensation starting on July 1, 2018. In addition to participating in state planning committees, the Public Authority shall continue to increase its provider Registry Recruitment program to ensure that the county has a viable pool of new, eligible caregivers able and ready to respond upon implementation of the sick leave program.
- The IHSS Mobile Live Scan Service is a county initiative implemented by the Public Authority in 2016. The minimum required cost of a criminal background service is \$32 per person due to the mandatory processing charge by the Department of Justice (DOJ). However, an additional fee is incurred for the required fingerprint ("live scan") rolling service, which varies by vendor and ranges from \$10 to \$50 depending upon location and the fees established by private-pay services. The PA is committed to maintaining this mobile service access across the county, allowing free live scan services to those applying to be IHSS caregivers. It is anticipated that this community service will yield approximately \$40,000 of savings to county constituents over the period of one year.

The proposed budget for FY 2017/18 to support continued growth in IHSS is estimated to be \$6,970,061, which is a net decrease of \$2,072,590 when compared to the FY 2016/17 PA budget. The overall administrative rate for FY 2017/18 was reduced \$.08 from FY 2016/17.

As noted above, the proposed budget requires a 35 percent county share of cost for the non-federal portion of the program. This is achieved through a combination of County funding and use of one-time funds in fund balance.

**Impact on Residents and Businesses**

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The budget will allow the IHSS program to continue to provide much-needed assistance to elderly and/or persons with disabilities needing care, allowing them to live independently in a healthy, safe environment.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

The funding ratios for the budget are as follows:

Federal	56.00%
State	10.00%
County	16.00%
Other Funding*	<u>18.00%</u>
TOTAL	100.00%

\*A portion of the county share of cost is being covered from one-time funding in fund balance.

**ATTACHMENTS:**

- A. Budget Summary
- B. Line Item Budget
- C. Cash Flow Statement & PA Rate Sheet

**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES**  
**IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE**  
**FY 17/18**  
**Attachment A**

Line No.	Line Item	Item Description	FY 17/18 Budget
1	IP Wages:	Represent 38,715,810 projected annual service hours at a wage of \$11.50 per hour	\$ 445,231,815
2	IP Health Benefits:	Represent 38,715,810 projected annual services hours at a benefit rate of \$.60 per hour	\$ 23,229,486
3	IP Employer Taxes:	Represent 8% of total cost of 38,715,810 annual service hours at \$11.50 per hour	\$ 35,618,545
4	<b>Admin. Salaries and Benefits:</b>	<b>Based on salaries per DPSS-HR, COLA, step increases and benefit ratio</b>	<b>\$ 5,095,087</b>
5	Facilities Improvements	537080 Facilities & Securities Wiring	
6	Facilities-Lease Costs: On-Going	537000 Interfnd Exp-Leases 537080 Utilities Costs estimated at \$4,464 * 12 mos = \$53,568 520820 Janitorial Costs = \$5,000 525320 Security Guard Services = \$10,000	\$ 61,723 \$ 53,568 \$ 5,000 \$ 10,000
7	Workstation/Furniture:	523680 Office Furniture	\$ -
8	Temporaries Svcs:	525500 Salary/Benefit Reimbursement For TAP costs 525340 TAP agency temp services	\$ 62,400 \$ -
9	1-800 Line:	520320 Approx. \$2,683 per month. 520320 New Substitute Provider Phone Line \$0	\$ 32,200
10	Background Checks:	524580 Background checks -	\$ 5,000
11	Provider Medical Screenings:	525100 Provider Medical Screenings Estimate for FY 17/18	\$ 34,775
12	Provider/Consumer Training Mat'l	527860 Provider/Consumer Training Matl. & CPR/FIRST AID	\$ 5,000
13	Consultant Fees:	525440 Professional services estimated \$6,800	\$ 6,800
14	Registry Software Maint: On-Going	521640 Maint. & support expenses for the Registry Software (New RFP estimate) \$30,000 521640 Maint. & support expenses for the Health Benefit Packages	\$ 30,000
15	Staff Training:	528140 Conferences and Registration Fees (Hotels) 528140 Caregiver Training Conferences 528140 PA Training \$9,000 (Includes monthly CAPA Staff, NASW, C4A and ASA)	\$ 9,000
16	Transportation:	528920 Est. Fixed charge of leasing = \$1,250	\$ 1,250
17	Transportation Maintenance:	528920 Est. Maintenance costs= \$2,500 528920 unexpected costs such as break-ins and damages = \$1,000	\$ 2,500 \$ 1,000
18	Communication-Cell Phone:	520230 Cell Phone service: Approx. \$1,600 per month. 520200 Communications 520250 Communications Equip / Installation 520260 Live Scan Circuit Charges	\$ 20,000 \$ - \$ 25,000 \$ 12,500
19	Liability Insurance:	520930 CSAC Liability estimated Insurance costs= \$111,146 per contract renewal	\$ 111,146
20	Facility Improvement: One time	522310 Facility Improvements- (Tenant Improvements).	\$ -
21	Staff Travel	529000 Conference and retreat travel expenses 529540 Utilities 529040 Private Mileage Reimbursement \$10,000	\$ 16,000 \$ - \$ 10,000
22		529120 Transportation (Other) 527880 Training-Other \$6,100	\$ 5,000 \$ 6,100

