

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



**ITEM: 3.24  
(ID # 21672)**

**MEETING DATE:**  
Tuesday, May 02, 2023

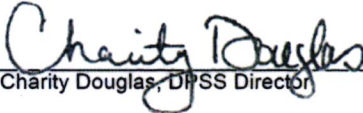
**FROM :** PUBLIC SOCIAL SERVICES:

**SUBJECT:** DEPARTMENT OF PUBLIC SOCIAL SERVICES / IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY: Approve the FY 23/24 Budget for the In-Home Supportive Services Public Authority and Authorize submittal to the State; All Districts. [\$7,217,850 Total Cost; 51.7% Federal, 36.6% State, 0.6% NCC, and 11.1% Other]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the FY 23/24 requested budget for the In-Home Supportive Services Public Authority (Attachment A); and
2. Authorize the Director of the Department of Public Social Services to submit the budget/rate package to the State for approval.

**ACTION:Policy**

  
Charity Douglas, DPSS Director

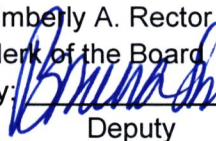
4/12/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Spiegel, Washington, Perez and Gutierrez  
Nays: None  
Absent: None  
Date: May 2, 2023  
xc: DPSS/IHSS

Kimberly A. Rector,  
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
<b>COST</b>	\$7,217,850	\$0	\$0	\$0
<b>NET COUNTY COST</b>	\$45,000	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 51.7% Federal; 36.6% State; 0.6% NCC; 11.1% Other			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 23/24	

**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 23/24, the Governor's January proposed budget includes Public Authority administration funding of approximately \$26.5 million. The FY 23/24 PA administrative state allocation for Riverside County is estimated to be maintained at the FY 22/23 funded level at \$2,644,676. The overall total estimated PA administrative budget will be \$7,217,850. This includes federal funding of \$3,731,457, state funding of \$2,644,676, NCC funding of \$45,000, and one-time PA fund balance utilization of \$796,717. The NCC request was approved by the Board of Supervisors on February 7, 2023 via agenda item 3.34 and the final Memorandum of Understanding with United Domestic Workers (UDW) was approved on February 28, 2023 via agenda item 3.25.

The overall PA budget supports staffing level of 63 permanent full-time employees (FTEs) in FY 23/24. 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 June. The PA is committed to maintaining quality core services in response to IHSS caseload growth while accommodating continuous quality measures and state-mandated initiatives in FY 23/24, which include the following:

- Continue to maintain and expand the provider back up system;
- Manage and match the growing number of recipients requesting caregivers;
- Enhance and expand caregiver training opportunities, including those established by Career Pathways.

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

In order to maintain core services and respond to IHSS case needs, the proposed budget for FY 23/24 is estimated to be \$7,217,850, a net increase of \$703,078 when compared to the approved FY 22/23 PA budget.

The overall administrative rate for FY 23/24 is \$0.14 per hour, which is a \$.01 increase from the FY 22/23 approved PA administrative rate. The proposed budget includes the use of \$796,717 from the PA fund balance.

**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	51.7%
State	36.6%
Other (Fund Balance)	11.1%
NCC	0.6%
<hr/>	
TOTAL	100%

**ATTACHMENTS:**

Attachment A - IHSS Public Authority Budget and Rate Summary

Attachment B - IHSS Public Authority Cash and Fund Balance Projection

  
Brian Lantajo, Principal Management Analyst 4/26/2023

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS PUBLIC AUTHORITY BUDGET AND RATE  
 FUNDING SUMMARY  
 FY 23/24  
 Attachment A

