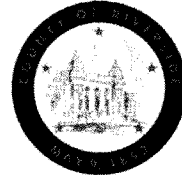


**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM
3.30
(ID # 6417)

MEETING DATE:

Tuesday, April 24, 2018

FROM : PUBLIC SOCIAL SERVICES:

SUBJECT: DEPARTMENT OF PUBLIC SOCIAL SERVICES: Approve the FY 2018/19 Budget for the In-Home Supportive Service-Public Authority. [Districts – All]; [\$6,709,774.00 in FY 18/19]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the FY 2018/2019 requested budget for the In-Home Supportive Service-Public Authority (Attachment A); and
2. Authorize the Director of DPSS to submit the budget/rate package to the state for approval.


ACTION: Consent


Susan Von Zabern, Director of Public Social Services 4/19/2018

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley
Nays: None
Absent: None
Date: April 24, 2018
xc: DPSS/IHSS

Kecia Harper-Ihem
Clerk of the Board
By 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 6,709,774	\$	\$ 6,709,774	\$
NET COUNTY COST	\$	\$	\$	\$
SOURCE OF FUNDS: Federal Funding: 48.6% State Funding: 39.0%; Realignment Funding: 3.5%; Other Funding: 8.9%			Budget Adjustment: No	
			For Fiscal Year: FY 18/19	

C.E.O. RECOMMENDATION: Approve.

BACKGROUND:

Summary

The Riverside County In-Home Supportive Services-Public Authority (IHSS-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 2018-19, the Governor's proposed January budget includes an increase in the state allocation of 8.5 percent statewide. The PA share of the IHSS Maintenance of Effort (MOE) amount is estimated to increase by 5 percent. The FY 18-19 PA administrative budget will be \$6,709,774. This includes: federal funding of \$3,263,289, state funding of \$2,613,235, realignment funding of \$235,091, other funding of \$50,000 and one-time PA fund balance utilization of \$548,159, totaling \$6,709,774.

The proposed budget adjusts the PA staffing level to 80 full-time employees (FTEs), an increase from the 79 FTEs approved in FY 17-18. The PA's budget may need to be revised based on the final budget adopted by the state. However, the proposed budget and associated rate package are required to be submitted to the state by the end of April. The PA is committed to maintaining quality core services in response to IHSS caseload growth while accommodating state-mandated initiatives in 2018-19, as outlined below.

- Starting July 1, 2018, the state is implementing Senate Bill 3, which permits IHSS providers to accrue and be compensated for paid sick leave hours. This legislative change is expected to increase demand for additional IHSS care providers to serve as a backup when a client's regular provider calls in sick and is unavailable to deliver services. The Public Authority has been involved with other counties and the state to assess the impact of the new law and to explore options for a Sick Leave Provider Back-up System as a safety net. The Public

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Authority anticipates a need to increase its provider registry recruitment program to ensure that the PA Registry has a viable pool of eligible caregivers able and ready to respond when a registry recipient needs sick leave back-up care.

- Electronic Visit Verification. Starting in January, 2019, the state will implement the federally-mandated Electronic Visit Verification process for Medicaid-funded personal care services. Counties are expected to electronically verify the IHSS services performed, including the individual receiving and providing the service, date, location, and start and end time of the service provided. This mandate is expected to further increase the Public Authority's workload to support caregivers in successfully complying with these new requirements.
- IHSS Electronic Time Sheet. Though piloted in Riverside County from May-June 2017, electronic time sheets were implemented statewide in August 2017. This new, optional, self-serve technology is designed to allow caregivers and recipients to electronically manage their IHSS payments on-line. 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 and to expedite processing. As of December 2017, the Riverside County utilization rate for electronic time sheets was 23 percent for providers (6,633 enrolled providers of the 28,555 total providers) and 22 percent for recipients (7,406 recipients of all 33,281 eligible recipients). PA will continue to market and support enrollment into the system with a goal of decreasing provider reliance on time sheet submissions by mail.
- IHSS Mobile Live Scan Service. PA is committed to providing free live scan services to those who demonstrate a hardship and to residents in remote areas where the service is limited.

In order to maintain core services, implement new state requirements and respond to the increasing IHSS caseload, the proposed budget for FY 2018/19 is estimated to be \$6,709,774, a net decrease of \$260,287 when compared to the approved FY 2017/18 PA budget.

The FY 18/19 PA administrative rate will be \$0.16 per hour, which is a reduction of \$0.02 from the FY 17/18 approved PA administrative rate of \$0.18.

