

ITEM 9

**FINAL STAFF ANALYSIS
PROPOSED PARAMETERS AND GUIDELINES**

Welfare and Institutions Code Sections 12301.3, 12301.4 and 12302.25

Statutes 1999, Chapter 90
Statutes 2000, Chapter 445

In-Home Supportive Services II
00-TC-23

County of San Bernardino, Claimant

EXECUTIVE SUMMARY

The test claim statutes, in part, address the form in which in-home supportive services care providers are employed, referred to as the "mode of service," including requiring that all counties establish an employer of record for IHSS providers, other than the recipient of the services. The test claim statutes also provide that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

On April 16, 2007, the Commission on State Mandates (Commission) adopted a Statement of Decision finding that the test claim legislation imposes a partially reimbursable state-mandated program upon counties within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514. Commission staff issued the Statement of Decision and draft parameters and guidelines on June 6, 2007. The proposed reimbursable activities were limited to those approved in the Statement of Decision. No comments were filed on the draft.

On July 1, 2008, Commission staff issued the draft staff analysis and modified proposed parameters and guidelines. Staff proposed minor changes to the original draft as described below.

Additional background was added to Section I, Summary of the Mandate, language regarding the filing of estimated claims was deleted, and Section VII, Offsetting Revenues and Reimbursements, was revised to clarify the Commission's finding regarding offsets for this test claim.

On July 14, 2008, claimant and the Department of Finance each submitted comments concurring with the draft staff analysis and modified proposed parameters and guidelines. Therefore, staff made no further changes to the modified proposed parameters and guidelines.

Staff Recommendation

Staff recommends that the Commission adopt the proposed parameters and guidelines, as modified by staff, beginning on page 7. Staff also recommends that the Commission authorize staff to make any non-substantive, technical corrections to the parameters and guidelines following the hearing.

STAFF ANALYSIS

Claimant

County of San Bernardino

Chronology

- 04/16/07 Commission adopts Statement of Decision partially approving test claim
- 06/06/07 Commission staff issues draft parameters and guidelines with the Statement of Decision, and requests comments from the parties
- 07/03/07 DSS requests reconsideration of the Statement of Decision
- 07/13/07 Commission staff issues staff analysis and proposed Statement of Decision on the request for reconsideration
- 07/26/07 Commission denies the request for reconsideration
- 07/31/07 Commission staff issues Statement of Decision on the request for reconsideration and clarifies that the parameters and guidelines phase proceeds
- 06/27/08 Commission staff issues draft staff analysis and modified proposed parameters and guidelines
- 07/14/08 Claimant submits comments on the draft staff analysis and modified proposed parameters and guidelines
- 07/16/08 Commission staff issues final staff analysis and modified proposed parameters and guidelines

Summary of the Mandate

The test claim statutes, in part, address the form in which in-home supportive services care providers are employed, referred to as the "mode of service," including requiring that all counties establish an employer of record for IHSS providers, other than the recipient of the services. The test claim statutes also provide that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

On April 16, 2007, the Commission on State Mandates (Commission) adopted a Statement of Decision finding that the test claim legislation imposes a partially reimbursable state-mandated program upon counties within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514. The Commission approved this test claim for the following reimbursable activities:

- Each county shall establish an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to

collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)¹ (July 12, 1999, until December 31, 2002.)

- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²
- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)³
- Effective September 14, 2000, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁴

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁵

¹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

² As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁴ As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁶
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁷
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁸
- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4).⁹

The Commission also concluded that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee. The Commission further concluded that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

Discussion

Commission staff issued the Statement of Decision and draft parameters and guidelines on June 6, 2007.¹⁰ The proposed reimbursable activities were limited to those approved in the Statement of Decision. No comments were filed on the draft.

Commission staff issued the draft staff analysis and modified proposed parameters and guidelines on July 1, 2008. Staff proposed minor changes to the original draft as described below.

Summary of the Mandate

Additional background was added to Section I, Summary of the Mandate.

⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁸ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

¹⁰ Exhibit A.

Period of Reimbursement

Language regarding estimated claims in this section of the parameters and guidelines was stricken in the proposed parameters and guidelines. On February 16, 2008, Statutes 2008, chapter 6 (ABX3 8) became effective and repealed the authority for eligible claimants to file and be paid for estimated reimbursement claims.

Offsetting Revenues and Reimbursements

Staff revised Section VII, Offsetting Revenues and Reimbursements, to clarify the Commission's finding regarding offsets for this test claim. The Commission's Statement of Decision states the following regarding offsetting reimbursements:

However, DOF specifically argues that the claimant has been provided with funding for the advisory committee activities and that Government Code section 17556, subdivision (e) applies to deny a mandate finding.¹¹ In the response to comments filed September 9, 2002, page 5, the claimant asserts that of the \$11,944 already claimed for the advisory committee expenses "[t]he costs for the Advisory Committee alone have exceeded several times the allotment actually paid by the Department of Social Services."