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**FY 17/18**  
**Attachment A**

Line No.	Line Item	Item Description	FY 17/18 Budget
22	Membership:	523100 Annual Public Association Membership fees est. for CAPA \$17,850	\$ 17,850
23	Miscellaneous Expenses	523230 Advisory Committee Budget	\$ 5,976
24	Books/Publication/ Subscriptions:	523620 523820 Purchase of subscriptions for providers, and PA staff (\$300) (Managers intelligence rpts, Nat. Council on Aging, Executive Leader, Nat. Institute of Bus. Mgmt.)	\$ - \$ -
25	Office Supplies: On going	523700 Purchase of Office Supplies 523700 Printer Toners, paper products, copier supplies 527280 Awards/Recognition	\$ 40,000 \$ 15,000
26	Office Supplies: one-time	523700 Purchase of General office supplies	
27	Office Equipment: one time	Estimated Replacement costs for: 523640 Computer Equipment- Desk, laptop, projector 523640 Computer Equipment (Fax Machines) 523640 Computer/Network Equipment 523640 New Technology Improvement  523640 Computer Equipment (Cameras) 523640 Computer Equipment (4Thumb Drives) 520200 Wireless Headsets \$0 523640 Wireless Mice  523680 Postage Machine meter lease and slug 523680 Phone Dialer System 523680 Office Equipment/Furniture 523840 Software Program > \$500	\$ 145,850 \$ -           \$ - \$ - \$ -
28	Office Equipment: On going	521340 Maint- Communications Equip (\$7,000) 521360 Maint - Computer Equipment (IT) \$6,100 521380 Maint - Copier Equipment (\$5,000)	\$ 7,000 \$ 6,100 \$ 5,000
29	Facility Safety Supplies:	523700 Facility Disaster/Safety Supplies for the Office	
30	Building Maint & Supplies:	522310 General maintenance	\$ -
31	Postage:	523760 Includes semi-annual newsletter mailing to approx. 15,000 consumers/providers households Governing Board recruitment, mailings, training flyer, and regular correspondence Outreach & Communication	\$ 15,000
32	Interpreting/Translating:	525440 Translation charges \$0	\$ -
33	Moving Expense	523300 Moving Expense  526700 Admin Lease Space at approx. \$29,408.69 *12 mo.(Jul-June) = \$352,904 Rent Adjustmt 2.5%= \$361,727 Admin Lease fee of \$1,483.09*12 = \$17,797 (\$361,727+17,797 = \$379,524)	\$ -  \$ 379,524
34	Storage	526720 Storage Rental Fees \$0	\$ -
35	Provider Recruitment Advertising:	526420 Newspaper and Recruitment Promotional Items	\$ -
36	PA Staff Recruitment:	526420 Staff Recruitment advertising	\$ 3,000
37	Printing Provider/Consumers recruitment Mat'l	523800 Printing Providers/Consumers recruitment flyer est. at \$3,750 523800 Printing Providers/Consumers Orientation introduction package \$6,000	\$ 9,750
38	PA Printing Mat'l	523800 Monthly HB Package Printing for the Providers = \$1,250 523800 Annual Open Enrollment Package Printing = \$1,000 523800 Provider Quarterly and Annual Report for the Board est. at \$2,000 523800 PA Brochures estimated \$1,000	\$ 5,250
39	Legal Notices:	526410 Avg. Legal Notice (for paralegal svcs)	\$ -
40	County Counsel:	524700 County Council/Deputy services (\$178 per hr for attorneys)	\$ 1,000
41	DPSS IT:	537090 System and Network Setup Charge	\$ -

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE  
 FY 17/18  
 Attachment A