The proposed budget includes the use of \$548,159 from the PA fund balance. Counties and Public Authorities are in discussion with the state regarding a change in the funding methodology and allocation for IHSS and PA operations. Riverside County has been asked to share our budget and operational information because of our high performance and innovative approaches. In response to the new sick leave provision for caregivers, the state is currently evaluating the backup system we created as a possible statewide model. Pending the state's finalization of the FY 18/19 funding allocation, the proposed budget includes the use of fund balance to support these activities. We will advise the Board of the outcome of these discussions and any budget adjustments that are needed.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Impact on Residents and Businesses

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	48.6%
State	39.0%
Realignment	3.5%
County	0.0%
Other Funding*	<u>8.9%</u>
TOTAL	100.00%

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

ATTACHMENTS:

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


Jennifer Sargent, Principal Management Analyst 4/17/2018

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
IHSS-PUBLIC AUTHORITY BUDGET AND RATE
FY 18/19
Attachment A

Line No.	Item Description	On-Going	Total Budget	Total Services	Total Admin.	Portion of Rate
Provider Costs						
1	IP Wages @ 42,370,278 projected hours @ \$11.50 per hour	On-Going	487,258,197	487,258,197		11.50
2	IP Benefit @ \$.60 per hour	On-Going	25,422,167	25,422,167		0.60
3	IP Employer Tax @ 8%	On-Going	38,980,656	38,980,656		0.92
	Total Provider Costs		\$ 551,661,020	\$ 551,661,020		13.02
Line No.	Item Description	FTE			Salaries	
Administrative Salaries and Benefits						
	IHSS Pub Authority Exec Director	On-Going	1	109,098	\$ 109,098	
	Administrative Srvc Manager	On-Going	2	188,775	\$ 188,775	
	Sr. Community Program Specialist	On-Going	1	42,070	\$ 42,070	
	Administrative Srvc Supervisor	On-Going	1	74,468	\$ 74,468	
	Community Program Specialist II	On-Going	1	39,473	\$ 39,473	
	Administrative Svcs Analyst II	On-Going	3	170,820	\$ 170,820	
	Sr. Human Resources Clerk	On-Going	2	84,687	\$ 84,687	
	Secretary II	On-Going	1	33,422	\$ 33,422	
	DPSS Office Support Supervisor	On-Going	6	217,513	\$ 217,513	
	Office Assistant III	On-Going	20	601,738	\$ 601,738	
	Human Resources Clerk	On-Going	8	279,532	\$ 279,532	
	Supervising Program Specialist	On-Going	2	126,839	\$ 126,839	
	Social Services Worker I	On-Going	1	42,491	\$ 42,491	
	Office Assistant II	On-Going	14	341,473	\$ 341,473	
	Temporary Assistance	On-Going	14	336,977	\$ 336,977	
	Department HR Coordinator	On-Going	1	39,517	\$ 39,517	
	Social Services Worker II	On-Going	10	422,070	\$ 422,070	
	Social Services Worker III	On-Going	6	302,300	\$ 302,300	
	Program Specialist II	On-Going	1	60,356	\$ 60,356	
	Social Services Supervisor II	On-Going	4	296,797	\$ 296,797	
	Social Services Assistant	On-Going	7	183,614	\$ 183,614	
	Research Specialist	On-Going	1	57,499	\$ 57,499	
	Sub Total		107	4,051,527	\$ 4,051,527	
	Admin Benefit & Taxes			1,928,268	\$ 1,928,268	
	Salary Savings			(978,461)	(978,461)	
4	Total Salaries, Benefits and Taxes			\$ 5,001,334	\$ 5,001,334	0.12
Line No.	Item Description	Cost Types				
Operating Costs						
5	Facility (Security & Wiring)	One Time	Direct	-	\$ -	0.0000
6	Facility (Space)	On-Going	Direct	150,060	\$ 150,060	0.0035
7	Workstation Costs	One Time	Direct	1,500	\$ 1,500	0.0000
8	Temporary Help Services	On-Going	Direct	53,760	\$ 53,760	0.0013
9	1-800 Toll Free Services	On-Going	Direct	27,200	\$ 27,200	0.0006
10	Provider Background Checks	On-Going	Direct	50,000	\$ 50,000	0.0012
11	Provider Medical Screenings	On-Going	Direct	38,000	\$ 38,000	0.0009
12	Provider Training Material	On-Going	Direct	11,100	\$ 11,100	0.0003
13	Consultant Fees	On-Going	Direct	-	\$ -	0.0000
14	Registry/Benefit Software Maintenance	On-Going	Direct	-	\$ -	0.0000
15	Staff Training	On-Going	Direct	5,000	\$ 5,000	0.0001
16	Transportation	On-Going	Direct	4,750	\$ 4,750	0.0001
17	Transportation Maintenance	On-Going	Direct	-	\$ -	0.0000
18	Communications-Cell Phone/Blackberry	On-Going	Direct	31,000	\$ 31,000	0.0007
19	Liability Insurance	On-Going	Generic	109,000	\$ 109,000	0.0026
20	Facility Improvements	One Time	Direct	-	\$ -	0.0000
21	Staff Travel	On-Going	Generic	27,000	\$ 27,000	0.0006
22	Transportation (Other)	On-Going	Generic	-	\$ -	0.0000
23	Memberships	On-Going	Generic	17,850	\$ 17,850	0.0004
24	Miscellaneous Expenses	On-Going	Generic	5,976	\$ 5,976	0.0001
25	Books/Publications/Subscriptions	On-Going	Generic	5,000	\$ 5,000	0.0001
26	Office Supplies	On-Going	Generic	32,500	\$ 32,500	0.0008
27	Office Supplies	One Time	Generic	-	\$ -	0.0000
28	Office Equipment	One Time	Direct	84,650	\$ 84,650	0.0020
29	Office Equipment	On-Going	Direct	5,550	\$ 5,550	0.0001
30	Facility Safety Supplies	One Time	Generic	-	\$ -	0.0000
31	Building Maintenance and Supplies	One Time	Direct	-	\$ -	0.0000
32	Postage	On-Going	Generic	35,000	\$ 35,000	0.0008
33	Interpreting/Translating	On-Going	Generic	-	\$ -	0.0000
34	Rent-Lease/Moving Expense	On-Going	Direct	272,308	\$ 272,308	0.0064
35	Storage	On-Going	Generic	-	\$ -	0.0000
36	Provider Recruitment (Advertising)	On-Going	Generic	10,000	\$ 10,000	0.0002
37	PA Staff Recruitment (Advertising)	On-Going	Generic	-	\$ -	0.0000
38	Printing Providers/Consumers recruit. Matl	On-Going	Generic	30,000	\$ 30,000	0.0007
39	PA Printing Services	On-Going	Generic	-	\$ -	0.0000
40	Legal Notices	On-Going	Generic	-	\$ -	0.0000
	Sub-Total			1,007,204	\$ 1,007,204	0.02