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	NON-PCSP FUNDING RATIO	NON-PCSP SHARE	TOTAL
<b>Total IHSS Provider Costs</b>	\$ 961,750,000					
IHSS Services - Personal Care Services Program (PCSP)	\$ 942,900,790	98.04%	\$ 942,900,790			
IHSS Services - Non-PCSP	\$ 18,849,210			1.96%	\$ 18,849,210	
<b>Pre-MOE</b>						
IHSS Services - Federal Share		48.93%	\$ 461,335,636	0.00%	\$ -	\$ 461,335,636
IHSS Services - State Share		40.60%	\$ 382,771,196	65.00%	\$ 12,251,986	\$ 395,023,182
IHSS Services - County Share		10.48%	\$ 98,793,958	35.00%	\$ 6,597,223	\$ 105,391,181
<b>Total IHSS Provider Costs</b>	\$ 961,750,000	100.00%	\$ 942,900,790	100.00%	\$ 18,849,210	\$ 961,750,000
<b>Public Authority Administration Costs - Within State Allocation</b>	\$ 5,208,694					
<b>(excluding Provider Background Checks &amp; Medical Screening Costs)</b>						
Public Authority Administration - PCSP	\$ 5,106,609	98.04%	\$ 5,106,609			
Public Authority Administration - Non-PCSP	\$ 102,084			1.96%	\$ 102,084	
Public Authority Administration - Federal Share		45.00%	\$ 2,564,018	0.00%	\$ -	\$ 2,564,018
Public Authority Administration - State Share		55.00%	\$ 2,542,592	100.00%	\$ 102,084	\$ 2,644,676
Public Authority Administration - Fund Balance Share		0.00%	\$ -	0.00%	\$ -	\$ -
<b>Public Authority Administration Costs - Within State Allocation</b>	\$ 5,208,694	100.00%	\$ 5,106,609	100.00%	\$ 102,084	\$ 5,208,694
<b>Public Authority Overmatch - Costs Exceeding State Allocation</b>	\$ 1,490,356					
<b>(excluding Provider Background Checks &amp; Medical Screening Costs)</b>						
Public Authority Administration - PCSP	\$ 1,461,147	98.04%	\$ 1,461,147			
Public Authority Administration - Non-PCSP	\$ 29,209			1.96%	\$ 29,209	
Public Authority Administration - Federal Share		45.00%	\$ 657,516	0.00%	\$ -	\$ 657,516
Public Authority Administration - State Share		0.00%	\$ -		\$ -	\$ -
Public Authority Administration - Fund Balance Share		55.00%	\$ 803,631	100.00%	\$ 29,209	\$ 832,840
<b>Public Authority Overmatch - Over State Allocation</b>	\$ 1,490,356	100.00%	\$ 1,461,147	100.00%	\$ 29,209	\$ 1,490,356
<b>Provider Background Checks &amp; Medical Screening Costs</b>	\$ 40,000.00					
<b>(not eligible for Federal or State funding)</b>						
Public Authority Administration - PCSP	\$ 39,216	98.04%	\$ 39,216			
Public Authority Administration - Non-PCSP	\$ 784			1.96%	\$ 784	
Public Authority Administration - Federal Share		0.00%	\$ -	0.00%	\$ -	\$ -
Public Authority Administration - State Share		0.00%	\$ -	0.00%	\$ -	\$ -
Public Authority Administration - Fund Balance Share		100.00%	\$ 39,216	100.00%	\$ 784	\$ 40,000
<b>Provider Background Checks &amp; Medical Screening Costs</b>	\$ 40,000	100.00%	\$ 39,216	100.00%	\$ 784	\$ 40,000

