

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

**June 14, 2022**

**FROM**

**ROSA HIDALGO, Executive Director, In-Home Supportive Services Public Authority**

**SUBJECT**

**2022-23 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 2022-23 Recommended Budget.
2. Adopt **Resolution No. 2022-90** to approve and adopt:
  - a. The In-Home Supportive Services Public Authority's 2022-23 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; and
  - b. Any changes to the Recommended Budget that the Board of Directors may direct.
    - i. In the event that 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: Rosa Hidalgo, Executive Director, 891-9102)

**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 impact Discretionary General Funding (Net County Cost). The 2022-23 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 \$38.0 million and budgeted staffing of 40 positions. In addition, IHSS PA's budget includes \$1.5 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 for San Bernardino IHSS providers pursuant to Welfare and Institutions Code section 12301.6, subdivision (c)(1) and to perform other IHSS functions as required by Welfare and Institutions Code section 12301.6, subdivision (e) and not retained by the County. Pursuant to Ordinance No. 3842, IHSS PA is an entity separate from the County; governed by a Board of

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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. Additionally, the IHSS PA is charged by the state legislature with providing mandated services to include the following: 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 to perform other functions related to the delivery of in-home supportive services as designated by the governing board.

The following table represents the 2022-23 Recommended Budget Summary for IHSS PA, which reflects an increase from the prior year.

**2022-23 Recommended Budget Summary**

<b>Budget Book Group</b>	<b>2021-22 Modified</b>	<b>2022-23 Recommended</b>	<b>Change</b>
Other Agencies	\$36,239,660	\$37,951,680	\$1,712,020

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

Total requirements are increasing by \$1,712,020 to reflect an increase in staffing costs (addition of one staff and Memorandum of Understanding increases), increases in the costs of caregiver recruitment and registration (mandated activities), and increases in operating costs such as rent.

**Recommendation 1** calls for the public hearing on the 2022-23 Recommended Budget for IHSS PA, as required by Government Code sections 29080 through 29092. Prior to adopting the IHSS PA 2022-23 budget, a notice was published on June 1, 3 and 4, 2022 setting forth 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 Secretary of the Board's office on May 24, 2022 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 for inclusion of additional items. All proposals for revisions should be submitted in writing to the Secretary 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, or 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 Secretary of the Board before the close of the public hearing or unless approved by the Board by four-fifths vote.

**Recommendation 2** approves and adopts the IHSS PA's 2022-23 budget, including appropriation, operating transfers out, contributions to reserves, available reserves, budgeted staffing and authorization for adjustments for final fund balance.

Attachment A lists the 2022-23 Recommended Budget appropriation, operating transfers out, contribution to reserves, available reserves, and budgeted staffing totals based on headcounts.

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The Recommended Budget, including Attachment A, satisfies the requirements set forth in Government Code Section 29089.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by In-Home Supportive Services Public Authority Counsel (Jacqueline Carey-Wilson, 387-5455) on May 20, 2022; Finance (Paul Garcia, Administrative Analyst, 386-8392) on May 18, 2022; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-4342) on May 31, 2022. This item has been coordinated with the Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Chief Deputy Controller, 382-3195) on May 20, 2022.

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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: Janice Rutherford   Seconded: Dawn Rowe  
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, SECRETARY

BY   
DATED: June 14, 2022



cc:     File - JPA/In-Home Supportive Services Public Authority  
         (IHSSPA) w/ resolution  
JLL     06/17/2022