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE
 FY 18/19
 Attachment A

Line No.	Item Description		On-Going	Cost Types	Total Budget	Total Services	Total Admin.	Portion of Rate
County Support Services								
41	County Counsel		On-Going	Direct	1,000		\$ 1,000	0.00
42	DPSS IT	One Time		Direct	-		\$ -	-
43	DPSS IT		On-Going	Direct	-		\$ -	-
44	DPSS SDD		On-Going	Direct	-		\$ -	-
45	County Property Svcs Charge		On-Going	Generic	-		\$ -	-
46	County Liability Svcs Charge		On-Going	Generic	-		\$ -	-
47	County Workers' Comp. Charge		On-Going	Direct- Sal/Ben	13,708		\$ 13,708	0.00
48	County Delivery Services		On-Going	Generic	-		\$ -	-
49	County Support Services (CowCap)		On-Going	Generic	-		\$ -	-
50	DPSS Operating Support (Fiscal, Acctg.)		On-Going	Direct	10,000		\$ 10,000	0.00
51	RCIT Device Access & Support		On-Going	Direct	267,562		\$ 267,562	0.01
52	RCIT Physical & Virtual Server Support		On-Going	Direct	55,865		\$ 55,865	0.00
53	County Annual Audit		On-Going	Direct	-		\$ -	-
54	Consultants-Computer Program		On-Going	Direct	31,400		\$ 31,400	0.0007
55	County Personnel (HR)		On-Going	Direct	99,700		\$ 99,700	0.00
56	DPSS Contracting		On-Going	Direct	50,000		\$ 50,000	0.00
57	Indirect Cost Rate Charge		On-Going	Generic	172,000		\$ 172,000	0.00
58	Capital Leases- Computer Equip		On-Going	Direct	-		\$ -	-
59	Equipment-Other (Fixed Asset)	One Time		Direct	-		\$ -	-
	Sub-total				701,235		\$ 701,235	0.02
	Total PA Administrative Budget				\$ 6,709,774		\$ 6,709,774	0.16
	Total PA Budget (Provider and Admin.Costs)				\$ 558,370,794			13.18
	Percentage to Total Budget				98.80%		\$ 0	
Items Included within the PA Admin Budget (No State Financial Participation)								
60	Provider Background Checks		On-Going	Direct	50,000		\$ 50,000	0.0012
61	Provider Medical Screening		On-Going	Direct	38,000		\$ 38,000	0.0009
62	Provider Transportation		On-Going	Direct	-		\$ -	0.0000
	Total Excluded Items				\$ 88,000		\$ 88,000	0.0021
	Total PA Budget (Provider and Admin.Costs) less excluded items				\$ 558,282,794			\$ 13.18