49.23%  
50.77%

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	NON-PCSP FUNDING RATIO	NON-PCSP SHARE	TOTAL
<b>Other Fed and County Costs - Carrer Pathway</b>	\$ 388,800					
Public Authority Administration - PCSP	\$ 381,180	98.04%	\$ 381,180			
Public Authority Administration - Non-PCSP	\$ 7,620			1.96%	\$ 7,620	
Public Authority Administration - Federal Share		100.00%	\$ 381,180	100.00%	\$ 7,620	\$ 388,800
Public Authority Administration - State Share		0.00%	\$ -		\$ -	\$ -
Public Authority Administration - Fund Balance Share		0.00%	\$ -	0.00%	\$ -	\$ -
<b>Public Authority Overmatch - Over State Allocation</b>	\$ 388,800	100.00%	\$ 381,180	100.00%	\$ 7,620	\$ 388,800
<b>Other Fed and County Costs - PPE &amp; Union Stewards</b>	\$ 90,000					
Public Authority Administration - PCSP	\$ 88,236	98.04%	\$ 88,236			
Public Authority Administration - Non-PCSP	\$ 1,764			1.96%	\$ 1,764	
Public Authority Administration - Federal Share		50.00%	\$ 44,118	50.00%	\$ 882	\$ 45,000
Public Authority Administration - State Share		0.00%	\$ -		\$ -	\$ -
Public Authority Administration - NCC		50.00%	\$ 44,118	50.00%	\$ 882	\$ 45,000
Public Authority Administration - Fund Balance Share		0.00%	\$ -		\$ -	\$ -
<b>Public Authority Overmatch - Over State Allocation</b>	\$ 90,000	100.00%	\$ 88,236	100.00%	\$ 1,764	\$ 90,000
		<b>Composite Ratios</b>		<b>Composite Ratios</b>		
Public Authority Administration - Federal Share		51.54%	\$ 3,646,832	6.01%	\$ 8,502	\$ 3,655,334
Public Authority Administration - State Share		35.93%	\$ 2,542,592	72.16%	\$ 102,084	\$ 2,644,676
Public Authority Administration - NCC		0.62%	\$ 44,118	0.62%	\$ 882	\$ 45,000
Public Authority Administration - Fund Balance Share		11.91%	\$ 842,847	21.20%	\$ 29,993	\$ 872,840
<b>Total Public Authority Administration Budget</b>	\$ 7,217,850	100.00%	\$ 7,076,388	100.00%	\$ 141,462	\$ 7,217,850
		<b>Composite Ratios</b>		<b>Composite Ratios</b>		
Public Authority Administration - Federal Share		48.93%	\$ 464,982,468	0.04%	\$ 8,502	\$ 464,990,970
Public Authority Administration - State Share		40.60%	\$ 385,313,788	65.05%	\$ 12,354,071	\$ 397,667,858
Public Authority Administration - NCC			\$ 44,118		\$ 882	\$ 45,000
Public Authority Administration - Fund Balance Share		10.48%	\$ 99,636,805	34.90%	\$ 6,627,217	\$ 106,264,021
<b>Grand Total - IHSS Provider &amp; Public Authority Administration Budget</b>	\$ 968,967,850	100.00%	\$ 949,977,179	100.00%	\$ 18,990,671	\$ 968,967,850

**FY 2324 Public Authority Administration Budget**

Funding Source	Ratio	PA Budget Within State Allocation	Background Checks & Medical Screening Costs	PPE & Union Steward	Career Pathways	Overmatch	Total
Federal	49.2%	\$ 2,564,018	\$ -	\$ 45,000	\$ 388,800	\$ 733,639	\$ 3,731,457
State	50.8%	\$ 2,644,676	\$ -	\$ -	\$ -	\$ -	\$ 2,644,676
NCC				\$ 45,000			\$ 45,000
Fund Balance		\$ -	\$ 40,000	\$ -	\$ -	\$ 756,717	\$ 796,717
<b>Total</b>	<b>100.0%</b>	<b>\$ 5,208,694</b>	<b>\$ 40,000</b>	<b>\$ 90,000</b>	<b>\$ 388,800</b>	<b>\$ 1,490,356</b>	<b>\$ 7,217,850</b>

850000

75000

\$ 8,142,850

**Note:**

The FY 23/24 PA Budget of \$7,217,850 does not include the contracted IHSS/PA MOU, BUS. IEHP amounts of \$925,000.

Prepared by: Jewels Caldera

Prepared Date: 3/15/2023

**RIVERSIDE COUNTY DEPARTMENT OF SOCIAL SERVICES  
FY 23/24 IHSS PUBLIC AUTHORITY CASH & FUND BALANCE PROJECTION  
ATTACHMENT B**