While state funds already provided must be used to offset any mandate reimbursement claimed, the claimant has provided a declaration that their administrative costs of forming and operating the advisory committee are not being fully reimbursed. To further support this claim, the claimant provided a copy of DSS claiming instructions for the January- March 2001 quarter, which allowed for 100 percent of "IHSS Advisory Committee/Direct Costs," retroactive to July 2000, but required claims for reimbursement of county administrative costs "for supporting the IHSS Advisory Committee," be charged separately under the standard claiming instructions for IHSS. Specifically the document states:

Costs incurred by the County Welfare Department (CWD) for supporting the IHSS Advisory Committee are not allowable for reimbursement under these codes. Any CWD costs for providing support activities for the IHSS Advisory Committee should be charged to the appropriate IHSS/PCSP claim codes on the County Expense Claim (CEC.)¹²

This requires a county share of costs as required by Welfare and Institutions Code section 12306.¹³ Section 12306 requires that the state and county share non-federal administrative costs of IHSS in a 65 percent state/35 percent county split. Requiring the claimant to maintain this share of costs for a mandated new

¹¹ DOF Comments, page 1, filed March 6, 2002. DOF's March 28, 2007 comments also include a chart showing funds appropriated for the "IHSS Advisory Committee" through 2005-06.

¹² County Fiscal Letter (CFL) No. 00/01-48, page 3, issued December 22, 2000, by DSS. (Also, Exh. 2 to Claimant's Response to Comments.)

¹³ Claimant Response to Comments, page 5, filed September 9, 2002.

program or higher level of service would defeat the stated purpose of article XIII B, section 6 to "provide a subvention of funds to reimburse that local government for the costs of the program or increased level of service."

Various DSS County Fiscal Letters show that funds have been allocated for reimbursing counties for the direct costs of the mandatory advisory committee on an annual basis since July 2000.¹⁴ However, the reimbursement period for this test claim begins on the operative date of Statutes 1999, chapter 90--July 12, 1999. In addition, the state could also fail to allocate such funds in any future budget year.¹⁵

Section VII of the proposed parameters and guidelines identifies Welfare and Institutions Code section 12301.4, subdivision (b), which provides that each county shall be eligible to receive state reimbursements of administrative costs for one IHSS advisory committee, and the county fiscal letters issued by the Department of Social Services showing the funds that have been allocated to specified counties for the direct costs of the advisory committee from July 2000 through July 2006. Section VII states the following:

Any offsets the claimant experiences in the same program as a result of the same statutes or executive orders found to contain the mandate shall be deducted from the costs claimed. In addition, reimbursement for this mandate from any source, including but not limited to service fees collected; and federal and state funds, including funds allocated for the direct costs of the IHSS advisory committee pursuant to Welfare and Institutions Code section 12301.4, subdivision (b), county fiscal letters issued by the Department of Social Services allocating state and federal funds for the IHSS advisory committee (DSS CFL Nos. Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02), and future allocations of state and federal funds for the IHSS advisory committee shall be identified and deducted from this claim.

Comments on the Draft Staff Analysis

On July 14, 2008, claimant and the Department of Finance each submitted comments concurring with the draft staff analysis and modified proposed parameters and guidelines.^{16, 17} Therefore, staff made no further changes to the modified proposed parameters and guidelines.

¹⁴ DSS CFL, Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02.

¹⁵ In *Carmel Valley Fire Protection Dist. v. State* (2001) 25 Cal.4th 287, 299, the Court discussed that, subject only to the Governor's veto power, the Legislature has the power to determine how funds are expended in each annual budget: "Legislative determinations relating to expenditures in other respects are binding upon the executive: 'The executive branch, in expending public funds, may not disregard legislatively prescribed directives and limits pertaining to the use of such funds.'"

¹⁶ Exhibit C.

¹⁷ Exhibit D.

Staff Recommendation

Staff recommends that the Commission adopt the proposed parameters and guidelines, as modified by staff, beginning on page 9. Staff also recommends that the Commission authorize staff to make any non-substantive, technical corrections to the parameters and guidelines following the hearing.

Adopted: August 1, 2008

PROPOSED PARAMETERS AND GUIDELINES

Welfare and Institutions Code Sections 12301.3, 12301.4 and 12302.25

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In-Home Supportive Services II
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County of San Bernardino, Claimant

I. SUMMARY OF THE MANDATE

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- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²

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- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)³
- Effective September 14, 2000, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):
 - In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.
 - A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁴
- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁵
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁶
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁷
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior

³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁴ As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁸

- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4).⁹

The Commission concludes that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee. The Commission further concludes that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

II. ELIGIBLE CLAIMANTS

Any county, and city and county, that incurs increased costs as a result of this reimbursable state-mandated program is eligible to claim reimbursement of those costs.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557, subdivision (e), states that a test claim shall be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The County of San Bernardino filed the test claim on June 29, 2001, establishing eligibility for 1999-2000.

However, the operative date of Statutes 1999, chapter 90 is July 12, 1999; therefore the reimbursement period for this test claim begins no earlier than July 12, 1999. In addition, Welfare and Institutions Code section 12302.25 mandates that the requirements be completed on or before January 1, 2003. Therefore, costs incurred pursuant to Welfare and Institutions Code section 12302.25 are reimbursable from July 12, 1999 through December 31, 2002.

