

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



ITEM: 10.2
(ID # 28116)

MEETING DATE:
Tuesday, June 24, 2025

FROM : IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

SUBJECT: IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY: Approve the FY 25/26 Budget for the In-Home Supportive Services Public Authority and Authorize submittal to the State; All Districts. [\$9,016,744 Total Cost; 43% Federal, 32% State, 6% General Funds, and 19% Other.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the FY 25/26 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: Consent

David Dai 6/4/2025

MINUTES OF THE BOARD OF DIRECTORS

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

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: June 24, 2025
xc: IHSS-Public Authority

Kimberly A. Rector
Clerk of the Board
By:

Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 9,016,744	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 534,045	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 43% Federal; 32% State; 6% General Funds; 19% Other			Budget Adjustment: No	
			For Fiscal Year: 25/26	

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 25/26, the Governor's January proposed budget includes Public Authority administration funding of approximately \$35.9 million. The FY 25/26 PA administrative state allocation for Riverside County is estimated to be \$2,857,270. The overall total estimated PA administrative budget will be \$9,016,744. This includes federal funding of \$3,889,539, state funding of \$2,857,270, General funding of \$534,045, interfund funding of \$1,035,310 and one-time PA fund balance utilization of \$700,580. The General request is part of the recommended budget that will be presented to the Board of Supervisors on June 10, 2025.

The overall PA budget supports the staffing level of 63 permanent full-time employees (FTEs) in FY 25/26. 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 25/26, 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

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In order to maintain core services and respond to IHSS case needs, the proposed budget for FY 25/26 is estimated to be \$9,016,744, the same as the approved FY 24/25 PA budget.

The overall administrative rate for FY 25/26 is \$0.14 per hour, which remains the same as the FY 24/25 approved PA administrative rate. The proposed budget includes the use of \$393,779 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	43%
State	32%
Other (Fund Balance)	19%
<u>General Funds</u>	<u>6%</u>
TOTAL	100%

ATTACHMENTS:

- Attachment A - IHSS Public Authority Budget Package
- Attachment B - IHSS Public Authority Chart of Accounts
- Attachment C – IHSS Public Authority Cash & Fund Balance Projection


Stacey Pena, EO Management Analyst 6/17/2025

**RIVERSIDE COUNTY DEPARTMENT OF SOCIAL SERVICES
FY 25/26 IHSS PUBLIC AUTHORITY CASH & FUND BALANCE PROJECTION
ATTACHMENT C**

FY 25/26 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 24/25 Total
Expenditures:																	
Salaries and Benefits	(441,944)	(441,944)	(441,944)	(1,325,831)	(462,032)	(462,032)	(462,032)	(1,386,096)	(522,297)	(522,297)	(522,297)	(1,566,891)	(582,562)	(582,562)	(582,562)	(1,747,686)	(6,026,504)
Operating Costs	(91,797)	(91,797)	(91,797)	(275,390)	(95,969)	(95,969)	(95,969)	(287,908)	(108,487)	(108,487)	(108,487)	(325,461)	(121,005)	(121,005)	(121,005)	(363,014)	(1,251,772)
County Support Services	(26,623)	(26,623)	(26,623)	(79,870)	(27,834)	(27,834)	(27,834)	(83,501)	(31,464)	(31,464)	(31,464)	(94,392)	(35,094)	(35,094)	(35,094)	(105,283)	(363,046)
BUS Services	(13,659)	(13,659)	(13,659)	(40,976)	(14,280)	(14,280)	(14,280)	(42,839)	(16,142)	(16,142)	(16,142)	(48,427)	(18,005)	(18,005)	(18,005)	(54,014)	(186,256)
IHSS MOU	(75,923)	(75,923)	(75,923)	(227,768)	(79,374)	(79,374)	(79,374)	(238,121)	(89,727)	(89,727)	(89,727)	(269,181)	(100,080)	(100,080)	(100,080)	(300,240)	(1,035,310)
PPE and Union Stewards	(5,416)	(5,416)	(5,416)	(16,248)	(5,662)	(5,662)	(5,662)	(16,987)	(6,401)	(6,401)	(6,401)	(19,203)	(7,139)	(7,139)	(7,139)	(21,418)	(73,856)
County Funded Background Checks	(5,867)	(5,867)	(5,867)	(17,600)	(6,133)	(6,133)	(6,133)	(18,400)	(6,933)	(6,933)	(6,933)	(20,800)	(7,733)	(7,733)	(7,733)	(23,200)	(80,000)
Total Cash Out	(661,228)	(661,228)	(661,228)	(1,983,684)	(691,284)	(691,284)	(691,284)	(2,073,851)	(781,451)	(781,451)	(781,451)	(2,344,353)	(871,619)	(871,619)	(871,619)	(2,614,856)	(9,016,744)
Revenue:																	
Federal Reimbursement	-	-	855,699	855,699	-	-	894,594	894,594	-	-	1,011,280	1,011,280	-	-	1,127,966	1,127,966	3,889,539
State Reimbursement- PA Admin	-	-	607,794	607,794	-	-	635,421	635,421	-	-	718,302	718,302	-	-	801,183	801,183	2,762,700
State Reimbursement - BUS	-	-	20,805	20,805	-	-	21,751	21,751	-	-	24,588	24,588	-	-	27,425	27,425	94,570
Interfnd -Miscellaneous	-	-	227,768	227,768	-	-	238,121	238,121	-	-	269,181	269,181	-	-	300,240	300,240	1,035,310
County NCC	-	-	117,490	117,490	-	-	122,830	122,830	-	-	138,852	138,852	-	-	154,873	154,873	534,045
Total Cash In	-	-	1,829,556	1,829,556	-	-	1,912,718	1,912,718	-	-	2,162,203	2,162,203	-	-	2,411,688	2,411,688	8,316,164
Fund Balance Decrease/(Increase)	(661,228)	(661,228)	(1,168,328)	(154,128)	(691,284)	(691,284)	(1,221,434)	(161,133)	(781,451)	(781,451)	(1,380,751)	(182,151)	(871,619)	(871,619)	(1,540,069)	(203,168)	(700,580)
Operating Capital Requirement	(661,228)	(1,322,456)	(154,128)	(154,128)	(845,411)	(1,536,695)	(315,261)	(315,261)	(1,096,712)	(1,878,163)	(497,412)	(497,412)	(1,369,030)	(2,240,649)	(700,580)	(700,580)	(700,580)
9,016,744																	

