



# County of El Dorado

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## Legislation Details (With Text)

**File #:** 14-1020      **Version:** 2

**Type:** Agenda Item      **Status:** Approved

**File created:** 7/17/2014      **In control:** Board of Supervisors

**On agenda:** 12/2/2014      **Final action:** 12/2/2014

**Title:** Health and Human Services Agency, Community Services Division, recommending the Board consider the following:  
1) Adopt Resolution 229-2014 amending the Authorized Personnel Allocation Resolution for the Health and Human Services Agency to add 1.0 FTE Senior Fiscal Assistant to support the In-Home Supportive Services Public Authority; and  
Acting as the Governing Board of the In-Home Support Services Public Authority:  
2) Approve and authorize the Chair to sign a budget transfer to incorporate revenue and appropriations into the In-Home Supportive Services Public Authority Fiscal Year 2014/15 Budget totaling \$91,000 as a result of additional Federal and State Funding, with no increase to Net County Cost. (4/5 vote required)

**FUNDING:** Federal, State and County required match met with Realignment.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2A - Personnel Allocation Reso HHSA IHSS PA 12-2-14, 2. 2B - Budget Transfer IHSS PA 12-2-14, 3. Executed Resolution 229-2014 12-2-14 item 14.pdf, 4. A - CRS Resolution HHSA IHSS Pers Alloc 8-5-14, 5. B - Resolution HHSA IHSS Personnel Alloc 8-5-14, 6. Executed Resolution 116-2014 (BOS 8-5-14)

Date	Ver.	Action By	Action	Result
12/2/2014	2	Board of Supervisors	Approved	Pass
8/5/2014	1	Board of Supervisors	Approved	Pass

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1) Adopt Resolution **229-2014** amending the Authorized Personnel Allocation Resolution for the Health and Human Services Agency to add 1.0 FTE Senior Fiscal Assistant to support the In-Home Supportive Services Public Authority; and  
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**FUNDING:** Federal, State and County required match met with Realignment.

BUDGET SUMMARY:	
Total Estimated Cost.....	\$91,000
Total Funding Available.....	\$91,000

Change To Net County Cost.....	\$0

### Fiscal Impact/Change to Net County Cost

There is no Net County Cost associated with this item. The In-Home Supportive Services (IHSS) Public Authority is funded by Federal, State and County Realignment funds. The County's required match for IHSS administration and services is limited to the County's Maintenance of Effort (MOE) which is established by the State. Any County cost exceeding the established MOE is shifted to 100% State General Fund cost. If approved, the budget transfer will adjust the Health and Human Services Agency's FY 2014-15 Budget to add revenue and appropriations in the amount of \$91,000 for this position.

### Background

The El Dorado County Health and Human Services Agency (HHSA) administers both the In-Home Supportive Services (IHSS) program and the IHSS Public Authority that work together to provide personal care and domestic services to aged, blind, or disabled individuals and allows recipients of services to live safely at home rather than in costly and less desirable out-of-home placement facilities. The IHSS program receives referrals for services and performs eligibility determination, needs assessment, authorization of services, and ongoing case management for those receiving IHSS services. The IHSS Public Authority was established by ordinance of the Board of Supervisors, acting as the Governing Board for the IHSS Public Authority, as an entity separate from the County of El Dorado to serve as the employer of record for the individual care providers of IHSS services. The IHSS Public Authority is responsible for maintaining a registry of care providers for referral to IHSS recipients, performing background checks on providers, and providing training for care providers.

Prior to July 1, 2012, the IHSS program was funded by Federal/State/County cost sharing ratios established by State law. Senate Bill 1008 and Senate Bill 1036 established a Maintenance of Effort (MOE) for all counties to be effective July 1, 2012, in lieu of the state/county cost sharing ratios for IHSS administration and services and IHSS Public Authority administration. El Dorado County's MOE for FY 2012/13 is based on actual expenditures for IHSS services and the full match amount of the County's IHSS administration allocation in FY 2011/12. Pursuant to Welfare and Institutions Code Section 12306.15 (e) a County's MOE shall only be adjusted as follows:

- On July 1, 2014, the County IHSS MOE base shall be adjusted by an inflation factor of 3.5 percent. Beginning July 1, 2015, an annually thereafter, the County IHSS MOE from the previous year shall be adjusted by an inflation factor of 3.5 percent.
- The County IHSS MOE shall be adjusted for the annualized cost of increases in provider wages or health benefits that are locally negotiated, mediated, or imposed before the Statewide Authority assumes the responsibilities set forth in Section 110011 of the Government Code for a given county as provided in Section 123000.7.

The addition of staff does not affect the inflation factor or increase provider wages or health benefits and therefore will not adjust the County's required MOE.

On August 5, 2014, (Item 18) the Board of Supervisors approved the addition of 3.0 FTE Social Worker I/II/III/IV, 1.0 FTE Staff Services Analyst I/II, and 1.0 FTE Public Health Nurse I/II for the IHSS Program to meet increased service demand and expanded regulatory requirements to bring the IHSS program into compliance with State required service timeframes. That same date the Board also approved the addition of 1.0 FTE Office Assistant I/II to provide support to the IHSS Public Authority

which experienced staffing reductions in FY 2008/09 and FY 2011/12.

### **Reason for Recommendation**

The 1.0 FTE Sr. Fiscal Assistant position will support the IHSS Public Authority and provide payroll and timesheet assistance to IHSS care providers. Currently the IHSS Public Authority receives an average of 10 walk-in inquiries per day, 200 phone calls per week, and issues 240 replacement timesheets per month all related to IHSS payroll. The IHSS Public Authority also receives timesheets that cannot be processed by the statewide Timecard Processing Facility which requires the IHSS Public Authority to follow-up with the care provider for additional information or corrections.

Recent changes to federal overtime requirements for personal care workers is anticipated to further impact the IHSS program by requiring more detailed record keeping and interaction with IHSS recipients and providers to ensure compliance with federal requirements. The IHSS Public Authority expects an increase in the number of care providers added to the registry due to the Federal final rule requiring overtime for personal care workers which will result in some IHSS recipients employing multiple care providers. These changes are also expected to increase the number of walk-in, phone, and replacement timesheet inquiries received by the IHSS Public Authority as well as the number of timesheets returned to the County from the statewide Timecard Processing Facility. The addition of a technical fiscal position is necessary to address the increasingly complex requirements related to IHSS payroll and to allow the two current program staff to focus on compliance with new program requirements as a result of changes to the Fair Labor Standards Act regulations effective January 1, 2015. Approval of this recommendation is also consistent with how other counties throughout the State plan to address this increased workload.

Under current State statute the addition of staff will have no fiscal impact to the County, as County costs exceeding the total MOE level will be shifted to State General Fund. Should in the future the State adjust responsibility for costs exceeding the established MOE to the County, reduction of these positions may be necessary.

### **Clerk of the Board Follow Up Actions**

Provide the Health and Human Services Agency, at Briw Rd, with one (1) certified Resolution and Human Resources with one (1) certified Resolution signed by the Chair.

### **Contact**

Don Ashton, M.P.A., Director