Statutes 2000, chapter 445 has an operative date of September 14, 2000. Therefore, costs incurred pursuant to amendments to Welfare and Institutions Code section 12301.3 by Statutes 2000, chapter 445, are reimbursable no earlier than September 14, 2000.

Actual costs for one fiscal year shall be included in each claim. ~~Estimated costs of the subsequent year may be included on the same claim, if applicable.~~ Pursuant to Government Code section 17561, subdivision (d)(1)(A), all claims for reimbursement of initial fiscal year costs shall be submitted to the State Controller within 120 days of the issuance date for the claiming instructions.

If the total costs for a given fiscal year do not exceed \$1,000, no reimbursement shall be allowed except as otherwise allowed by Government Code section 17564.

⁸ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

A. One-time Activities

1. County
 - a) Establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. (Reimbursement period is limited to July 12, 1999 through December 31, 2002.)
 - b) Offering an individual provider employer option, for counties with an IHSS caseload of more than 500, upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. (Reimbursement period begins July 12, 1999.)

B. On-going Activities

1. Board of Supervisors
 - a) Appointing an in-home supportive services advisory committee comprised of:
 - i. Not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the

membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Reimbursement period begins July 12, 1999.)

- ii. In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services. (Reimbursement period begins September 14, 2000.)
 - iii. In counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services. (Reimbursement period begins September 14, 2000.)
 - iv. A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Reimbursement period begins September 14, 2000.)
- b) Soliciting recommendations for qualified advisory committee members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Reimbursement period begins July 12, 1999.)
 - c) Soliciting recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Reimbursement period is limited to July 12, 1999 through December 31, 2002.)
 - d) Taking the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Reimbursement period begins July 12, 1999.)

2. Advisory Committee

- a) Submitting recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Reimbursement period begins July 12, 1999.)
- b) Providing ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Reimbursement period begins July 12, 1999.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

4. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1, Salaries and Benefits, for each applicable reimbursable activity.

B. Indirect Cost Rates

Indirect costs are costs that are incurred for a common or joint purpose, benefiting more than one program, and are not directly assignable to a particular department or program without efforts disproportionate to the result achieved. Indirect costs may include both (1) overhead costs of the unit performing the mandate; and (2) the costs of the central government services distributed to the other departments based on a systematic and rational basis through a cost allocation plan.

Compensation for indirect costs is eligible for reimbursement utilizing the procedure provided in the Office of Management and Budget (OMB) Circular A-87. Claimants have the option of

using 10% of direct labor, excluding fringe benefits, or preparing an Indirect Cost Rate Proposal (ICRP) if the indirect cost rate claimed exceeds 10%.

If the claimant chooses to prepare an ICRP, both the direct costs (as defined and described in OMB Circular A-87 Attachments A and B) and the indirect costs shall exclude capital expenditures and unallowable costs (as defined and described in OMB Circular A-87 Attachments A and B). However, unallowable costs must be included in the direct costs if they represent activities to which indirect costs are properly allocable.

The distribution base may be (1) total direct costs (excluding capital expenditures and other distorting items, such as pass-through funds, major subcontracts, etc.), (2) direct salaries and wages, or (3) another base which results in an equitable distribution.

In calculating an ICRP, the claimant shall have the choice of one of the following methodologies:

1. The allocation of allowable indirect costs (as defined and described in OMB Circular A-87 Attachments A and B) shall be accomplished by (1) classifying a department's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate which is used to distribute indirect costs to mandates. The rate should be expressed as a percentage which the total amount allowable indirect costs bears to the base selected; or
2. The allocation of allowable indirect costs (as defined and described in OMB Circular A-87 Attachments A and B) shall be accomplished by (1) separating a department into groups, such as divisions or sections, and then classifying the division's or section's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate that is used to distribute indirect costs to mandates. The rate should be expressed as a percentage which the total amount allowable indirect costs bears to the base selected.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter¹⁰ is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

¹⁰ This refers to Title 2, division 4, part 7, chapter 4 of the Government Code.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

Any offsets the claimant experiences in the same program as a result of the same statutes or executive orders found to contain the mandate shall be deducted from the costs claimed. In addition, reimbursement for this mandate from any source, including but not limited to service fees collected; and federal and state funds, including funds allocated for the direct costs of the IHSS advisory committee pursuant to Welfare and Institutions Code section 12301.4, subdivision (b), county fiscal letters issued by the Department of Social Services allocating state and federal funds for the IHSS advisory committee (DSS CFL Nos. Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02), and future allocations of state and federal funds for the IHSS advisory committee shall be identified and deducted from this claim.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement not later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

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BEFORE THE
 COMMISSION ON STATE MANDATES
 STATE OF CALIFORNIA

IN RE TEST CLAIM:

Government Code Section 16262.5;
 Welfare and Institutions Code Sections 12301.3,
 12301.4, 12301.6, 12301.8, 12302.25, 12302.7,
 12303.4, 12306.1, 14132.95, 17600 and
 17600.110, as Added, Amended, or Repealed by
 Statutes 1999, Chapters 90 and 91; and
 Statutes 2000, Chapter 445;
 Filed on June 29, 2001,
 By County of San Bernardino, Claimant.