FY 24/25 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 24/25 Total
Net Funds Needed		(661,228)	(661,228)	(661,228)	(1,983,684)	(691,284)	(691,284)	(691,284)	(2,073,851)	(781,451)	(781,451)	(781,451)	(2,344,353)	(871,619)	(871,619)	(871,619)	(2,614,856)	(9,016,744)
Federal & State Reimbursement	-	-	1,484,298	1,484,298	1,551,766	-	-	1,551,766	1,551,766	-	-	1,754,170	1,754,170	-	-	1,956,575	1,956,575	6,746,809
Interfnd -Miscellaneous	-	-	227,768	227,768	227,768	-	-	238,121	238,121	-	-	269,181	269,181	-	-	300,240	300,240	1,035,310
NCC	-	-	117,490	117,490	117,490	-	-	122,830	122,830	-	-	138,852	138,852	-	-	154,873	154,873	534,045
Fund Balance Increase/(Decrease)		(661,228)	(661,228)	1,168,328	(154,128)	(691,284)	(691,284)	1,221,434	(161,133)	(781,451)	(781,451)	1,380,751	(182,151)	(871,619)	(871,619)	1,540,069	(203,168)	(700,580)
Total Fund Balance	393,779	(267,449)	(928,677)	239,651	239,651	(451,632)	(1,142,916)	78,518	78,518	(702,933)	(1,484,384)	(103,633)	(103,633)	(975,251)	(1,846,870)	(306,801)	(306,801)	(306,801)

Public Authority Special Revenue Fund (22800)

Decrease in Fund Balance	Fund	Dept ID	Account	Description	Projected \$\$
	22800	985101	370100	Unassigned Fund Balance - Projected FY 25/26 Beginning Balance	393,779
	22800	985101	370100	Unassigned Fund Balance - Projected FY 25/26 Decrease in Fund Balance	(700,580)
	22800	985101	370100	Unassigned Fund Balance - Projected FY 25/26 Ending Balance	(306,801)

Total Projection for Public Authority	Fund	Dept ID	Account	Description	Projected \$\$
	22800	985101	5xxxxx	Total Expenditures	(9,016,744)
	22800	985101	760000	Fed-Public Assistance Admin Revenue	3,797,853
	22800	985101	750300	CA-Public Assistance Admin Revenue	2,762,700
	22800	985101	778200	Interfnd -Miscellaneous	1,035,310
	22800	985101	780000	BUS	186,256
	22800	985101		NCC	534,045
				Fund Balance	700,580
					(0.00)

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

**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
FINANCE AND FORECASTING DIVISION - MANAGEMENT REPORTING UNIT
IHSS PUBLIC AUTHORITY ESTIMATED EXPENDITURES**

