

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

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

June 8, 2021

FROM

SHARON NEVINS, Director, Department of Aging and Adult Services

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

SUBJECT

Memorandum of Understanding for In-Home Supportive Services Provider Hiring and Employment Process

RECOMMENDATION(S)

1. Acting as the governing body of the County of San Bernardino, approve **Memorandum of Understanding No. 21-432** between the County of San Bernardino Department of Aging and Adult Services and the In-Home Supportive Services Public Authority, to administer and support the In-Home Supportive Services Provider Hiring and Employment Process, in an amount not to exceed \$2,437,000, for the period July 1, 2021 through June 30, 2024.
2. Acting as the governing body of the In-Home Supportive Services Public Authority, approve **Memorandum of Understanding No. 21-432** between the County of San Bernardino Department of Aging and Adult Services and the In-Home Supportive Services Public Authority, to administer and support the In-Home Supportive Services Provider Hiring and Employment Process, in an amount not to exceed \$2,437,000, for the period of July 1, 2021 through June 30, 2024.

(Presenter: Rosa Hidalgo, Executive Director, 891-9102)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The funds for these services in an amount not to exceed \$2,437,000 are 100% Federal and State, and are used to reimburse the In-Home Supportive Services Public Authority (IHSS PA). Adequate appropriation and revenue are included in the Department of Aging and Adult Services (DAAS) and IHSS PA 2021-22 recommended budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

In 1973, the IHSS program was established by the State of California to provide services to eligible elderly, disabled, and/or blind residents to remain safely in their homes. The

**Memorandum of Understanding for In-Home Supportive Services
Provider Hiring and Employment Process
June 8, 2021**

recommended Memorandum of Understanding (MOU) formalizes the collaboration between DAAS and the IHSS PA for the hiring and employment of IHSS providers. The \$2,437,000 not to exceed amount within the MOU represents the cost of the 11.5 staff positions that IHSS PA retains, along with associated overhead. The IHSS PA completes the background clearance and hiring process for all potential providers, and assists IHSS recipients in finding eligible providers. IHSS PA also conducts training, acts as the employer of record, and administers payroll and health benefits for IHSS providers. The IHSS PA conducts over 12,646 criminal background checks on potential providers per year.

DAAS works to ensure seniors and adults with disabilities have the right to age in place, in the least restrictive environment. DAAS administers the IHSS program for the County's at risk elderly and dependent adult populations. The IHSS program helps eligible low-income seniors and persons with disabilities to remain independent by making funding available for them to employ an IHSS provider to provide eligible home care services and avoid institutionalization.

The recommended MOU will be effective July 1, 2021 through June 30, 2024, and supports the provision of Welfare and Institutions Code section 12301.6 to provide in-home supportive services necessary for public health and welfare. The MOU may be terminated by either party without cause following 30 days written notice to the other party.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Jennifer Mulhall-Daudel, Contracts Manager, 388-0241) on April 19, 2021; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on May 4, 2021; Finance (Paul Garcia, Administrative Analyst, 386-8392) on May 12, 2021; (John Hallen, Administrative Analyst, 388-0208) on May 5, 2021; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on May 12, 2021.

**Memorandum of Understanding for In-Home Supportive Services
Provider Hiring and Employment Process
June 8, 2021**

Record of Action of the Board of Supervisors
County of San Bernardino

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

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD/SECRETARY

BY 
DATED: June 8, 2021



cc: DAAS- Nevins w/agree
Contractor- C/O DAAS w/agree
File- w/agree
LA 06/17/2021