Case No.: 00-TC-23

In-Home Supportive Services II

STATEMENT OF DECISION PURSUANT
 TO GOVERNMENT CODE SECTION 17500
 ET SEQ.; CALIFORNIA CODE OF
 REGULATIONS, TITLE 2, DIVISION 2,
 CHAPTER 2.5, ARTICLE 7

(Adopted on April 16, 2007)

STATEMENT OF DECISION

The Commission on State Mandates ("Commission") heard and decided this test claim during a regularly scheduled hearing on April 16, 2007. Bonnie Ter Keurst, County of San Bernardino, appeared on behalf of the claimant. Allan Burdick of Maximus, and Steve Lakich, Director of Labor Relations, County of Sacramento, appeared as interested parties in support of the claimant's position. Susan Geanacou and Carla Castaneda appeared for the Department of Finance. James Norris, Senior Staff Counsel, appeared for the Department of Social Services.

The law applicable to the Commission's determination of a reimbursable state-mandated program is article XIII B, section 6 of the California Constitution, Government Code section 17500 et seq., and related case law.

The Commission adopted the staff analysis to partially approve this test claim at the hearing by a vote of 4-3.

Summary of Findings

County of San Bernardino's test claim filing alleges that legislative amendments governing the operation of the In-Home Supportive Services (IHSS) program in California, added by Statutes 1999, chapters 90 and 91, and Statutes 2000, chapter 445, "imposed a new state mandated program and cost ... by substantially amending the administrative requirements of the IHSS program." The test claim statutes, in part, address the form in which in-home supportive services care providers are employed, referred to as the "mode of service," including requiring that all counties establish an employer of record for IHSS providers, other than the recipient of the

services. The test claim statutes also provide that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

At the outset, the advisory committee must make recommendations on the best method of employing IHSS providers, and for establishing an "employer of record." According to Welfare and Institutions Code section 12301.4, the advisory committee must also have an ongoing role providing "advice and recommendations regarding in-home supportive services." Claimant asserts that the state funding provided at the time of the test claim filing was inadequate to cover the actual costs of the advisory committee, and seeks to recover the remainder of their claimed costs of creating and operating the advisory committee through mandate reimbursement.

The Commission finds that while counties may incur increased costs for higher wages and benefits as an indirect result of the requirement to act as or establish an employer of record, a showing of increased costs is not determinative of whether the legislation imposes a reimbursable state-mandated program. The California Supreme Court has repeatedly ruled that evidence of additional costs alone do not result in a reimbursable state-mandated program under article XIII B, section 6.¹ The test claim statutes create a situation where the employer may be faced with "a higher cost of compensation to its employees." As held by the court, "[t]his is not the same as a higher cost of providing services to the public." Therefore, the Commission finds that any increased wage and benefit costs that may be incurred indirectly following implementation of Welfare and Institutions Code section 12302.25, is not a new program or higher level of service.

In addition, the Commission finds that the plain language of the test claim statute does not *require* collective bargaining, but rather confirms that the code section does not prohibit collective bargaining or other negotiations on wages and benefits. However, for the activities listed below, the Commission finds that the test claim statutes mandated a new program or higher level of service, and costs mandated by the state:

- From July 12, 1999; until December 31, 2002, each county shall establish an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)
- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (c).)

¹ *County of Los Angeles, supra*, 43 Cal.3d at page 54; see also, *Kern High School Dist., supra*, 30 Cal.4th 727, 735.

- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)
- Following the September 14, 2000 amendment by Statutes 2000, chapter 445, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)
- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4.)

The Commission concludes that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for

the direct costs of the advisory committee. The Commission further concludes that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

BACKGROUND

In-Home Supportive Services (IHSS) is a social services program developed to provide necessary care to aged, blind or permanently disabled, low-income persons, with the goal of allowing the individual (hereafter referred to as the "recipient") to remain in their home and out of nursing homes or other institutional care for as long as possible. The services provided range according to the needs of the recipient and can include all manner of housekeeping, including cleaning, laundry, meal preparation, and grocery shopping. In addition, some recipients require and receive additional personal and medical care services: assistance with bathing, grooming and related activities; transportation to medical appointments; and administration of para-medical procedures, including injections. Since its inception in 1973, IHSS has been jointly funded by federal, state, and county government.

The test claim statutes, in part, address the form in which the IHSS care providers are employed, referred to as the "mode of service." Prior law did not require the designation of an employer of record for individual providers. In 1990, a California appellate decision addressed the issue of who was the employer of record for individual providers of IHSS, particularly for the purposes of collective bargaining under the Meyers-Milias-Brown Act (MMBA). In *Service Employees Internat. Union v. County of Los Angeles* (1990) 225 Cal.App.3d 761, 765, the court discussed the way that providers were employed under prior law, as follows:

A county may deliver services under the IHSS program by (1) hiring in-home supportive personnel in accordance with established county civil services requirements, (2) contracting with a city, county, city or county agency, a local health district, a voluntary nonprofit agency, a proprietary agency or an individual, or (3) making direct payment to a recipient for the purchase of services. (Welf. & Inst. Code, § 12302.) Defendant county chose the third alternative.