			FY 17/18
Line No.	Line Item	Item Description	Budget
	One-Time		
42	DPSS IT: On Going	524760 System and Network Maintenance Charge 524820 Engineering Services- installation, removal or modification of telephones	\$ - \$ 500
43	DPSS SDD	536740 Staff Dev. Officer costs	\$ -
44	County Property Svcs:	520945 County Property Svcs Charge	\$ -
45	County Liability Svcs:	520930 County Liability Svcs Charge	\$ -
46	County Workers' Comp:	517000 County Workers' Comp. Charge (\$1,071.91*12 = \$12,863)	\$ 12,863
47	County Delivery Svcs.	520270 FY 17/18 Mail Delivery and Central mail Services \$304 per year (est. @ \$152 for two delivery sites)	\$ 304
48	County Support Svcs.	524740 County Support Services (CowCap)	\$ -
49	DPSS Operating Support	536740 DPSS IHSS Liason Services (IT, Admin Program) estimate	\$ 10,000
50	RCIT Device Access RCIT Device Support	525840 RCIT Device Access 525860 RCIT Device Support	\$ 167,035 \$ 100,527
51	RCIT Physical Server Support RCIT Virtual Server Support	525870 RCIT Physical Server Support 525880 RCIT Virtual Server Support	\$ 28,016 \$ 27,849
52	County Annual Audit:	525440 County Annual Audit	\$ -
53	Consultants-Computer Program	524680 Consultants-Computer Program One Call Now & REVA)	\$ 30,000
54	County Personnel:	537090 Co. HR Charges est. at \$82,585 536760 Audit & Acctg (\$526.80 * 26 PPs = \$13,700)	\$ 82,585 \$ 13,700
55	Interfnd Exp-Prof & Special Svcs	537120 Interfnd Exp-Prof & Special Svcs	\$ 50,000
56	Indirect Cost Rate:	536740 DPSS Indirect Cost Rate charges est. at \$160,000	\$ 160,000
57	Capital Leases- Computer Equip	532660 Facilities-Hardware	\$ 9,333
58	Equipment-Other (Fixed Asset)	546160 Equipment-Other (Fixed Asset)	\$ -
Total PA Budget (Operating Costs)			\$ 1,874,974
Total FY 17/18 PA Budget			\$ 5,095,087
			\$ 6,970,061

