

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



**ITEM: 10.1**  
(ID # 28845)

**MEETING DATE:**  
Tuesday, October 28, 2025

**FROM :** IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

**SUBJECT:** IN HOME SUPPORTIVE SERVICES-PUBLIC AUTHORITY: Approve Amendment No.3 to Professional Services Agreement No. DPSS-0004173 with Riverside County In-Home Supportive Services Public Authority (IHSS-PA) for IHSS Caregiver Services to increase the aggregate budget by \$1,914,690 from \$4,446,076 to \$6,360,766 effective upon signature through June 30, 2026; All Districts (Companion Item) [Total Cost Increase: \$1,914,690 and up to \$240,000 in additional compensation] [Federal 50.1%, State 49.9%]

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

1. Approve Amendment No.3 to Professional Services Agreement No. DPSS-0004173 with Riverside County In-Home Supportive Services Public Authority (IHSS-PA) for IHSS Caregiver Services to increase the aggregate budget by \$1,914,690 from \$4,446,076 to \$6,360,766 effective upon signature through June 30, 2026; and authorize the Chair of the Board to execute the Amendment on behalf of the County; and
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved as to form by County Counsel, to: (a) sign amendments that make modifications to the scope of services that stay within the intent of the Agreement; and (b) sign amendments to the compensation provisions that do not exceed the sum total of twenty percent (20%) annually; and
3. Authorize the Purchasing Agent to issue Purchase Orders for any goods and/or services rendered.

**ACTION:Policy**


  
David Dai 9/22/2025

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**MINUTES OF THE BOARD OF DIRECTORS**

On motion of Director Gutierrez, seconded by Director Spiegel 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: October 28, 2025  
xc: IHSS (Companion Item 3.25)

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

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<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>	\$1,914,690	\$0	\$1,914,690	\$0
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b>			<b>Budget Adjustment: No</b>	
Federal 50.1%, State 49.9%			<b>For Fiscal Year:25/26</b>	

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

**BACKGROUND:**

**Summary**

While the Riverside County In-Home Supportive Services Public Authority (IHSS-PA) operates within the Department of Public Social Services (DPSS), it is essentially a separate entity as per Ordinance 819. Under the "Powers" provision of that Ordinance, it states that the IHSS PA shall be a separate entity from the county. It also provides that The IHSS PA shall be a corporate public body, exercising public and essential governmental functions with all powers necessary and convenient to carry out the delivery of IHSS, including the power to contract for services pursuant to Sections 12302 and 12302.1 of the Welfare and Institutions Code, subject to any limitations set forth in this chapter.

The In-Home Supportive Services Public Authority (IHSS-PA) aims to provide resources that enhance access to in-home caregivers for IHSS service recipients. The Public Authority supports the IHSS community, serving over 60,000 recipients and supporting more than 54,000 caregivers, through various essential services.

The IHSS-PA manages and maintains the Caregiver Registry, offering referral services, caregiver training, and background checks to ensure a safe and reliable workforce for IHSS consumers. Additionally, the PA serves as the employer of record for collective bargaining purposes and provides support with enrollment and payment processes to facilitate home care delivery.

IHSS-PA provides coverage for the emergency backup system (BUS), improves the ability to enroll caregivers, and executes transactions relating to custodian of records, stop payments, reissues, and sick leave. The IHSS-PA caregivers provide much-needed assistance to elderly and/or persons with disabilities needing care, allowing them to live independently in a healthy, safe environment.

This board action requests approval of Amendment No.3 to the Professional Services Agreement No. DPSS-0004173 with Riverside County In-Home Supportive Services Public Authority for IHSS Caregiver Services to increase the aggregate budget by \$1,914,690 from \$4,446,076 to \$6,360,766.

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**Impact on Residents and Businesses**

DPSS is responsible to protect elderly and dependent adults and to provide much-needed assistance to elderly and/or persons with disabilities needing care, allowing them to live independently in a healthy, safe environment.

FISCAL YEAR PERIOD	ORIGINAL PAYMENT	INCREASE	AMENDED PAYMENT
July 1, 2022 through June 30, 2023	\$1,340,146	\$0	\$1,340,146
July 1, 2023 through June 30, 2024	\$1,035,310	\$0	\$1,035,310
July 1, 2024 through June 30, 2025	\$1,035,310	\$0	\$1,035,310
July 1, 2025 through June 30, 2026	\$1,035,310	\$1,914,690	\$2,950,000
<b>Total</b>	<b>\$4,446,076</b>	<b>\$1,914,690</b>	<b>\$6,360,766</b>

**Additional Fiscal Information**

The total annual payments under DPSS-0004173 shall not exceed \$2,950,000 annually.

**Contract History and Price Reasonableness:**

Ordinance 459 allows for award of contracts with any federal, state, or local government agency without bidding due to the nature of collaboration and partnership of beneficial programs with government entities.

On June 21, 2022, the Board of Supervisors approved agreement DPSS-0004173, Item 3.22 effective July 1, 2022 through June 30, 2025 with the option to renew for a one-year period with IHSS-PA for Provider services. These services include provider orientation, background checks, provider payment processing, Back up Services (BUS) to address emergency caregiver deployment for immediate response, and enhanced provider management.