The court made findings that the county was not a *de facto* employer of record for purposes of collective bargaining, *id.* at pages 772-773:

Plaintiff insists that the state and the county are joint employers of the IHSS providers and the county's role as a joint employer is sufficient to render the providers employees of the county for purposes of the MMBA.^{FN4}

FN4. Interestingly, in the attorney general's opinion upon which plaintiff relied below it is stated: "While the concept that IHSS workers may have more than one 'employer' appears appropriate for purposes of some laws, it would seem inappropriate and unworkable for purposes of collective bargaining under California statutes." (68 Ops.Cal.Atty.Gen. 194, 199, *supra*.)

The trial court found that the county acts as the agent of the state in administering the IHSS program and concluded that in some circumstances an agent may be a joint employer, a dual employer or a special employer. (See *County of*

Los Angeles v. Workers' Comp. Appeals Bd. (1981) 30 Cal.3d 391, 405, 179 Cal.Rptr. 214, 637 P.2d 681.) However, such a relationship arises only where both the general employer and the special employer have the right to control the employee's activities. (*Ibid.*) The court found the county had no such right of control and therefore was not an employer of the IHSS providers under a dual or special employer theory. ... As previously indicated, substantial evidence supports the trial court's finding that the county does not exercise control over and direct the activities of the IHSS providers.

Creating a distinct change from the case law cited above, the test claim statutes require that all counties establish an employer of record for IHSS providers, other than the recipient of the services. Welfare and Institutions Code section 12302.25, as added by Statutes 1999, chapter 90, provides, in part:

(a) On or before January 1, 2003, each county shall act as, or establish, an employer for in-home supportive service providers Each county may utilize a public authority or nonprofit consortium ..., the contract mode ..., county administration of the individual provider mode ... for purposes of acting as, or providing, an employer ..., county civil service personnel ..., or mixed modes of service authorized pursuant to this article and may establish regional agreements in establishing an employer for purposes of this subdivision for providers of in-home supportive services. ... Upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers pursuant to this subdivision, counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option.²

In addition, Welfare and Institutions Code section 12301.3, with certain exceptions, provides that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

Claimant's Position

County of San Bernardino's June 29, 2001³ test claim filing alleges that legislative amendments governing the operation of IHSS in California, by Statutes 1999, chapters 90 and 91, and Statutes 2000, chapter 445, "imposed a new state mandated program and cost ... by substantially amending the administrative requirements of the IHSS program."

Employer of Record

The claimant asserts that the legislation "mandates the establishment of an 'employer of record' [for the individuals who provide the in-home care] on or before January 1, 2003." The claimant alleges that this requirement results in multi-million dollar increased costs, with estimates varying widely according to which form of "employer of record" is ultimately selected: a public authority, a contract with an outside agency, or the county itself.

² References to applicable Welfare and Institutions Code sections omitted for ease of reading.

³ The potential reimbursement period begins no earlier than July 1, 1999, based upon the filing date for this test claim. (Gov. Code, § 17557.)

The claimant is also seeking reimbursement for any collective bargaining that may result if providers unionize after the "employer of record" is established.

Advisory Committee

The claimant asserts that the statutes mandate the creation of county advisory committees, with specific membership requirements of up to eleven members, largely made up of current or past users and providers of IHSS, with participation of only one county employee. At the outset, the advisory committee is to make recommendations on the best method of employing IHSS providers, and establishing an "employer of record." According to Welfare and Institutions Code section 12301.4, the advisory committee is also to have an ongoing role providing "advice and recommendations regarding in-home supportive services."

Claimant asserts that the state funding provided at the time of the test claim filing was inadequate to cover the actual costs of the advisory committee, and seeks to recover the remainder of their claimed costs of creating and operating the advisory committee through mandate reimbursement.

In comments on the draft staff analysis, dated March 26, 2007, the claimant disagrees with the finding that reimbursement does not include "any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to collective bargaining." The claimant maintains that collective bargaining was the intent of the test claim legislation, and that the "costs pertaining to collective bargaining, must be reimbursable." In addition, the claimant maintains that any "costs incurred as part of that new activity [of acting as or establishing an employer of record], such as higher wages and benefits, must be reimbursable.

Interested Party Position

The Director of Labor Relations from the County of Sacramento appeared at the April 16, 2007 Commission hearing to provide support for the claim of the County of San Bernardino. The sworn testimony described the results of collective bargaining with IHSS workers in Sacramento County since the year 2000, under a public authority form of employer of record. According to the testimony, the workers were organized by Service Employees International Union (SEIU) and a two-year agreement was reached in June 2001. Prior to that point, workers were earning minimum wage with no health benefits. Through the negotiated contract, workers received health insurance and an increase in wages to 7.50 in June 2000, \$8.50 on October 1, 2001, and then \$9.50 on October 1, 2002.⁴ The representative also testified as to subsequent negotiations which have resulted in further increases in wages and benefits, as follows:

Our last collective bargaining agreement was entered into this last December 1st, 2006; and it runs through November 2009. And the wages go up to \$10 – they were \$10 an hour. They went up to \$10.40 per hour as of January 1, 2007. The health insurance will go up to \$391.85 as of January 1, 2007. The dental insurance stays at the rate of \$11.50.

