

COUNTY OF EL DORADO

HEALTH & HUMAN SERVICES

Don Ashton, M.P.A.
Director

Finance
Lori Walker
Chief Fiscal Officer

3057 Briw Road, Suite B
Placerville, CA 95667
530-642-7300 Phone / 530-626-7734 Fax



BOARD OF SUPERVISORS

RON "MIK" MIKULACO
District I
SHIVA FRENTZEN
District II
BRIAN K. VEERKAMP
District III
MICHAEL RANALLI
District IV
SUE NOVASEL
District V

October 12, 2015

California Dept. of Social Services
Adult Program Division - Public Authority Unit
744 P Street, MS 9-9-04
Sacramento, CA 95814

Re: In-Home Supportive Services (IHSS) Program
Public Authority Consortium Rate Approval

To Whom It May Concern:

Attached is the County of El Dorado IHSS Public Authority Consortium Rate Approval worksheet (SOC 449). The County is updating the provider rate based on the anticipated State of California minimum wage increase to take effect on January 1, 2016, with the understanding this does not result in a recalculation of the County's Maintenance of Effort.

The County has also attached the program budget information used to develop the provider rate. The budget is allocated to the following categories: provider costs, administrative travel, provider expenses, operating expenses, contract expenses, personnel and professional services. A detailed description of the budget is outlined below:

Provider Costs – Costs include provider wages, health benefits and employer taxes.

Administrative Travel – Costs include travel reimbursement for staff, providers and volunteers.

Operating Expenses – Costs included are insurance, communication, data processing, postage, printing/duplicating, general office expense, computer equipment/software, minor equipment, equipment maintenance and memberships.

Personnel Costs – Costs include public authority administration and employee benefits.

Professional Services – Costs include contracted service expenses.

If you have any questions regarding the attached documents, please do not hesitate to contact my office.

Sincerely,

Don Ashton, Director

Vision Statement:
Transforming Lives and Improving Futures

**IN-HOME SUPPORTIVE SERVICES PROGRAM
PUBLIC AUTHORITY/NON-PROFIT
CONSORTIUM RATE**

COUNTY: El Dorado	
CONTACT NAME: Michelle Hunter	
PA NAME: El Dorado IHSS Public Authority	
TELEPHONE: (530) 621-6161	FAX NUMBER: (530) 653-2207
ADDRESS: 937 Spring Street Placerville, CA 95667	
EMAIL ADDRESS: michelle.hunter@edcgov.us	

To: California Department of Social Services
Adult Programs Division
Public Authority Unit
744 P Street, MS 9-9-04
Sacramento, CA 95814

Please address questions regarding this form to the Public Authority Unit, at (916) 651-3488.

Please complete the budget narrative below and attach supporting documentation explaining how each component of the rate was determined. The total Public Authority (PA) and Non-profit Consortium (NPC) rate should include a rate for services (wage and benefits) and a rate for administrative costs. The total rate for wages and benefits should be broken down to include an hourly wage, payroll taxes, health and non-health benefits. The State is legally authorized to share only in the costs of individual health benefits for IHSS providers, however, these costs may be eligible for Title XIX reimbursement.

- The state will only participate in hourly wage and benefits up to \$12.10 per hour unless otherwise provided for in the Annual Budget Act or appropriated by statute.
- The state will not participate in increases to wages or employment taxes, or increases or expansions of benefits negotiated or agreed to by a PA or NPC unless provided for in the Annual Budget Act or appropriated by statute.
- No increase in wages or benefits negotiated or agreed to by a PA or NPC shall take effect until it has been approved by the State (CDSS/DHCS) or unless provided for in the Annual Budget Act or appropriated by statute.

I hereby certify that the proposed IHSS MOE adjustment includes no locally negotiated health benefit rate changes and no changes that modify who is eligible for health benefits (only applies to non-locally negotiated health benefit rates).