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
FY 17/18  
Attachment A

Line No.	Item Description		On-Going		Total Budget	Total Services	Total Admin.	Portion of Rate
<b>Provider Costs</b>								
1	IP Wages @ 38,715,810 projected hours @ \$11.50 per hour		On-Going		445,231,815	445,231,815		11.50
2	IP Benefit @ \$60 per hour		On-Going		23,229,486	23,229,486		0.60
3	IP Employer Tax @ 8%		On-Going		35,618,545	35,618,545		0.92
	<b>Total Provider Costs</b>				<b>\$ 504,079,846</b>	<b>\$ 504,079,846</b>		<b>13.02</b>
<b>Administrative Salaries and Benefits</b>								
Line No.	Item Description			FTE			Salaries	
	IHSS Pub Authority Exec Director		On-Going	1	74,040		\$ 74,040	
	Administrative Svcs Manager		On-Going	2	187,668		\$ 187,668	
	Sr. Community Program Specialist		On-Going	1	66,251		\$ 66,251	
	Administrative Svcs Supervisor		On-Going	1	73,754		\$ 73,754	
	Community Program Specialist II		On-Going	1	62,710		\$ 62,710	
	Administrative Svcs Analyst II		On-Going	3	176,309		\$ 176,309	
	Sr. Human Resources Clerk		On-Going	3	113,400		\$ 113,400	
	Secretary II		On-Going	1	34,569		\$ 34,569	
	DPSS Office Support Supervisor		On-Going	7	253,883		\$ 253,883	
	Office Assistant III		On-Going	25	730,106		\$ 730,106	
	Human Resources Clerk		On-Going	8	277,810		\$ 277,810	
	Supervising Program Specialist		On-Going	2	130,485		\$ 130,485	
	Social Services Worker V		On-Going	6	306,431		\$ 306,431	
	Office Assistant II		On-Going	26	627,876		\$ 627,876	
	Temporary Assistance		On-Going	12	268,916		\$ 268,916	
	Department HR Coordinator		On-Going	1	55,701		\$ 55,701	
	Social Services Worker II		On-Going	14	587,175		\$ 587,175	
	Program Specialist II		On-Going	1	45,150		\$ 45,150	
	Social Services Supervisor II		On-Going	4	298,819		\$ 298,819	
	Social Services Assistant		On-Going	11	280,547		\$ 280,547	
	Research Specialist		On-Going	2	119,949		\$ 119,949	
	<b>Sub Total</b>			<b>132</b>	<b>4,771,548</b>		<b>\$ 4,771,548</b>	
	<b>Admin Benefit &amp; Taxes</b>				<b>2,494,011</b>		<b>\$ 2,494,011</b>	
	<b>Salary Savings</b>				<b>(2,170,472)</b>		<b>(2,170,472)</b>	
4	<b>Total Salaries, Benefits and Taxes</b>				<b>\$ 5,095,087</b>		<b>\$ 5,095,087</b>	<b>0.13</b>
<b>Operating Costs</b>								
Line No.	Item Description							
5	Facility (Security & Wiring)	One Time		Direct	-		\$ -	0.0000
6	Facility (Space)		On-Going	Direct	130,291		\$ 130,291	0.0034
7	Workstation Costs	One Time		Direct	-		\$ -	0.0000
8	Temporary Help Services		On-Going	Direct	62,400		\$ 62,400	0.0016
9	1-800 Toll Free Services		On-Going	Direct	32,200		\$ 32,200	0.0008
10	Provider Background Checks	*	On-Going	Direct	5,000		\$ 5,000	0.0001
11	Provider Medical Screenings	*	On-Going	Direct	34,775		\$ 34,775	0.0009
12	Provider Training Material		On-Going	Direct	5,000		\$ 5,000	0.0001
13	Consultant Fees		On-Going	Direct	6,800		\$ 6,800	0.0002
14	Registry/Benefit Software Maintenance		On-Going	Direct	30,000		\$ 30,000	0.0008
15	Staff Training		On-Going	Direct	9,000		\$ 9,000	0.0002
16	Transportation		On-Going	Direct	1,250		\$ 1,250	0.0000
17	Transportation Maintenance		On-Going	Direct	3,500		\$ 3,500	0.0001
18	Communications-Cell Phone/Blackberry		On-Going	Direct	57,500		\$ 57,500	0.0015
19	Liability Insurance		On-Going	Generic	111,146		\$ 111,146	0.0029
20	Facility Improvements	One Time		Direct	-		\$ -	0.0000
21	Staff Travel		On-Going	Generic	32,100		\$ 32,100	0.0008
22	Transportation (Other)	*	On-Going	Generic	-		\$ 5,000	0.0000
23	Memberships		On-Going	Generic	17,850		\$ 17,850	0.0005
24	Miscellaneous Expenses		On-Going	Generic	5,976		\$ 5,976	0.0002
25	Books/Publications/Subscriptions		On-Going	Generic	-		\$ -	0.0000
26	Office Supplies		On-Going	Generic	55,000		\$ 55,000	0.0014
27	Office Supplies	One Time		Generic	-		\$ -	0.0000
28	Office Equipment	One Time		Direct	145,850		\$ 145,850	0.0038
29	Office Equipment		On-Going	Direct	18,100		\$ 18,100	0.0005
30	Facility Safety Supplies	One Time		Generic	-		\$ -	0.0000
31	Building Maintenance and Supplies	One Time		Direct	-		\$ -	0.0000
32	Postage		On-Going	Generic	15,000		\$ 15,000	0.0004
33	Interpreting/Translating		On-Going	Generic	-		\$ -	0.0000
34	Rent-Lease/Moving Expense		On-Going	Direct	379,524		\$ 379,524	0.0098
35	Consultants-Computer Program		On-Going	Direct	30,000		\$ 30,000	0.0008
36	Storage		On-Going	Generic	-		\$ -	0.0000
37	Provider Recruitment (Advertising)		On-Going	Generic	3,000		\$ 3,000	0.0001
38	PA Staff Recruitment (Advertising)		On-Going	Generic	-		\$ -	0.0000
39	Printing Providers/Consumers recruit. Matl		On-Going	Generic	9,750		\$ 9,750	0.0003
40	PA Printing Services		On-Going	Generic	5,250		\$ 5,250	0.0001
41	Legal Notices		On-Going	Generic	-		\$ -	0.0000
	<b>Sub-Total</b>				<b>1,206,262</b>		<b>\$ 1,211,262</b>	<b>0.03</b>



RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
 FY 17/18  
 Attachment A

Line No.	Item Description	On-Going	Cost Types	Total Budget	Total Services	Total Admin.	Portion of Rate
<b>County Support Services</b>							
42	County Counsel	On-Going	Direct	1,000		\$ 1,000	0.00
43	DPSS IT	One Time	Direct	-		\$ -	-
44	DPSS IT	On-Going	Direct	500		\$ 500	0.00
45	DPSS SDD	On-Going	Direct	-		\$ -	-
46	County Property Svcs Charge	On-Going	Generic	-		\$ -	-
47	County Liability Svcs Charge	On-Going	Generic	-		\$ -	-
48	County Workers' Comp. Charge	On-Going	Direct- Sal/Ben	12,863		\$ 12,863	0.00
49	County Delivery Services	On-Going	Generic	304		\$ 304	0.00
50	County Support Services (CowCap)	On-Going	Generic	-		\$ -	-
51	DPSS Operating Support (Fiscal, Acctg.)	On-Going	Direct	10,000		\$ 10,000	0.00
52	RCIT Device Access & Support	On-Going	Direct	267,562		\$ 267,562	0.01
53	RCIT Physical & Virtual Server Support	On-Going	Direct	55,865		\$ 55,865	0.00
54	County Annual Audit	On-Going	Direct	-		\$ -	-
55	County Personnel (HR)	On-Going	Direct	96,285		\$ 96,285	0.00
56	DPSS Contracting	On-Going	Direct	50,000		\$ 50,000	0.00
57	Indirect Cost Rate Charge	On-Going	Generic	160,000		\$ 160,000	0.00
58	Capital Leases- Computer Equip	On-Going	Direct	9,333		\$ 9,333	0.00
59	Equipment-Other (Fixed Asset)	One Time	Direct	-		\$ -	-
	<b>Sub-total</b>			<b>663,712</b>		<b>\$ 663,712</b>	<b>0.02</b>
	<b>Total PA Administrative Budget</b>			<b>\$ 6,970,061</b>		<b>\$ 6,970,061</b>	<b>0.18</b>
	<b>Total PA Budget (Provider and Admin.Costs)</b>			<b>\$ 511,049,907</b>			<b>13.20</b>
	<b>Percentage to Total Budget</b>			<b>98.64%</b>		<b>\$ 0</b>	
<b>Items included within the PA Admin Budget (No State Financial Participation)</b>							
60	Provider Background Checks	On-Going	Direct	5,000		\$ 5,000	0.0001
61	Provider Medical Screening	On-Going	Direct	34,775		\$ 34,775	0.0009
62	Provider Transportation	On-Going	Direct	5,000		\$ 5,000	0.0001
	<b>Total Excluded Items</b>			<b>\$ 44,775</b>		<b>\$ 44,775</b>	<b>0.0010</b>
	<b>Total PA Budget (Provider and Admin.Costs) less excluded items</b>			<b>\$ 511,005,132</b>			<b>\$ 13.20</b>

\* Provider Background Checks and Medical Screening Testing will not receive a State Funding Share

\*\*\* Notes: PA Total Generic Overhead include all Generic Operating Costs, and Generic County Support Svcs charges such as County Property Svcs, Liability, Delivery Svcs, Support Svcs (CowCap) and County Delivery Services.

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
FUNDING SUMMARY  
FY 17/18  
Attachment A

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	IHSS FUNDING RATIO	IHSS SHARE	TOTAL
<b>Total Provider Costs</b>	<b>\$ 504,079,846</b>					
IHSS-Services PCSP	\$ 493,998,249	98.00%	493,998,249	2.00%	10,081,597	
IHSS-Services Non PCSP	\$ 10,081,597					
IHSS Services-Federal Share		50.00%	246,999,125	0%	-	246,999,125
IHSS Services-State Share		32.50%	160,549,431	65%	6,553,038	167,102,469
IHSS Services-County Share		17.50%	86,449,694	35%	3,528,559	89,978,253
<b>Total Providers Costs</b>	<b>\$ 504,079,846</b>	<b>100%</b>	<b>\$ 493,998,249</b>	<b>100%</b>	<b>\$ 10,081,597</b>	<b>\$ 504,079,846</b>
<b>Total Public Authority Admin. Costs (exclude IP Background Checks &amp; Medical Screening Costs)</b>	<b>\$ 2,366,503</b>					
Public Authority Administration-PCSP	\$ 2,319,173	98.00%	2,319,173	2.00%	47,330	
Public Authority Administration-Non PCSP	\$ 47,330					
Public Authority Administration-Federal Share		50.00%	1,159,587	0%	-	1,159,587
Public Authority Administration-State Share		32.50%	753,731	65%	30,765	784,496
Public Authority Administration-County Share		17.50%	405,855	35%	16,566	422,421
<b>Total Public Authority Admin. Budget (exclude BC &amp; MS)</b>	<b>\$ 2,366,503</b>	<b>100%</b>	<b>\$ 2,319,173</b>	<b>100%</b>	<b>\$ 47,330</b>	<b>\$ 2,366,503</b>
<b>Total IP Background Checks &amp; Medical Screening Costs</b>	<b>\$ 44,775</b>					
Public Authority Administration-PCSP	\$ 43,880	98.00%	43,880	2.00%	896	
Public Authority Administration-Non PCSP	\$ 896					
Public Authority Administration-Federal Share		50.00%	21,940	-	-	21,940
Public Authority Administration-State Share		0.00%	-	-	-	-
Public Authority Administration-County Share		50.00%	21,940	100%	896	22,835
<b>Total IP Background Checks &amp; Medical Screening Costs</b>	<b>\$ 44,775</b>	<b>100%</b>	<b>\$ 43,880</b>	<b>100%</b>	<b>\$ 896</b>	<b>\$ 44,775</b>
<b>Sub-Total Including Admin. Budget, IP BC &amp; MS</b>	<b>\$ 2,411,278</b>					
Public Authority Administration-PCSP	\$ 2,363,053	98%				
Public Authority Administration-Non PCSP	\$ 48,226			2%		
Public Authority Administration-Federal Share		50.00%	1,181,526	0%	-	1,181,526
Public Authority Administration-State Share		32.50%	753,731	65%	30,765	784,496
Public Authority Administration-County Share		17.50%	427,795	35%	17,461	445,256
<b>Total</b>	<b>\$ 2,411,278</b>	<b>100%</b>	<b>\$ 2,363,053</b>	<b>100%</b>	<b>\$ 48,226</b>	<b>\$ 2,411,278</b>