The IHSS office here in Sacramento employs 20 employees now. And the county pays 17.5 cents for every dollar spent.

⁴ April 16, 2007 Commission Hearing Transcript, pages 19-22.

My office does the collective bargaining. Over that period of seven years we have billed the public authority a total of \$59,675 to do the collective bargaining administration.

Department of Social Services Position

DSS, in comments filed November 9, 2001, disputes the test claim filing. As for the requirement to establish an "employer of record," DSS responds that with the multiple choices available to the county, the claimant has not "shown that the legislation at issue "requires" the county to incur an increase in costs and that therefore a basic element of a reimbursable state mandate is not met here."

In addition, DSS asserts that the test claim legislation does not require that the county engage in collective bargaining, nor does it require an increase of wages and benefits to the providers. DSS also cites case law to support the contention that higher costs of compensation or benefits are not subject to article XIII B, section 6.

DSS also argues that San Bernardino has not claimed all available funds set aside by the state for the advisory committee portion of the test claim, and therefore asserts that this portion of the claim should be dismissed.

In comments on the draft staff analysis, dated March 23, 2007, DSS argues that Government Code section 17556, subdivision (e) applies to deny reimbursement "with respect to the establishment and operation of advisory committees pursuant to Welfare and Institutions Code Sections 12301.3 and 12301.4, [because] revenue, specifically intended to fund the costs of the activities required of the advisory committees, and in an amount sufficient to cover those costs, has been available to the counties from the outset." This argument is address further below.

At the Commission hearing, DSS testified that, regarding the choice of employer-of-record, "[w]e think there is a least-cost method in terms of administrative costs that a county could use; and that it is only these costs that are arguably required by the test claim statutes. And, therefore only those costs should be reimbursable."⁵

Department of Finance Position

DOF, in a letter filed March 6, 2002, also disputes the test claim filing "in its entirety." Specifically, as to the claims of potential costs related to collective bargaining, DOF argues "[e]ven if local governments were in fact required by the test claim statutes to incur these costs, they would not be reimbursable because they are wage/benefit related costs incurred by local governments as a result of state statutes regulating the terms and conditions of employment," which is not a reimbursable state mandate pursuant to case law. In addition, DOF maintains that "local governments retain options pursuant to which there would be no increased costs to them resulting from the employer of record, ... [which] preclude any findings of reimbursable state mandated costs."

⁵ April 16, 2007 Transcript, page 24.

DOF claims that the claimant failed to adequately address the exceptions to "costs mandated by the state" set out in Government Code section 17556, and therefore the test claim "is incomplete under the Commission's regulations and should be returned to the test claimant or disallowed."⁶

DOF also contends that the advisory committee costs are not reimbursable costs mandated by the state "because there is an allocation of funds by DSS pursuant to an appropriation to cover these costs. The test claimant has presented no evidence that these appropriations are insufficient to cover claimed costs as required by the Commission's regulations."

DOF filed comments on the draft staff analysis on March 28, 2007, which are addressed in the analysis below.

At the hearing, DOF stated "[w]e concur with the staff analysis on the finding of the program and the higher level of service."⁷ However, DOF also noted that Proposition 1A, "limited the State's ability to reduce funding [for a mandated program,] without notifying locals of suspending the mandates."⁸ They also concur with DSS "that much of the advisory committee's activities are funded through the department."⁹

COMMISSION FINDINGS

The courts have found that article XIII B, section 6, of the California Constitution¹⁰ recognizes the state constitutional restrictions on the powers of local government to tax and spend.¹¹ "Its purpose is to preclude the state from shifting financial responsibility for carrying out governmental functions to local agencies, which are 'ill equipped' to assume increased financial responsibilities because of the taxing and spending limitations that articles XIII A and XIII B impose."¹² A test claim statute or executive order may impose a reimbursable state-mandated program if it orders or commands a local agency or school district to engage in an activity or

⁶ On June 10, 2001, Commission staff issued a completeness review letter finding that all required elements for filing a test claim had been met, and the filing was accepted.

⁷ *Id.* at page 25.

⁸ *Ibid.*

⁹ *Id.* at page 26.

¹⁰ Article XIII B, section 6, subdivision (a), provides: (a) Whenever the Legislature or any state agency mandates a new program or higher level of service on any local government, the state shall provide a subvention of funds to reimburse that local government for the costs of the program or increased level of service, except that the Legislature may, but need not, provide a subvention of funds for the following mandates: (1) Legislative mandates requested by the local agency affected. (2) Legislation defining a new crime or changing an existing definition of a crime. (3) Legislative mandates enacted prior to January 1, 1975, or executive orders or regulations initially implementing legislation enacted prior to January 1, 1975.

¹¹ *Department of Finance v. Commission on State Mandates (Kern High School Dist.)* (2003) 30 Cal.4th 727, 735.