* 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 NARRATIVE
 FY 18/19
 Attachment A

Line No.	Line Item	Item Description	FY 18/19 Budget
1	IP Wages:	Represent 42,370,278 projected annual service hours at a wage of \$11.50 per hour	\$ 487,258,197
2	IP Health Benefits:	Represent 42,370,278 projected annual services hours at a benefit rate of \$.60 per hour	\$ 25,422,167
3	IP Employer Taxes:	Represent 8% of total cost of 42,370,278 annual service hours at \$11.50 per hour	\$ 38,980,656
4	Admin. Salaries and Benefits:	Based on salaries per DPSS-HR, COLA, step increases and benefit ratio	\$ 5,001,334
5	Facilities Improvements	537080 Facilities & Securities Wiring	
6	Facilities-Lease Costs: On-Going	537000 Interfnd Exp-Leases 537080 Utilities Costs estimated at \$3,250 * 12 mos = \$39,000 520820 Janitorial Costs = \$2,500 525320 Security Guard Services = \$5,000	\$ 102,560 \$ 40,000 \$ 2,500 \$ 5,000
7	Workstation/Furniture:	523680 Office Equip Non Fixed As	\$ 1,500
8	Temporaries Svcs:	525500 Salary/Benefit Reimbursement For TAP costs 525340 TAP agency temp services	\$ 53,760 \$ -
9	1-800 Line:	520320 Approx. \$2,000 per mo for 12 months includes AT&T and Quest/Century Link on-going costs 520320 New Substitute Provider Phone Line \$0	\$ 27,200
10	Background Checks:	524580 Background checks - includes all fingerprinting costs for providers	\$ 50,000
11	Provider Medical Screenings:	525100 Provider Medical Screenings Estimate for FY 16/17	\$ 38,000
12	Provider/Consumer Training Mat'l	527860 Provider/Consumer Training Matl. & CPR/FIRST AID 527880 Training-Other \$6,100	\$ 5,000 \$ 6,100
13	Consultant Fees:	525440 Professional services	\$ -
14	Registry Software Maint: On-Going	521640 Maint. & support expenses 521640 Maint. & support expenses for the Health Benefit Packages	\$ - \$ -
15	Staff Training:	528140 Conferences and Registration Fees	\$ 5,000
16	Transportation:	528920 Car Pool Expense - est. usage for county fleet vehicles	\$ 4,750
17		528920	\$ -
18	Communication-Cell Phone:	520230 Employee cell phone usage - Verizon service and hardware 520200 Communications 520250 Communications Equip / Installation 520260 Live Scan Circuit Charges	\$ 17,000 \$ - \$ 8,000 \$ 6,000
19	Liability Insurance:	520930 CSAC Liability estimated Insurance costs= \$109,000 per estimates for 18/19 County Liability Svcs Charge = \$0 estimated	\$ 109,000
20	Facility Improvement: One time	522310 Facility Improvements- (Tenant Improvements).	\$ -
21	Staff Travel	529000 Misc. Travel Expenses (Food, parking, hotel fees, tickets, etc.) 529540 Utilities 529040 Private Mileage Reimbursement \$15,000	\$ 12,000 \$ - \$ 15,000