Department ID 985101

Fund 22800

FY 25/26

ATTACHMENT B

Line #	Bus. Unit	Fund	Dept ID	Account	Program Code	Description	Projected Amounts
Salaries and Benefits							
1	PAARC	22800	985101	510040		Regular Salaries	4,306,988
2	PAARC	22800	985101	510200		Payoff Permanent-Seasonal	50,000
3	PAARC	22800	985101	510320		Temporary Salaries	150,000
4	PAARC	22800	985101	510420		Overtime	100,000
5	PAARC	22800	985101	510500		Standby Pay	75,000
6	PAARC	22800	985101	510520		Bilingual Pay	40,000
7	PAARC	22800	985101	518120		SEIU Pension Plan	3,000
8	PAARC	22800	985101	518160		Educational Support Program	10,000
9	PAARC	22800	985101	518100		Budgeted Benefits	2,513,082
							7,248,070
Workers Compensation Insurance							
10	PAARC	22800	985101	517000		Workers Compensation Insurance	89,606
Appropriation 1							
						Sub-Total	7,337,676
11	PAARC	22800	985101	520105		Protective Gear (PPE)	50,000
12	PAARC	22800	985101	520230		Cellular Phone Service	60,000
13	PAARC	22800	985101	520260		Computer Lines	7,200
14	PAARC	22800	985101	520320		Telephone Service	7,200
15	PAARC	22800	985101	520820		Janitorial Services	1,000
16	PAARC	22800	985101	520940		Insurance - Other	300,000
17	PAARC	22800	985101	521360		Maintenance - Computer Equipment	1,000
18	PAARC	22800	985101	521380		Maintenance - Copier Machines	1,500
19	PAARC	22800	985101	522310		Maint-Building and Improvement	1,000
20	PAARC	22800	985101	523100		Memberships	36,000
21	PAARC	22800	985101	523230		Miscellaneous Expense (Advisory Committee)	5,976
22	PAARC	22800	985101	523620		Books and Publications	500
23	PAARC	22800	985101	523640		Computer Equipment - Non Fixed Assets	49,360
24	PAARC	22800	985101	523680		Office Equipment - Non Fixed Assets	1,000
25	PAARC	22800	985101	523700		Office Supplies	8,000
26	PAARC	22800	985101	523800		Printing / Binding	2,000
27	PAARC	22800	985101	523840		Computer Equipment - Software	5,000
28	PAARC	22800	985101	524580		Background - Reference Service	1,000
29	PAARC	22800	985101	524680		Consultants - Computer Programs	120,000
30	PAARC	22800	985101	524920		Health/Hospital Services	2,000
31	PAARC	22800	985101	525100		Medical - Lab Services (Provider Medical Screenings)	80,000
32	PAARC	22800	985101	525180		Personnel Services	72,148
33	PAARC	22800	985101	525320		Security Guard Services	5,000
34	PAARC	22800	985101	525820		RCIT Pass-Thru Support	1,358
35	PAARC	22800	985101	525840		RCIT Device Access	286,548
36	PAARC	22800	985101	526420		Advertising (Provider / Staff Recruitment)	30,000
37	PAARC	22800	985101	526700		Buildings - Rent / Lease	180,400
38	PAARC	22800	985101	527280		Awards / Recognition	1,000
39	PAARC	22800	985101	527690		Fleet Services - ISF Costs	13,438
40	PAARC	22800	985101	527730		Shipping Supplies	10,000
41	PAARC	22800	985101	527860		Training - Materials	500
42	PAARC	22800	985101	527880		Training - Other	55,000
43	PAARC	22800	985101	528140		Conference and Registration Fees	2,000
44	PAARC	22800	985101	529000		Miscellaneous Travel Expenses	5,000
45	PAARC	22800	985101	529040		Private Mileage Reimbursement	3,500
Appropriation 2							
						Sub-Total	1,405,628
46	PAARC	22800	985101	536740		Interfund Expenditures - Admin Support (Indirect)	160,000
47	PAARC	22800	985101	536761		Interfund Exp-Payroll Services	10,633
48	PAARC	22800	985101	537020		Interfund Exp-Legal Services ISF	2,307
49	PAARC	22800	985101	537080		Interfund Exp-Miscellaneous	5,500
51	PAARC	22800	985101	537120		Interfund Expenditures - Professional & Special Services	60,000
52	PAARC	22800	985101	537240		Interfund Exp-Utilities	20,000
Appropriation 3							
						Sub-Total	258,440
54	PAARC	22800	985101	546160		Equipment-Other	15,000
Appropriation 4							
						Sub-Total	15,000
Totals for Appropriation 2, 3, & 4							
						Sub-Total	1,679,068
Grand Total							
							\$ 9,016,744