¹² *County of San Diego v. State of California* (1997) 15 Cal.4th 68, 81.

task.¹³ In addition, the required activity or task must be new, constituting a "new program," or it must create a "higher level of service" over the previously required level of service.¹⁴

The courts have defined a "program" subject to article XIII B, section 6, of the California Constitution, as one that carries out the governmental function of providing public services, or a law that imposes unique requirements on local agencies or school districts to implement a state policy, but does not apply generally to all residents and entities in the state.¹⁵ To determine if the program is new or imposes a higher level of service, the test claim legislation must be compared with the legal requirements in effect immediately before the enactment of the test claim legislation.¹⁶ A "higher level of service" occurs when the new "requirements were intended to provide an enhanced service to the public."¹⁷

Finally, the newly required activity or increased level of service must impose costs mandated by the state.¹⁸

The Commission is vested with exclusive authority to adjudicate disputes over the existence of state-mandated programs within the meaning of article XIII B, section 6.¹⁹ In making its decisions, the Commission must strictly construe article XIII B, section 6, and not apply it as an "equitable remedy to cure the perceived unfairness resulting from political decisions on funding priorities."²⁰

Issue 1: Do the test claim statutes mandate a new program or higher level of service on local agencies within the meaning of article XIII B, section 6 of the California Constitution?

In order for a test-claim statute or executive order to be subject to article XIII B, section 6 of the California Constitution, it must constitute a "program." In *County of Los Angeles v. State of*

¹³ *Long Beach Unified School Dist. v. State of California* (1990) 225 Cal.App.3d 155, 174.

¹⁴ *San Diego Unified School Dist. v. Commission on State Mandates* (2004) 33 Cal.4th 859, 878, (*San Diego Unified School Dist.*); *Lucia Mar Unified School Dist. v. Honig* (1988) 44 Cal.3d 830, 835 (*Lucia Mar*).

¹⁵ *San Diego Unified School Dist.*, *supra*, 33 Cal.4th 859, 874-875 (reaffirming the test set out in *County of Los Angeles v. State of California* (1987) 43 Cal.3d 46, 56; see also *Lucia Mar*, *supra*, 44 Cal.3d 830, 835.)

¹⁶ *San Diego Unified School Dist.*, *supra*, 33 Cal.4th 859, 878; *Lucia Mar*, *supra*, 44 Cal.3d 830, 835.

¹⁷ *San Diego Unified School Dist.*, *supra*, 33 Cal.4th 859, 878.

¹⁸ *County of Fresno v. State of California* (1991) 53 Cal.3d 482, 487; *County of Sonoma v. Commission on State Mandates* (2000) 84 Cal.App.4th 1265, 1284 (*County of Sonoma*); Government Code sections 17514 and 17556.

¹⁹ *Kinlaw v. State of California* (1991) 54 Cal.3d 326, 331-334; Government Code sections 17551 and 17552.

²⁰ *County of Sonoma*, *supra*, 84 Cal.App.4th 1265, 1280, citing *City of San Jose v. State of California* (1996) 45 Cal.App.4th 1802, 1817.

California, the California Supreme Court defined the word "program" within the meaning of article XIII B, section 6 as one that carries out the governmental function of providing a service to the public, or laws which, to implement a state policy, impose unique requirements on local governments and do not apply generally to all residents and entities in the state.²¹ The court has held that only one of these findings is necessary.²²

The Commission finds that establishing an in-home supportive services advisory committee and an employer of record imposes a program within the meaning of article XIII B, section 6 of the California Constitution. Several of the Welfare and Institutions Code sections claimed governing the administrative activities of IHSS impose unique requirements on the counties that do not apply generally to all residents and entities in the state.

Next, the analysis must continue to determine if the individual elements of the test claim filing also impose a new program or higher level of service. The courts have defined a "higher level of service" in conjunction with the phrase "new program" to give the subvention requirement of article XIII B, section 6 meaning. Accordingly, "it is apparent that the subvention requirement for increased or higher level of service is directed to state-mandated increases in the services provided by local agencies in existing programs."²³ A statute or executive order mandates a reimbursable "higher level of service" when, as compared to the legal requirements in effect immediately before the enactment of the test claim legislation, it increases the actual level of governmental service to the public provided in the existing program.²⁴

IHSS Employer of Record: Welfare and Institutions Code Section 12302.25, Subdivisions (a)-(c)

Welfare and Institutions Code section 12302.25, subdivision (a), as added by Statutes 1999, chapter 90, requires counties to act as, or establish an employer of record for IHSS providers, other than the state or the individual recipient by January 1, 2003.

Claimant alleges that the test claim statutes "require the establishment of an 'employer of record'" and a "mandate of collective bargaining with providers of IHSS services, as well as the increased costs [of wages and benefits] that will arise once collective bargaining has been instituted."²⁵

The county shall establish an employer of record through several options: a contract, public authority, nonprofit consortium, or by the county acting as the employer of record itself, or a combination of the above. There is no mandate for the county to act as the employer of record, but this is one of the options available to the counties; each option can have great impact on the downstream costs of operating IHSS, but this is a choice made at the discretion of each county.

²¹ *County of Los Angeles, supra*, 43 Cal.3d at page 56.

²² *Carmel Valley Fire Protection Dist. v. State of California* (1987) 190 Cal.App.3d 521, 537.