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	IHSS FUNDING RATIO	IHSS SHARE	TOTAL
Total Public Authority Admin. Budget (exclude SC & HHS) overmatch	\$ 4,598,783	100%	\$ 4,467,667	100%	\$ 94,116	\$ 4,598,783
Public Authority Administration-Federal Share		Composite Ratios				
Public Authority Administration-State Share		49.00%	3,415,330		-	3,415,330
Public Authority Administration-County Share		11.28%	753,731		30,765	784,496
Total Public Authority Admin. Budget	\$ 6,970,061	100%	\$ 6,230,668		\$ 108,637	\$ 6,970,061
Public Authority Administration-Federal Share		Composite Ratios				
Public Authority Administration-State Share		49.00%	250,414,455		-	250,414,455
Public Authority Administration-County Share		32.85%	167,303,162		6,583,803	167,886,965
Grand Total Providers & Public Authority Admin. Budget	\$ 511,049,907	100%	\$ 500,828,909		\$ 3,637,196	\$ 511,049,907

FY 17/18 PA Total Budget

\$ 6,970,061

Funding Source	Ratio	PA Budget within State Allocation	Background Clinics & Medical Screening Costs	Overmatch	Total
Fed	49.0%	1,158,587	21,940	2,233,803	3,415,330
State	33.2%	784,496	-	-	784,496
County	17.9%	422,421	22,835	2,324,979	2,770,235
					6,970,061

Note(s):  
The FY 17/18 PA Budget of \$6,970,061 does not include the contracted IHSS/PA MOU amount of \$1,087,146.

Funding

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 FISCAL-MRU  
 IHSS-PUBLIC AUTHORITY ESTIMATE EXPENDITURES  
 FY 17/18