**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
IHSS PUBLIC AUTHORITY BUDGET AND RATE SUMMARY**

FY 25/26

Attachment A

Line No.	Item Description		Total Budget	Portion of Rate
Provider Costs				
1	IP Wages @ 65,000,000 projected hours @ \$18.50 per hour		\$ 1,202,500,000	18.50
2	IP Benefit @ \$0.71 per hour		\$ 46,150,000	0.71
3	IP Employer Tax @ 8%		\$ 96,200,000	1.48
4	Life Insurance		\$ 1,950,000	0.03
	Total Provider Costs		\$ 1,346,800,000	20.72
Line No.	Item Description	FTE	Salaries	
Administrative Salaries and Benefits				
	ADMIN SVCS ANALYST II	2	\$ 156,879	
	ADMIN SVCS ASST	2	\$ 134,892	
	ADMIN SVCS SUPV	2	\$ 154,969	
	COMMUNITY PROGRAM SPEC II	3	\$ 189,896	
	EXECUTIVE ASSISTANT II	1	\$ 60,957	
	HUMAN RESOURCES CLERK	1	\$ 54,520	
	IHSS PUB AUTHORITY EXEC DIR	1	\$ 160,328	
	OFFICE ASSISTANT III	13	\$ 696,999	
	REGIONAL MGR, SOCIAL SERVICES	1	\$ 134,817	
	SOCIAL SERVICES ASSISTANT	4	\$ 176,241	
	SOCIAL SVCS PRACTITIONER II	23	\$ 1,488,365	
	SOCIAL SVCS PRACTITIONER III	3	\$ 241,611	
	SOCIAL SVCS SUPERVISOR II	4	\$ 465,658	
	SR HUMAN RESOURCES CLERK	1	\$ 49,981	
	SUPV DPSS PROGRAM SPECIALIST	2	\$ 140,875	
	Sub Total	63	\$ 4,306,988	
	Overtime/Payoff/ Temp/Standby/Bilingual Pay/SEIU Pension/ Educational Support		\$ 428,000	
	Benefits		\$ 2,513,082	
5	Total Salaries, Benefits, and Taxes		\$ 7,248,070	0.1115
Line No.	Item Description			
Operating Costs				
6	Utilities		\$ 20,000	0.0003
7	Workstation Costs		\$ 16,000	0.0002
8	Telephone Service		\$ 7,200	0.0001
9	Provider Background Checks		\$ 1,000	0.0000
10	Provider Medical Screenings		\$ 80,000	0.0012
11	Provider and Staff Training		\$ 55,500	0.0009
12	Protective Gear (PPE)		\$ 50,000	0.0008
13	Health/Hospital Services		\$ 2,000	0.0000
14	Conference and Registration Fees		\$ 2,000	0.0000
15	County Fleet Vehicles		\$ 13,438	0.0002
16	Communications - Cell Phone / Computer Lines		\$ 67,200	0.0010
17	Liability Insurance		\$ 300,000	0.0046
18	Staff Travel		\$ 8,500	0.0001
19	Memberships		\$ 36,000	0.0006
20	Miscellaneous Expense (Advisory Committee)		\$ 5,976	0.0001
21	Books / Publications / Subscriptions		\$ 500	0.0000
22	Office Supplies		\$ 8,000	0.0001
23	Awards/Recognition		\$ 1,000	0.0000
24	Office Equipment		\$ 54,360	0.0008

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
IHSS PUBLIC AUTHORITY BUDGET AND RATE SUMMARY
FY 25/26
Attachment A

25	Maintenance		\$ 2,500	0.0000
26	Postage / Mailing		\$ 10,000	0.0002
27	Facilities		\$ 187,400	0.0029
28	Provider Recruitment / Advertising		\$ 30,000	0.0005
29	Printing / Binding		\$ 2,000	0.0000
	Sub Total		\$ 960,574	0.0148
	County Support Services			
30	Workers Comp Insurance		\$ 89,606	0.0014
31	RCIT Device Access		\$ 287,906	0.0044
32	Consultants - Computer Programs		\$ 120,000	0.0018
33	Human Resources / Personnel		\$ 72,148	0.0011
34	County Payroll Services		\$ 10,633	0.0002
36	Interfnd Exp-Legal Services ISF		\$ 2,307	0.0000
37	Office on Aging - IHSS Provider Training		\$ 60,000	0.0009
38	Indirect Cost Rate		\$ 160,000	0.0025
39	Interfnd Exp-Miscellaneous		\$ 5,500	0.0001
	Sub Total		\$ 808,100	0.0123
	Total PA Adminstrative Budget		\$ 9,016,744	0.14
	Total PA Budget (Provider and Admin.Costs)		\$ 1,355,816,744	20.8586
	Provider Costs - Percentage to Total Budget		99.33%	
	Items included within the PA Admin Budget (No Federal or State Financial Participation)			
	Provider Background Checks		\$ 1,000	0.0000
	Provider Medical Screening		\$ 80,000	0.0012
	Total Excluded Items		\$ 81,000	0.0012
	Total PA Budget Less Excluded Items		\$ 1,355,735,744	20.8574

* Provider Background Checks and Medical Screening Testing will not receive a Federal or State Funding Share.

Prepared by: Jewels Caldera