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE
 FY 18/19
 Attachment A

Line No.	Line Item	Item Description	FY 18/19 Budget
22	Transportation (Other):	529120 Bus Pass	\$ -
23	Membership:	523100 Annual Public Association Membership fees est. for CAPA \$17,850	\$ 17,850
24	Miscellaneous Expenses	523230 Advisory Committee Budget	\$ 5,976
25	Books/Publication/	523620	\$ 5,000
	Subscriptions:	523820 Purchase of subscriptions for providers, and PA staff (Managers intelligence rpts, Nat. Council on Aging, Executive Leader, Nat. Institute of Bus. Mgmt.)	\$ -
26	Office Supplies:	523700 Purchase of Office Supplies	\$ 25,000
	On going	523700 Printer Toners, paper products, copier supplies	\$ -
		527280 Awards/Recognition	\$ 7,500
27	Office Supplies:	523700 Purchase of General office supplies	\$ -
	one-time		
28	Office Equipment:	523640 Estimated Replacement costs for: Computer Equipment- Desk, laptop, projector	\$ 84,650
	one time	523640 Computer Equipment (Fax Machines)	
		523640 Computer/Network Equipment	\$ -
		523640 New Technology Improvement	
		523840 Software Program	\$ -
29	Office Equipment:	521340 Maint- Communications Equip	\$ -
	On going	521360 Maint - Computer Equipment (IT) \$3,050	\$ 3,050
		521380 Maint - Copier Equipment \$2,500	\$ 2,500
30	Facility Safety Supplies:	523700 Facility Disaster/Safety Supplies for the Office	\$ -
31	Building Maint & Supplies:	522310 General maintenance	\$ -
32	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	\$ 35,000
33	Interpreting/Translating:	525440 Translation charges \$0	\$ -
34	Moving Expense	523300 Moving Expense \$1,300	\$ -
		526700 Admin Lease Space with 2.5% increase every year lease is active Costs split between PA and ASD	\$ 272,308
35	Storage	526720 Storage Rental Fees \$0	\$ -
36	Provider Recruitment Advertising:	526420 Newspaper and Recruitment Promotional Items	\$ 10,000
37	PA Staff Recruitment:	526420 Staff Recruitment advertising	\$ -
38	Printing Provider/Consumers recruitment Mat'l	523800 Printing Providers/Consumers recruitment flyer 523800 Printing Providers/Consumers Orientation introduction package	\$ 30,000
39	PA Printing Mat'l	523800 Monthly HB Package Printing for the Providers 523800 Annual Open Enrollment Package Printing 523800 Provider Quarterly and Annual Report for the Board 523800 PA Brochures	\$ -
40	Legal Notices:	526410 Avg. Legal Notice est. at \$111 per hr. (for paralegal svcs)	\$ -
41	County Counsel:	524700 County Council/Deputy services (\$178 per hr for attorneys)	\$ 1,000
42	DPSS IT: One-Time	537090 System and Network Setup Charge	\$ -
43	DPSS IT: On Going	524760 System and Network Maintenance Charge 524820 Engineering Services- installation, removal or modification of telephones	\$ - \$ -

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE
 FY 18/19
 Attachment A

Line No.	Line Item	Item Description	FY 18/19 Budget
44	DPSS SDD	536740 Staff Dev. Officer costs	\$ -
45	County Property Svcs:	520945 County Property Svcs Charge	\$ -
46	County Liability Svcs:	520930 County Liability Svcs Charge	\$ -
47	County Workers' Comp:	517000 County Workers' Comp. Charge (\$654.84*12 = \$7,858)	\$ 13,708
48	County Delivery Svcs.	520270 FY 16/17 Mail Delivery and Central mail Services \$304 per year (est. @ \$152 for two delivery sites)	\$ -
49	County Support Svcs.	524740 County Support Services (CowCap)	\$ -
50	DPSS Operating Support	536740 DPSS IHSS Liason Services (IT, Admin Program) estimate	\$ 10,000
51	RCIT Device Access	525840 RCIT Device Access	\$ 167,035
	RCIT Device Support	525860 RCIT Device Support	\$ 100,527
52	RCIT Physical Server Support	525870 RCIT Physical Server Support	\$ 28,016
	RCIT Virtual Server Support	525880 RCIT Virtual Server Support	\$ 27,849
53	County Annual Audit:	525440 County Annual Audit	\$ -
54	Consultants-Computer Program	524680 Consultants-Computer Program One Call Now & REVA)	\$ 31,400
55	County Personnel:	537090 Co. HR Charges est. at \$86,000	\$ 86,000
		536760 Audit & Acctg (\$469.73 * 26 PPs = \$12,200)	\$ 13,700
56	Interfnd Exp-Prof & Special Svcs	537120 Interfnd Exp-Prof & Special Svcs	\$ 50,000
57	Indirect Cost Rate:	536740 DPSS Indirect Cost Rate charges est. at \$172,000	\$ 172,000
58	Capital Leases- Computer Equip	532660 Facilities-Hardware	\$ -
59	Equipment-Other (Fixed Asset)	546160 Equipment-Other (Fixed Asset)	\$ -
Total PA Budget (Operating Costs)			\$ 1,708,440
Total FY 16/17 PA Budget			\$ 5,001,334
Total FY 18/19 PA Budget			\$ 6,709,774

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
IHSS-PUBLIC AUTHORITY BUDGET AND RATE
FUNDING SUMMARY
FY 18/19
Attachment A