FY 23/24 Cash Flow Projection																	
Description	July	Aug	Sept	Qtr 1	Oct	Nov	Dec	Qtr 2	Jan	Feb	Mar	Qtr 3	Apr	May	Jun	Qtr 4	FY 23/24 Total
<b>Expenditures:</b>																	
Salaries and Benefits	(397,680)	(397,680)	(397,680)	(1,193,041)	(415,757)	(415,757)	(415,757)	(1,242,270)	(469,986)	(469,986)	(469,986)	(1,409,957)	(524,215)	(524,215)	(524,215)	(1,572,645)	(5,422,913)
Operating Costs	(75,368)	(75,368)	(75,368)	(226,105)	(78,794)	(78,794)	(78,794)	(236,383)	(89,072)	(89,072)	(89,072)	(267,215)	(99,349)	(99,349)	(99,349)	(298,048)	(1,027,751)
County Support Services	(18,215)	(18,215)	(18,215)	(54,645)	(19,043)	(19,043)	(19,043)	(57,129)	(21,527)	(21,527)	(21,527)	(64,580)	(24,011)	(24,011)	(24,011)	(72,032)	(248,386)
BUS Services	(5,500)	(5,500)	(5,500)	(16,500)	(5,750)	(5,750)	(5,750)	(17,250)	(6,500)	(6,500)	(6,500)	(19,500)	(7,250)	(7,250)	(7,250)	(21,750)	(75,000)
IHSS MOU	(62,333)	(62,333)	(62,333)	(187,000)	(65,167)	(65,167)	(65,167)	(195,500)	(73,667)	(73,667)	(73,667)	(221,000)	(82,167)	(82,167)	(82,167)	(246,500)	(850,000)
PPE and Union Stewards	(6,600)	(6,600)	(6,600)	(19,800)	(6,900)	(6,900)	(6,900)	(20,700)	(7,800)	(7,800)	(7,800)	(23,400)	(8,700)	(8,700)	(8,700)	(26,100)	(90,000)
Career Pathways Costs	(28,512)	(28,512)	(28,512)	(85,536)	(29,808)	(29,808)	(29,808)	(89,424)	(33,696)	(33,696)	(33,696)	(101,088)	(37,584)	(37,584)	(37,584)	(112,752)	(388,800)
County Funded Background Checks	(2,933)	(2,933)	(2,933)	(8,800)	(3,067)	(3,067)	(3,067)	(9,200)	(3,467)	(3,467)	(3,467)	(10,400)	(3,867)	(3,867)	(3,867)	(11,600)	(40,000)
<b>Total Cash Out</b>	<b>(597,142)</b>	<b>(597,142)</b>	<b>(597,142)</b>	<b>(1,791,427)</b>	<b>(624,285)</b>	<b>(624,285)</b>	<b>(624,285)</b>	<b>(1,872,856)</b>	<b>(705,714)</b>	<b>(705,714)</b>	<b>(705,714)</b>	<b>(2,117,141)</b>	<b>(787,142)</b>	<b>(787,142)</b>	<b>(787,142)</b>	<b>(2,361,427)</b>	<b>(8,142,850)</b>
<b>Revenue:</b>																	
Federal Reimbursement	-	-	820,921	820,921	-	-	858,235	858,235	-	-	970,179	970,179	-	-	1,082,123	1,082,123	3,731,457
State Reimbursement- PA Admin	-	-	581,829	581,829	-	-	608,275	608,275	-	-	687,616	687,616	-	-	766,956	766,956	2,644,676
State Reimbursement - BUS	-	-	16,500	16,500	-	-	17,250	17,250	-	-	19,500	19,500	-	-	21,750	21,750	75,000
Interfnd -Miscellaneous	-	-	187,000	187,000	-	-	195,500	195,500	-	-	221,000	221,000	-	-	246,500	246,500	850,000
County NCC	-	-	9,900	9,900	-	-	10,350	10,350	-	-	11,700	11,700	-	-	13,050	13,050	45,000
<b>Total Cash In</b>	<b>-</b>	<b>-</b>	<b>1,616,149</b>	<b>1,616,149</b>	<b>-</b>	<b>-</b>	<b>1,689,611</b>	<b>1,689,611</b>	<b>-</b>	<b>-</b>	<b>1,909,995</b>	<b>1,909,995</b>	<b>-</b>	<b>-</b>	<b>2,130,379</b>	<b>2,130,379</b>	<b>7,346,133</b>
<b>Fund Balance Decrease/(Increase)</b>	<b>(597,142)</b>	<b>(597,142)</b>	<b>1,019,007</b>	<b>(175,278)</b>	<b>(624,285)</b>	<b>(624,285)</b>	<b>1,065,325</b>	<b>(183,245)</b>	<b>(705,714)</b>	<b>(705,714)</b>	<b>1,204,281</b>	<b>(207,146)</b>	<b>(787,142)</b>	<b>(787,142)</b>	<b>1,343,236</b>	<b>(231,048)</b>	<b>(796,717)</b>
<b>Operating Capital Requirement</b>	<b>(597,142)</b>	<b>(1,194,285)</b>	<b>(175,278)</b>	<b>(175,278)</b>	<b>(799,563)</b>	<b>(1,423,848)</b>	<b>(358,523)</b>	<b>(358,523)</b>	<b>(1,064,236)</b>	<b>(1,769,950)</b>	<b>(565,669)</b>	<b>(565,669)</b>	<b>(1,352,811)</b>	<b>(2,139,953)</b>	<b>(796,717)</b>	<b>(796,717)</b>	<b>(796,717)</b>
																	<b>8,142,850</b>