Approved by: _____ Date: _____

BUDGET NARRATIVE

		Current Rate	Requested Rate	Difference
PA/NPC Hourly Rate:	1	\$11.01	\$12.02	\$1.01
PA/NPC Hourly Administrative Cost:	2	\$0.60	\$0.52	-\$0.08
Hourly Services Cost: Total	3	\$10.41 ✓	\$11.50 ✓	\$1.09
Hourly Wage (locally negotiated)	4	\$9.00	\$0.00	-\$9.00
Hourly Wage (non-locally negotiated)	5	\$0.00	\$10.00	\$10.00
Payroll Taxes (FUTA, SUI, FICA)	6a	\$0.81	\$0.90	\$0.09
Health Benefits (locally negotiated)	6b	\$0.60	\$0.60	\$0.00
Health Benefits (non-locally negotiated)	7			
Non-Health Benefits (if any)	8			

Comments: Please include the Line-by-Line Budget Narrative with PA Rate Change Package

El Dorado County
IHSS Public Authority Budget
FY 15-16

	ITEM	TOTAL BUDGET	TOTAL SERVICES	TOTAL ADMIN.	PORTION OF RATE
	PROVIDER COSTS:				
1	IP Wages @ \$10/hour x 975290 Hrs	9,752,900	9,752,900		\$10.0000
2	IP Employer Taxes @ 9%	877,761	877,761		\$0.9000
3	IP Health Plan @ \$0.60	585,174	585,174		\$0.6000
	ADMINISTRATIVE TRAVEL:				
4	Transportation/Travel	3,386		3,386	\$0.0035
	PROVIDER EXPENSES:				
5	Provider Training/Introduction Workshops	-		-	\$0.0000
6	Background Checks	-		-	\$0.0000
	CONSUMER TRAINING:				
7	0	-		-	\$0.0000
	OPERATING EXPENSES:				
8	Facility Costs	-		-	\$0.0000
9	Insurance	1,521		1,521	\$0.0016
10	Communications	150		150	\$0.0002
11	Data Processing	1,300		1,300	\$0.0013
12	Postage	5,300		5,300	\$0.0054
13	Printing/Duplicating	5,300		5,300	\$0.0054
14	General Office Expenses	6,750		6,750	\$0.0069
15	Staff Training	-		-	\$0.0000
16	Computer Equipment/Software	18,500		18,500	\$0.0190
17	Minor Equipment & Equipment Maintenance	3,550		3,550	\$0.0036
18	Memberships	2,950		2,950	\$0.0030
	CONTRACT EXPENSES:				
	Administrative Salaries:				
	IHSS Public Authority Manager				
	Registry/Training Specialists (2 FTE)				
	Receptionist/Secretary				
19	Total Administrative Salaries			-	\$0.0000
	PERSONNEL				
20	Admin. Benefits & Taxes @ 66%	349,903		349,903	\$0.3588
21	EDC Dept Human Services Support	92,048		92,048	\$0.0944
22	El Dorado County Services: Human Resources, County Counsel, Auditor's, etc.	-		-	\$0.0000
	PROFESSIONAL SERVICES:				
23	Consultant	15,000		15,000	\$0.0154
24	MISCELLANEOUS EXPENSE:				
	TOTAL	\$11,721,493	\$11,215,835	\$505,658	\$12.0185

El Dorado County: IHSS PA Rate Worksheet

Projected yearly hours

975,290 ✓

#	ITEM	BUDGET	SERVICES	ADMIN	Portion of RATE
Provider Costs					
1	IP Wages = proj yearly hours @ \$ 10 per hr	\$ 9,752,900	\$ 9,752,900		10.0000
2	IP Employer Taxes @ 9 %	\$ 877,761	\$ 877,761		0.9000
3	Health Benefits	\$ 585,174	\$ 585,174		0.6000
		\$ -			0.0000
	Total Provider Costs	\$ 11,215,835	\$ 11,215,835		11.50
Public Authority Administrative costs					
	Salaries & Benefits	\$ 349,903		\$ 349,903	0.3588
	Overhead Expenses	\$ 155,755		\$ 155,755	0.1597
	Total Public Authority Administrative costs	\$ 505,658		\$ 505,658	0.52
	TOTAL	\$ 11,721,493	\$ 11,215,835		\$ 12.02
Total hourly rate: The hourly rate is computed by adding total services costs and total administrative costs and dividing by the number of IHSS hours.					
		Services Cost	Adm: Costs	Total Hours	Total PA Hourly Rate
	PA Rate	\$ 11,215,835 +	\$ - /	\$ 975,290 =	\$ 11.50
	Services Rate = Services Cost Divided by Total Hours	\$ 11,215,835	\$ - /	\$ 975,290 =	\$ 11.50
	Admin Rate = Admin Cost Divided by Total Hours		\$ - /	\$ 975,290 =	\$ 0.52