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	IHSS FUNDING RATIO	IHSS SHARE	TOTAL
Total Provider Costs	\$ 551,661,020					
IHSS-Services PCSP	\$ 546,034,077	98.98%	546,034,077	1.02%	5,626,942	
IHSS-Services Non PCSP	\$ 5,626,942					
Pre-MOE						
IHSS Services-Federal Share		50.00%	273,017,039	0%	-	273,017,039
IHSS Services-State Share		32.50%	177,461,075	65%	3,657,513	181,118,588
IHSS Services-County Share		17.50%	95,555,964	35%	1,969,430	97,525,393
Total Providers Costs	\$ 551,661,020	100%	546,034,077	100%	5,626,942	\$ 551,661,020
Total Public Authority Admin. Costs (exclude IP Background Checks & Medical Screening Costs)	\$ 5,584,953					
Public Authority Administration-PCSP	\$ 5,527,986	98.98%	5,527,986	1.02%	56,967	
Public Authority Administration-Non PCSP	\$ 56,967					
Public Authority Administration-Federal Share			2,736,627			2,736,627
Public Authority Administration-State Share			2,560,970		52,265	2,613,235
Public Authority Administration-County Share (MOE)			230,389		4,702	235,091
Public Authority Administration-County Share (overmatch)						
Total Public Authority Admin. Budget (exclude BC & MS)	\$ 5,584,953	0%	5,527,986	0%	56,967	\$ 5,584,953
Total IP Background Checks & Medical Screening Costs	\$ 38,000					
Public Authority Administration-PCSP	\$ 37,612	98.98%	37,612	1.02%	388	
Public Authority Administration-Non PCSP	\$ 388					
Public Authority Administration-Federal Share		50%	18,620			18,620
Public Authority Administration-State Share		0.00%				
Public Authority Administration-County Share (MOE)		0.00%				
Public Authority Administration-County Share (overmatch)		50%	18,992	100%	388	19,380
Total IP Background Checks & Medical Screening Costs	\$ 38,000	100%	37,612	100%	388	\$ 38,000
Sub-Total Including Admin. Budget, IP BC & MS	\$ 5,622,953					
Public Authority Administration-PCSP	\$ 5,565,599	98.98%		1.02%		
Public Authority Administration-Non PCSP	\$ 57,354					
Public Authority Administration-Federal Share			2,755,247			2,755,247
Public Authority Administration-State Share			2,560,970		52,265	2,613,235
Public Authority Administration-County Share (MOE)			230,389		4,702	235,091
Public Authority Administration-County Share (Overmatch)						
Sub-Total	\$ 5,622,953	0%	5,565,599	0%	57,354	\$ 5,622,953

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	IHSS FUNDING RATIO	IHSS SHARE	TOTAL
Total Public Authority Overmatch	\$ 1,086,821					
Public Authority Administration-PCSP	\$ 1,065,085	98.96%	\$ 1,065,085			
Public Authority Administration-Non PCSP	\$ 21,736			1.02%	\$ 21,736	
Public Authority Administration-Federal Share- overmatch						
Public Authority Administration-State Share		50%	\$ 532,542	0.00%	\$ -	\$ 532,542
Public Authority Administration-County Share- MOE		0%	\$ -	0.00%	\$ -	\$ -
Public Authority Administration-County Share - Overmatch		0%	\$ -	0.00%	\$ -	\$ -
Total Public Authority Admin. Budget (exclude BC & MS)- overmatch	\$ 1,086,821	100%	\$ 1,065,085	100.00%	\$ 21,736	\$ 554,279
Composite Ratios						
Public Authority Administration-Federal Share		49.00%	3,287,789			3,287,789
Public Authority Administration-State Share		38.95%	2,560,970	66.1%	52,265	2,613,235
Public Authority Administration-County Share (MOE)		3.50%	230,389	5.9%	4,702	235,091
Public Authority Administration-County Share (Overmatch)		8.55%	551,535	28.0%	22,124	573,659
Total Public Authority Admin. Budget	\$ 6,709,774	100%	\$ 6,630,683	100.00%	\$ 79,091	\$ 6,709,774
Grand Total Providers & Public Authority Admin. Budget	\$ 558,370,794	100%	\$ 552,664,761		\$ 5,706,033	\$ 558,370,794

FY 18/19 PA Total Budget \$ 6,709,774

Funding Source	Ratio	PA Budget within State Allocation	Background Checks & Medical Screening Costs	Overmatch	Total
Fed	4.2%	2,736,627	\$ 18,620	\$ 532,542	\$ 3,287,789
State	0.0%	2,613,235	\$ -	\$ -	\$ 2,613,235
Realignment	0.0%	235,091	\$ -	\$ -	\$ 235,091
County	0.0%	-	\$ 19,380	\$ 554,279	\$ 573,659
Total	4.2%	5,584,953	\$ 38,000	\$ 1,086,821	\$ 6,709,774

Note(s):
The FY 18/19 PA Budget of \$6,709,774 does not include the contracted IHSS/PA MOU amount of \$1,087,146.