ATTACHMENT B

Line #	RIFMIS Object Code	Bus. Unit	Fund	Dept ID	Account	Program Code	Description	Projected Amounts	
<b>Salaries and Benefits:</b>									
1	1-1103	PAARC	22800	985101	510040		Regular Salaries	3,345,201	
2	1-1999	PAARC	22800	985101	518100		Budgeted Benefit	1,749,887	
								<b>5,095,087</b>	
<b>Workers Comp Ins.</b>									
3	1-1801	PAARC	22800	985101	517000		Workers Comp Insurance	12,863	
<b>Appropriation 2</b>									
								<b>Sub-Total</b>	<b>5,107,950</b>
4	2-2070	PAARC	22800	985101	520200		Communications	-	
5	2-2072	PAARC	22800	985101	520230		Cellular Phone Service	20,000	
6	2-2074	PAARC	22800	985101	520250		Communications Equip / Installation	25,000	
7		PAARC	22800	985101	520260		Computer Lines	12,500	
8	2-2076	PAARC	22800	985101	520270		County Delivery Service	304	
9	2-2081	PAARC	22800	985101	520320		Telephone Service (Includes AT&T & Solidus)	32,200	
10	2-2154	PAARC	22800	985101	520820		Janitorial Services	5,000	
11	2-2197	PAARC	22800	985101	520930		Insurance - Liability	111,146	
12	2-2201	PAARC	22800	985101	520945		Insurance - Property	-	
13		PAARC	22800	985101	521340		Maint-Communications Equip	7,000	
14	2-2264	PAARC	22800	985101	521360		Maint - Computer Equipment (IT)	6,100	
15	2-2265	PAARC	22800	985101	521380		Maint - Copier Machines	5,000	
16	2-2275	PAARC	22800	985101	521500		Maint - Motor Vehicles	-	
17	2-2284	PAARC	22800	985101	521640		Maint. Software License (Regis./Benefit/Others)	30,000	
18	2-2311	PAARC	22800	985101	522310		Maint - Buildings & Improvements	-	
19	2-2391	PAARC	22800	985101	523100		Memberships	17,850	
20		PAARC	22800	985101	523230		Misc. Exp-	5,976	
21	2-2432	PAARC	22800	985101	523300		Moving Expense	-	
22	2-2462	PAARC	22800	985101	523620		Books and Publications	-	
23	2-2463	PAARC	22800	985101	523640		Computer Equipment - (Non Fixed Asset)	145,850	
24	2-2465	PAARC	22800	985101	523680		Office Equipment - (Non Fixed Asset)	-	
25	2-2466	PAARC	22800	985101	523700		Office Supplies	40,000	
26	2-2469	PAARC	22800	985101	523760		Postage/Mailing	15,000	
27	2-2471	PAARC	22800	985101	523800		Printing/Binding	15,000	
28	2-2472	PAARC	22800	985101	523820		Subscriptions	-	
29	2-2473	PAARC	22800	985101	523840		Software Programs <\$5,000	-	
30	2-2520	PAARC	22800	985101	524580		Provider Background-Reference Service	5,000	
31	2-2520	PAARC	22800	985101	524680		Consultants-Computer Program	30,000	
32	2-2513	PAARC	22800	985101	524700		County Counsel	1,000	
33	2-2515	PAARC	22800	985101	524740		County Support Services (CowCap)	-	
34		PAARC	22800	985101	524820		Engineering Services	500	
35		PAARC	22800	985101	524760		Data Processing Svcs-IT	-	
36	2-2530	PAARC	22800	985101	525100		Provider Medical Screenings	34,775	
37	2-2535	PAARC	22800	985101	525140		County Personnel Services	-	
38	2-2544	PAARC	22800	985101	525300		OASIS Financial Charge	-	
39		PAARC	22800	985101	525310		OASIS/HRMS Payroll Charge	-	
40	2-2545	PAARC	22800	985101	525320		Security Guard Services	10,000	
41	2-2546	PAARC	22800	985101	525340		Temporary Help Services (Agency Temps)	-	
42	2-2541	PAARC	22800	985101	525440		Professional Services - Other	6,800	
43	2-2555	PAARC	22800	985101	525500		Salary/Benefit Reimbursement	62,400	
44		PAARC	22800	985101	525840		RCIT Device Access	167,035	
45		PAARC	22800	985101	525860		RCIT Device Support	100,527	
46		PAARC	22800	985101	525870		RCIT Physical Server Support	28,016	
47		PAARC	22800	985101	525880		RCIT Virtual Server Support	27,849	
48	2-2652	PAARC	22800	985101	526410		Legally Required Notices	-	
49	2-2802	PAARC	22800	985101	526420		Advertising (providers & Staff Recruitment)	3,000	
50	2-2683	PAARC	22800	985101	526520		Rent-Lease Copiers	-	
51	2-2721	PAARC	22800	985101	526700		Buildings - Rent / Lease	379,524	
52	2-2723	PAARC	22800	985101	526720		Rent / Lease-Storage	-	
53		PAARC	22800	985101	527280		Awards/Recognition	15,000	
54	2-2845	PAARC	22800	985101	527860		Training - Materials	5,000	
55	2-2846	PAARC	22800	985101	527880		Training - Other (Staff Training)	6,100	
56	2-2904	PAARC	22800	985101	528140		Conference and Registration Fees (Hotels)	9,000	
57	2-2903	PAARC	22800	985101	528920		Car Pool Expense (4 Toyota Prius)	4,750	
58	2-2909	PAARC	22800	985101	529000		Miscellaneous Travel Expense (Meals)	16,000	
59	2-2911	PAARC	22800	985101	529040		Private Mileage Reimbursement	10,000	
60		PAARC	22800	985101	529120		Transportation	5,000	
61	2-2957	PAARC	22800	985101	529540		Utilities	-	
<b>Appropriation 2</b>								<b>Sub-Total</b>	<b>1,421,202</b>

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 FISCAL-MRU  
 IHSS-PUBLIC AUTHORITY ESTIMATE EXPENDITURES  
 FY 17/18

ATTACHMENT B

Line #	RIFMIS Object Code	Bus. Unit	Fund	Dept ID	Account	Program Code	Description	Projected Amounts
62		PAARC	22800	985101	532640		Capital Lease-Facility (Copiers)	-
63		PAARC	22800	985101	532660		Capital Lease-Other (IT)	9,333
64	3-3802	PAARC	22800	985101	536740		Interfnd Exp-Admin supt direct	170,000
65		PAARC	22800	985101	536760		Interfnd Exp-Audit & Acctg	13,700
66		PAARC	22800	985101	537000		Interfnd Exp-Leases	61,723
67		PAARC	22800	985101	537080		Interfnd Exp-Misellaneous	53,568
68		PAARC	22800	985101	537090		Interfnd Exp-Personnel Svcs	82,585
				985101	537120		Interfnd Exp-Prof & Special Svcs	50,000
<b>Appropriation 3</b>							<b>Sub-Total</b>	<b>440,909</b>
69	4-4209	PAARC	22800	985101	546080		Equipment - Computer & Software	-
70	4-4225	PAARC	22800	985101	546160		Equipment - Other (Fixed Asset)	-
<b>Appropriation 4</b>							<b>Sub-Total</b>	<b>-</b>
<b>Totals for Appropriation 2, 3, &amp; 4</b>							<b>Sub-Total</b>	<b>1,862,111</b>
<b>Total Appropriation 1 through 4</b>							<b>Grand Total</b>	<b>\$ 6,970,061</b>