**ATTACHMENT:**

**Attachment A:** Amendment No. 3 DPSS-0004173 IHSS-PA Caregiver Services Agreement

*Melissa Curtis*  
Melissa Curtis, Deputy Director of Purchasing and Fleet 10/1/2025

*Stacey Pena*  
Stacey Pena, EO Management Analyst 10/18/2025

*Gregg Gu*  
Gregg Gu, Chief of Deputy County Counsel 10/1/2025

**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 AMENDMENT No. 3  
 CAREGIVER SERVICES WITH  
 IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY**

AGREEMENT:	DPSS-0004173-03
ORIGINAL PERIOD OF PERFORMANCE:	July 1, 2022 – June 30, 2025, with one-year renewal option
RENEWED PERIOD OF PERFORMANCE:	July 1, 2025 – June 30, 2026
EFFECTIVE DATE OF AMENDMENT:	Upon Signature
ORIGINAL ANNUAL MAXIMUM REIMBURSABLE AMOUNT:	\$1,035,310
AMENDED ANNUAL MAXIMUM REIMBURSABLE AMOUNT:	\$2,950,000
AMENDED MAXIMUM AGGREGATE AMOUNT:	\$6,360,766

This Amendment No.3 to the Professional Services Agreement DPSS-0004173 is made by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (“COUNTY”), and In-Home Supportive Services Public Authority, a corporate public body (“CONTRACTOR”). COUNTY and CONTRACTOR may be referred to hereinafter collectively as the “Parties.”

**RECITALS**

**WHEREAS**, COUNTY and CONTRACTOR previously entered into that certain Original Agreement, DPSS-0004173, effective July 1, 2022 through June 30, 2025, for Provider Services, approved by the Board of Supervisors June 21, 2022, item 3.22; and that certain Amendment No. 1, effective August 19, 2024 to decrease the annual maximum reimbursable amount to \$1,035,310 and incorporate five (5) Community Service Assistant (CSA) positions at an annual cost of \$185,310; that certain amendment No.2 effective July 1, 2025, to exercise the first and final option to renew from July 1, 2025 through June 30, 2026 and update the Schedule A, Payment Provisions; and,

**WHEREAS**, the Parties now desire to amend the Agreement to increase the Maximum Reimbursable Amount from \$4,446,076 to \$6,360,766 and update the Schedule A, Payment Provisions.

**WHEREAS**, Section 41 “Modification of Terms” allows for modifications by written amendment signed by both parties.

**NOW THEREFORE**, in consideration of their mutual covenants, COUNTY and CONTRACTOR agree to amend the Original Agreement according to the terms and in the manner set forth herein:

1. **Recitals.** The recitals set forth above are true and correct and incorporated herein by this reference.
2. **Amend** Schedule A, Payment Provisions, Section A.1 MAXIMUM AMOUNTS –ANNUAL AND AGGREGATE TOTALS to read as follows:

The total annual payments to CONTRACTOR shall not exceed:

FISCAL YEAR PERIOD	ORIGINAL PAYMENT	INCREASE	AMENDED PAYMENT
July 1, 2022 through June 30, 2023	\$1,340,146	\$0	\$1,340,146
July 1, 2023 through June 30, 2024	\$1,035,310	\$0	\$1,035,310
July 1, 2024 through June 30, 2025	\$1,035,310	\$0	\$1,035,310
July 1, 2025 through June 30, 2026	\$1,035,310	\$1,914,690	\$2,950,000
<b>Total</b>	\$4,446,076	\$1,914,690	\$6,360,766

3. **Amend** Schedule A, Payment Provisions, Section A.2 “SALARY AND BENEFIT COST”, to read: The salaries and benefits shall cover all activities required by the Scope of Work, Schedule B. IHSS PUBLIC AUTHORITY RESPONSIBILITIES

Service Component	FY 2023/2024	FY 2024/2025	FY 2025/2026	INCREASE FY 2025/2026	AMENDED AMOUNT FY 2025/2026
Salaries and Benefits (Full Time Equivalent)	\$850,000	\$850,000	\$850,000	\$1,914,690	\$2,764,690
Salaries (5 CSA TAP)	\$185,310	\$185,310	\$185,310	\$0	\$185,310
<b>Total</b>	<b>\$1,035,310</b>	<b>\$1,035,310</b>	<b>\$1,035,310</b>	\$1,914,690	<b>\$2,950,000</b>

Note: The CSA TAP positions will use dedicated Electronic Visit Verification Funding (EVV).

4. **Signed in Counterparts:** This Amendment No. 3 may be executed in any number of counterparts, each of which when executed shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.
5. **Electronic Signatures.** Each party of this Amendment agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment. The parties further agree that the electronic signature(s) included herein are

intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

6. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.

7. **Effective Date.** This Amendment No. 3 shall become effective upon signature.

Authorized Signature for CONTRACTOR <i>V. Manuel Perez</i>	Authorized Signature for County <i>V. Manuel Perez</i>
Printed Name of Person Signing: V. Manuel Perez	Printed Name of Person Signing: V. Manuel Perez
Title: Chairman of the Board	Title: Chairman of the Board
Date Signed: 10/29/2025	Date Signed: 10/29/2025



ATTEST:  
KIMBERLY A. RECTOR,  
Riverside County Clerk of the Board  
*Whitney Mayo, Deputy*

By: \_\_\_\_\_

Approval as to Form  
Minh C. Tran  
County Counsel

By: *Eric Stopher*  
Eric Stopher  
Deputy County Counsel

Date: 09/22/2025

Approval as to Form  
Minh C. Tran  
County Counsel

By: *Katherine Wilkins*  
Katherine Wilkins  
Deputy County Counsel

Date: 09/22/2025