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
 FISCAL-MRU
 IHSS-PUBLIC AUTHORITY ESTIMATE EXPENDITURES
 FY 18/19

ATTACHMENT B

Line #	RIFMIS Object Code	Bus. Unit	Fund	Dept ID	Account	Program Code	Description	Projected Amounts
	Salaries and Benefits:							
1	1-1103	PAARC	22800	985101	510040		Regular Salaries	3,242,485
2	1-1999	PAARC	22800	985101	518100		Budgeted Benefit	1,758,850
								5,001,335
	Workers Comp Ins.							
3	1-1801	PAARC	22800	985101	517000		Workers Comp Insurance	13,708
	Appropriation 2							
							Sub-Total	5,015,043
4	2-2070	PAARC	22800	985101	520200		Communications	-
5	2-2072	PAARC	22800	985101	520230		Cellular Phone Service	17,000
6	2-2074	PAARC	22800	985101	520250		Communications Equip / Installation	8,000
7		PAARC	22800	985101	520260		Computer Lines	6,000
8	2-2076	PAARC	22800	985101	520270		County Delivery Service	-
9	2-2081	PAARC	22800	985101	520320		Telephone Service (Includes AT&T & Solidus)	27,200
10	2-2154	PAARC	22800	985101	520820		Janitorial Services	2,500
11	2-2197	PAARC	22800	985101	520930		Insurance - Liability	109,000
12	2-2201	PAARC	22800	985101	520945		Insurance - Property	-
13		PAARC	22800	985101	521340		Maint-Communications Equip	-
14	2-2264	PAARC	22800	985101	521360		Maint - Computer Equipment (IT)	3,050
15	2-2265	PAARC	22800	985101	521380		Maint - Copier Machines	2,500
16	2-2275	PAARC	22800	985101	521500		Maint - Motor Vehicles	-
17	2-2284	PAARC	22800	985101	521640		Maint. Software License (Regis./Benefit/Others)	-
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	5,000
23	2-2463	PAARC	22800	985101	523640		Computer Equipment - (Non Fixed Asset)	84,650
24	2-2465	PAARC	22800	985101	523680		Office Equipment - (Non Fixed Asset)	1,500
25	2-2466	PAARC	22800	985101	523700		Office Supplies	25,000
26	2-2469	PAARC	22800	985101	523760		Postage/Mailing	35,000
27	2-2471	PAARC	22800	985101	523800		Printing/Binding	30,000
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	50,000
31	2-2520	PAARC	22800	985101	524680		Consultants-Computer Program	31,400
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	-
35		PAARC	22800	985101	524760		Data Processing Svcs-IT	-
36	2-2530	PAARC	22800	985101	525100		Provider Medical Screenings	38,000
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	5,000
41	2-2546	PAARC	22800	985101	525340		Temporary Help Services (Agency Temps)	-
42	2-2541	PAARC	22800	985101	525440		Professional Services - Other	-
43	2-2555	PAARC	22800	985101	525500		Salary/Benefit Reimbursement	53,760
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)	10,000
50	2-2683	PAARC	22800	985101	526520		Rent-Lease Copiers	-
51	2-2721	PAARC	22800	985101	526700		Buildings - Rent / Lease	272,308
52	2-2723	PAARC	22800	985101	526720		Rent / Lease-Storage	-
53		PAARC	22800	985101	527280		Awards/Recognition	7,500
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)	5,000
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)	12,000
59	2-2911	PAARC	22800	985101	529040		Private Mileage Reimbursement	15,000
60		PAARC	22800	985101	529120		Transportation	-
61	2-2957	PAARC	22800	985101	529540		Utilities	-
	Appropriation 2							
							Sub-Total	1,220,471

62		PAARC	22800	985101	532640	Capital Lease-Facility (Copiers)	-
63		PAARC	22800	985101	532660	Capital Lease-Other (IT)	-
64	3-3802	PAARC	22800	985101	536740	Interfnd Exp-Admin supt direct	182,000
65		PAARC	22800	985101	536760	Interfnd Exp-Audit & Acctg	13,700
66		PAARC	22800	985101	537000	Interfnd Exp-Leases	102,560
67		PAARC	22800	985101	537080	Interfnd Exp-Misellaneous	40,000
68		PAARC	22800	985101	537090	Interfnd Exp-Personnel Svcs	86,000
				985101	537120	Interfnd Exp-Prof & Special Svcs	50,000
		Appropriation 3				Sub-Total	474,260
69	4-4209	PAARC	22800	985101	546080	Equipment - Computer & Software	-
70	4-4225	PAARC	22800	985101	546160	Equipment - Other (Fixed Asset)	-
		Appropriation 4				Sub-Total	-
		Totals for Appropriation 2, 3, & 4				Sub-Total	1,694,731
		Total Appropriation 1 through 4				Grand Total	\$ 6,709,774