Note: Interfnd Exp-Admin. Supt. Direct - consist of DPSS IHSS-Admin., DPSS Fiscal, DPSS Contracting, DPSS SDD, and ICR (County Support Service Charges)

Prepared By: Alexandra Perez

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RIVERSIDE COUNTY DEPARTMENT OF SOCIAL SERVICES  
 FY 1718 IHSS Public Authority Cash Account Projection

Attachment C

Description	FY 1718												Year End
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
<b>Expenditures:</b>													
-Salaries and Benefits	424,591	424,591	424,591	424,591	424,591	424,591	424,591	424,591	424,591	424,591	424,591	424,591	424,591
-Operating Costs	118,434	118,434	118,434	118,434	118,434	118,434	118,434	118,434	118,434	118,434	118,434	118,434	118,434
-County Support Services	37,814	37,814	37,814	37,814	37,814	37,814	37,814	37,814	37,814	37,814	37,814	37,814	37,814
<b>Total Cash Out</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>
Federal			853,833			853,833						853,833	
State			577,644			206,862							784,498
County NCC			311,039			681,831							1,266,946
<b>Fund Balance</b>			<b>1,742,515</b>			<b>1,742,515</b>						<b>1,742,515</b>	
<b>Total Cash In</b>													
<b>Operating Capital Requirement</b>	<b>580,838</b>	<b>1,161,677</b>	<b>(0)</b>	<b>580,838</b>	<b>1,161,677</b>	<b>(0)</b>	<b>580,838</b>	<b>1,161,677</b>	<b>580,838</b>	<b>1,161,677</b>	<b>580,838</b>	<b>1,161,677</b>	<b>6,970,061</b>
<b>Total Expenditures</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>580,838</b>	<b>6,970,061</b>
NCC Transferred In			311,039			681,831							1,266,946
<b>Net Funds Needed</b>	<b>580,838</b>	<b>580,838</b>	<b>269,799</b>			<b>(100,992)</b>							<b>5,703,115</b>
Reimbursement from Federal/State			1,431,476			1,060,665							4,199,828
<b>Fund Balance</b>	<b>580,838</b>	<b>1,161,677</b>											<b>1,503,289</b>

Public Authority Special Revenue Fund Cash Statement

Increase Estimated Revenue	BU	Fund	Dept ID	Account	Description	Projected \$\$
	PAARC	22800	985101	780000	Fed-Public Assistance Admin Revenue	3,415,330
	PAARC	22800	985101	750300	CA-Public Assistance Admin Revenue	784,496
	PAARC	22800	985101	790600	Contributions from Other Funds	1,266,946
<b>Total</b>						<b>5,466,772</b>
<b>Total Estimated Revenue</b>						<b>1,503,289</b>

Decrease in Fund Balance	BU	Fund	Dept ID	Account	Description	Projected \$\$
	RIVCO	22800	985101	325100	Unreserved Fund Balance	
<b>Total Decrease in Fund Balance</b>						<b>6,970,061</b>

Total Protection for Public Authority

						<b>6,970,061</b>
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Notes:

1. Claims are submitted on a quarterly basis.
2. There is an estimated 2 months delay in reimbursement from the State.

**Riverside County: IHSS PA Rate Worksheet FY 17/18**

Projected yearly hours

38,715,810

Provider Costs					
1	IP Wages = proj yearly hours @ \$11.50 per hr	445,231,815	\$	445,231,815	11.50
2	IP Employer Taxes @ 8%	35,618,545	\$	35,618,545	0.92
3	Health Benefits	23,229,486	\$	23,229,486	0.60
		\$	-		0.00
	<b>Total Provider Costs</b>	<b>\$ 504,079,846</b>	<b>\$</b>	<b>504,079,846</b>	<b>13.02</b>
Public Authority Administrative costs					
	<b>Salaries &amp; Benefits</b>	\$ 5,107,950		\$ 5,107,950	0.1319
	<b>Overhead Expenses</b>	\$ 1,862,111		\$ 1,862,111	0.0481
	<b>Total Public Authority Administrative costs</b>	<b>\$ 6,970,061</b>		<b>\$ 6,970,061</b>	<b>0.18</b>
	<b>TOTAL</b>	<b>\$ -</b>	<b>\$</b>	<b>-</b>	<b>\$ 13.20</b>
<b>Total hourly rate: The hourly rate is computed by adding total services costs and total administrative costs and dividing by the number of IHSS hours.</b>					
	<b>PA Rate</b>	\$ 504,079,846	+	\$ 6,970,061.28	/
	<b>Services Rate = Services Cost Divided by Total Hours</b>	\$ 504,079,846		\$ -	/
	<b>Admin Rate = Admin Cost Divided by Total Hours</b>			\$ 6,970,061.28	/
				38,715,810	= \$
				38,715,810	= \$
				38,715,810	= \$