

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
AND RECORD OF ACTION**

June 10, 2025

FROM

Roxanne J. Young, Executive Director of In-Home Supportive Services Public Authority

SUBJECT

2025-26 Budget for In-Home Supportive Services Public Authority

RECOMMENDATION(S)

Acting as the governing body of the In-Home Supportive Services Public Authority:

1. Conduct a public hearing on the In-Home Supportive Services Public Authority's 2025-26 Recommended Budget.
2. Adopt **Resolution No. 2025-118** to approve and adopt:
 - a. The In-Home Supportive Services Public Authority's 2025-26 Budget, including appropriation, operating transfers out, contribution to reserves, available reserves, budgeted staffing, and authorization for adjustments for final fund balance as listed in Attachment A.
 - b. Any changes to the Recommended Budget that the Board of Directors may direct.
 - i. In the event the Board of Directors makes any additions or deletions to the Budget after the public hearing, and the items were not proposed in writing and filed with the Secretary of the Board of Directors before the close of the public hearing, a 4/5 vote of the Board of Directors is required.

(Presenter: Matthew Erickson, County Chief Financial Officer, 387-5423)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The 2025-26 Recommended Budget for the In-Home Supportive Services Public Authority (IHSS PA), as presented in the Recommended Budget Book, includes Requirements for Special Revenue Funds of \$66.6 million and budgeted staffing of 45 positions. In addition, IHSS PA's budget includes approximately \$2.1 million in available reserves for future use.

BACKGROUND INFORMATION

In 2002, San Bernardino County (County) established the IHSS PA to serve elderly, blind, or disabled individuals who are not able to remain in their homes without assistance. Ordinance No. 3842 (adopted on January 8, 2002, Item No. 58) established the IHSS PA to act as the employer of records for San Bernardino In-Home Supportive Services (IHSS) providers, pursuant to Welfare and Institutions Code section 12301.6, subdivision (c)(1), to perform other IHSS functions as required by Welfare and Institutions Code section 12301.6, subdivision (e) and not be retained by County.

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Pursuant to Ordinance No. 3842, IHSS PA is an entity separate from the County. It is governed by a Board of Directors (Board) comprised of members of the Board of Supervisors and is a corporate public body exercising public and essential governmental functions with all powers necessary and convenient to carry out the delivery of in-home supportive services.

The IHSS PA is charged by the state legislature with providing mandated services to include a registry of potential care providers; background and qualification investigations of potential care providers; referrals to IHSS consumers of potential care providers from the registry; training for both IHSS care providers and consumers; and performance of other functions related to the delivery of in-home supportive services, as designated by the governing board.

The following table represents the 2025-26 Recommended Budget Summary for IHSS PA, which reflects an increase from the prior year:

Budget Book Group	2024-25 Modified	2025-26 Recommended	Change
Other Agencies	\$62,868,244	\$66,560,102	\$3,691,858
Budgeted Staffing	45	45	0

Note: The Recommended Budget Summary excludes contributions to reserves, if applicable.

Requirements are increasing by \$3.7 million to reflect increases in costs to maintain services including an increase in contributions for the care provider health benefit driven by an estimated increase in the hours of care to be provided in 2025-26. IHSS PA contributes to this benefit at the rate of \$0.42 per hour of care provided.

Recommendation No. 1 calls for the public hearing on the 2025-26 Recommended Budget for IHSS PA, as required by Government Code sections 29080 through 29092. Prior to presenting the IHSS PA 2025-26 budget for adoption, a notice was published on May 21, May 22, May 25, May 26 and May 27, 2025, setting the date of the public hearing for the purpose of making a recommendation regarding the Recommended Budget. The Recommended Budget documents were made available at the Clerk of the Board's office on May 20, 2025, for the public, and the public hearing is occurring at least 10 days after the documents were made available. The notice further sets forth that any member of the public may appear at the public hearing and be heard regarding any item on the Recommended Budget or the inclusion of additional items. All proposals for revisions should be submitted in writing to the Clerk of the Board before the close of the public hearing.

The public hearing is designed to discuss and implement any direction or changes to the Recommended Budget. Any requests for increases, decreases, omission of any item in the budget, or inclusion of any additional items shall not be made after the public hearing, unless the items were proposed in writing and filed with the Clerk of the Board before the close of the public hearing or unless approved by the Board by 4/5 vote.

Recommendation No. 2 approves and adopts the IHSS PA's 2025-26 budget, including appropriation, operating transfer out, contributions to reserves, available reserves, budgeted staffing, and authorization for adjustments for final fund balance. Attachment A lists the 2025-26 Recommended Budget appropriation, operating transfers out, contribution to reserves, available reserves, and budgeted staffing totals based on headcounts. The Recommended Budget, including Attachment A, satisfies the requirements set forth in Government Code section 29089.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by In-Home Supportive Services Public Authority (Roxanne J. Young, Executive Director, 891-9102) on May 19, 2025; County Counsel (Jacqueline Carey-Wilson, Counsel, 387-5455) on May 18, 2025; Finance (Allegra Pajot, Administrative Analyst, 388-0218) on May 16, 2025; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 387-0238) on May 21, 2025. This item has also been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Mima Ugbo, Deputy Chief Controller, 382-3195) on May 16, 2025.

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Record of Action of the Board of Directors
In-Home Supportive Services Public Authority

Hearing Opened
Public Comment: None
Hearing Closed

APPROVED

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, SECRETARY

BY 
DATED: June 10, 2025



cc: File – JPA/In-Home Supportive Services Public Authority w/
resolution
JLL 06/11/2025