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: Crystal Acha

3/19/18 9:38 AM

RIVERSIDE COUNTY DEPARTMENT OF SOCIAL SERVICES
 FY 1819 IHSS Public Authority Cash Account Projection

Attachment C

Description	FY 1819																
	July	Aug	Sept	Qtr 1	Oct	Nov	Dec	Qtr 2	Jan	Feb	Mar	Qtr 3	Apr	May	Jun	Qtr 4	Year End
Expenditures:																	
-Salaries and Benefits	416,778	416,778	416,778	1,250,334	416,778	416,778	416,778	1,250,334	416,778	416,778	416,778	1,250,334	416,778	416,778	416,778	1,250,334	5,001,334
-Operating Costs	101,706	101,706	101,706	305,118	101,706	101,706	101,706	305,118	101,706	101,706	101,706	305,118	101,706	101,706	101,706	305,118	1,220,471
-County Support Services	40,664	40,664	40,664	121,992	40,664	40,664	40,664	121,992	40,664	40,664	40,664	121,992	40,664	40,664	40,664	121,992	487,968
Total Cash Out	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	6,709,773
Federal			821,947	821,947			821,947	821,947			821,947	821,947			821,947	821,947	3,287,789
State			653,309	653,309			653,309	653,309			653,309	653,309			653,309	653,309	2,613,235
County NCC			202,187	202,187			32,904	32,904									235,091
Fund Balance							169,284	169,284									573,658
Total Cash In			1,677,443	1,677,443			1,677,444	1,677,444				1,677,444			1,677,442	1,677,442	6,709,773
Operating Capital Requirement	559,148	1,118,296	(0)	(0)	559,148	1,118,296	(0)	(0)	559,147	1,118,295	(1)	(1)	559,147	1,118,295	0	0	0
Total Expenditures	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	6,709,773
NCC Transferred In			202,187	202,187			32,904	32,904									235,091
Net Funds Needed	559,148	559,148	356,960	1,475,256	559,148	559,148	526,244	1,710,547	559,148	559,148	559,148	1,677,443	559,148	559,148	559,148	1,677,443	6,474,682
Reimbursement from Federal/State			1,475,256	1,475,256			1,475,256	1,475,256			1,475,256	1,475,256			1,475,256	1,475,256	5,301,024
Fund Balance	559,148	1,118,296	-	-	559,148	1,118,296	169,284	169,284	728,431	1,287,679	371,471	371,471	930,619	1,489,767	573,659	373,658	573,658

Public Authority Special Revenue Fund Cash Statement

Increase/Estimated Revenue	BU	Fund	Dept ID	Account	Description	Projected \$
	PAARC	22800	985101	760000	Fed-Public Assistance Admin Revenue	3,287,789
	PAARC	22800	985101	750300	CA-Public Assistance Admin Revenue	2,613,235
	PAARC	22800	985101	750740	CA-DPSS Reassignment	235,091
Total						6,136,115
Total Estimated Revenue						6,136,115
						573,659
						6,709,774

Decrease in Fund Balance	BU	Fund	Dept ID	Account	Description	Projected \$
	RIVCO	22800	985101	325100	Unreserved Fund Balance	
Total Decrease in Fund Balance						

Total Projection for Public Authority **6,709,774**

- 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 18/19

Projected yearly hours

42,370,278

#	ITEM	BUDGET			SERVICES			ADMIN			Portion of RATE
	Provider Costs										
1	IP Wages = proj yearly hours @ \$11.50 per hr		487,258,197		\$ 487,258,197						11.50
2	IP Employer Taxes @ 8%		38,980,656		\$ 38,980,656						0.92
3	Health Benefits		25,422,167		\$ 25,422,167						0.60
		\$	-								0.00
	Total Provider Costs	\$	551,661,020		\$ 551,661,020						13.02
	Public Authority Administrative costs										
	Salaries & Benefits	\$	5,015,042				\$ 5,015,042				0.1184
	Overhead Expenses	\$	1,694,732				\$ 1,694,732				0.0400
	Total Public Authority Administrative costs	\$	6,709,774				\$ 6,709,774				0.16
	TOTAL	\$			\$				\$		13.18
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.											
			Services Cost		Adm Costs		Total Hours		Total PA Hourly Rate		
	PA Rate	\$	551,661,020	+	\$ 6,709,774.07	/	42,370,278	=	\$		13.18
	Services Rate = Services Cost Divided by Total Hours	\$	551,661,020		\$ -	/	42,370,278	=	\$		13.02
	Admin Rate = Admin Cost Divided by Total Hours	\$			\$ 6,709,774.07	/	42,370,278	=	\$		0.16