FY 21/22 Fund Balance Projection																		
Description	Beginning Balance	July	Aug	Sept	Qtr 1	Oct	Nov	Dec	Qtr 2	Jan	Feb	Mar	Qtr 3	Apr	May	Jun	Qtr 4	FY 23/24 Total
<b>Net Funds Needed</b>		(597,142)	(597,142)	(597,142)	(1,791,427)	(624,285)	(624,285)	(624,285)	(1,872,856)	(705,714)	(705,714)	(705,714)	(2,117,141)	(787,142)	(787,142)	(787,142)	(2,361,427)	(8,142,850)
Federal & State Reimbursement	-	-	-	1,419,249	1,419,249	-	-	1,483,761	1,483,761	-	-	1,677,295	1,677,295	-	-	1,870,829	1,870,829	6,451,133
Interfnd -Miscellaneous	-	-	-	187,000	187,000	-	-	195,500	195,500	-	-	221,000	221,000	-	-	246,500	246,500	850,000
NCC	-	-	-	9,900	9,900	-	-	10,350	10,350	-	-	11,700	11,700	-	-	13,050	13,050	45,000
<b>Fund Balance Increase/(Decrease)</b>		(597,142)	(597,142)	1,019,007	(175,278)	(624,285)	(624,285)	1,065,325	(183,245)	(705,714)	(705,714)	1,204,281	(207,146)	(787,142)	(787,142)	1,343,236	(231,048)	(796,717)
<b>Total Fund Balance</b>	<b>1,217,971</b>	<b>620,829</b>	<b>23,686</b>	<b>1,042,693</b>	<b>1,042,693</b>	<b>418,408</b>	<b>(205,877)</b>	<b>859,448</b>	<b>859,448</b>	<b>153,735</b>	<b>(551,979)</b>	<b>652,302</b>	<b>652,302</b>	<b>(134,840)</b>	<b>(921,982)</b>	<b>421,254</b>	<b>421,254</b>	<b>421,254</b>

**Public Authority Special Revenue Fund (22800)**

Decrease in Fund Balance	Fund	Dept ID	Account	Description	Projected \$\$
	22800	985101	370100	Unassigned Fund Balance - Projected FY 23/24 Beginning Balance	1,217,971
	22800	985101	370100	Unassigned Fund Balance - Projected FY 23/24 Decrease in Fund Balance	(796,717)
	22800	985101	370100	Unassigned Fund Balance - Projected FY 23/24 Ending Balance	421,254

Total Projection for Public Authority	Fund	Dept ID	Account	Description	Projected \$\$
	22800	985101	5xxxxx	Total Expenditures	(8,142,850)
	22800	985101	760000	Fed-Public Assistance Admin Revenue	3,731,457
	22800	985101	750300	CA-Public Assistance Admin Revenue	2,644,676
	22800	985101	370100	Unassigned Fund Balance - Used to Pay Expenditures	796,717
	22800	985101	780000	BUS	45,000
	22800	985101		NCC	45,000
				Fund Balance	850,000
					-

**Note:**  
Because claims are submitted on a quarterly basis, there is an estimated delay of up to two months for reimbursement from the State.