²³ *County of Los Angeles, supra*, 43 Cal.3d 46, 56; *San Diego Unified School District, supra*, 33 Cal.4th 859, 874.

²⁴ *San Diego Unified School Dist., supra*, 33 Cal.4th 859, 878; *Lucia Mar, supra*, 44 Cal.3d 830, 835.

²⁵ Test Claim Filing, pages 13 and 14.

Counties have always had a share of cost for the ongoing administration of IHSS:²⁶ the test claim statutes do not alter that share of cost, and no downstream administrative activities are newly required as a result of this statute. However, the requirement to *establish* an employer of record pursuant to the test claim statute is not discretionary and requires administrative action on the part of the counties.²⁷

DOF filed comments on March 28, 2007, arguing that the test claim statute “requires any county, not in compliance with the mandates of AB 1682 within a specified timeframe, to act as the employer of record.” Presumably DOF’s argument is that counties did not need to engage in any administrative activities to comply with the law, because they could simply wait and default to become the employer of record. The provision that DOF refers to is section 12302.25, subdivision (j), as amended by Statutes 2002, chapter 1135, operative January 1, 2003.

Therefore, counties were required to engage in administrative activities to establish an employer of record from July 12, 1999, the operative date of Statutes 1999, chapter 90, until December 31, 2002. The Commission finds that only on or after January 1, 2003 was the “default” employer of record provision applicable, and any requirement to *establish* an employer of record was no longer mandatory.

Therefore, the Commission finds that Welfare and Institutions Code section 12302.25 imposes a new program or higher level of service for the following new time-limited activity:

- From July 12, 1999, until December 31, 2002, each county shall establish an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²⁸

In addition, the Commission finds that Welfare and Institutions Code section 12302.25 imposes a new program or higher level of service for the following new activity:

- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, in addition to a county’s selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for

²⁶ Welfare and Institutions Code section 12306.

²⁷ DOF, in its comments filed March 28, 2007, continues to argue that the “contract mode” provides a no-cost option for counties to establish an employer of record. The claimant persuasively countered this argument at pages 6-14 of the September 9, 2002 rebuttal, identifying significant administrative costs involved in establishing a contract.

²⁸ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²⁹

DSS, in its November 9, 2001 test claim comments, provides a rebuttal to the mandate claim for collective bargaining costs:

The claimant, on page 2 of the mandate summary, characterizes the legislation at issue as mandated collective bargaining between the employer of record and the providers. A careful reading of the statutes, however, reveals no such mandate. The statutes at issue do not mandate collective bargaining. Collective bargaining rights and duties are established and controlled by other state and federal laws that operate upon labor relations. The mandate to establish an employer for Individual Providers (IPs) for purposes of the [MMBA] or any other applicable state and federal laws makes no statement on whether IPs will organize or whether any representative will be able to force collective bargaining upon counties under [MMBA] or any other provision. What the legislation does is to require counties to appoint, name or otherwise establish the entity that will respond in the event there is a right or obligation to engage in collective bargaining that IPs possess under other law. If collective bargaining between the employer of record and the providers is mandated by law it is not the law at issue that does so.

Subdivision (b) states: "Nothing in this section shall prohibit any negotiations or agreement regarding collective bargaining or any wage and benefit enhancements." The Commission finds that the plain language of the test claim statute does not *require* collective bargaining, but rather confirms that the code section does not prohibit collective bargaining or other negotiations on wages and benefits.³⁰ The Commission finds that Welfare and Institutions Code section 12302.25, subdivision (b), does not mandate a new program or higher level of service for collective bargaining.

Subdivision (c) provides: "Nothing in this section shall be construed to affect the state's responsibility with respect to the state payroll system, unemployment insurance, or workers' compensation and other provisions of Section 12302.2 for providers of in-home supportive services." This section maintains the existing law regarding the state's responsibilities under section 12302.2, which addresses certain withholding and contribution requirements when

²⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

³⁰ In comments on the draft staff analysis, dated March 26, 2007, the claimant states that "the fundamental rule of statutory construction is [to] ascertain legislative intent," citing *Select Base Materials v. Board of Equal.* (1959) 51 Cal.2d 640, 645. The claimant then quotes the Legislative Counsel's Digest for Assembly Bill No. 1682 to argue that collective bargaining costs are reimbursable. While the case law cited is correct, it is equally fundamental that "[t]he statute's plain meaning controls the court's interpretation unless its words are ambiguous. If the plain language of a statute is unambiguous, no court need, or should, go beyond that pure expression of legislative intent." *Kobzoff v. Los Angeles County Harbor/UCLA Medical Center* (1998) 19 Cal.4th 851, 861. Moreover, the Legislative Counsel's Digest is not determinative of the ultimate issue whether a statute constitutes a state-mandated program under article XIII B, section 6. (*City of San Jose, supra*, 45 Cal.App.4th 1802, 1817.)

paying individual IHSS providers. This section is only applicable to the state, and clarifies that the test claim statute is to have no impact on another provision of law; therefore, the Commission finds that Welfare and Institutions Code section 12302.25, subdivision (c) does not mandate a new program or higher level of service.

In addition, while counties may incur increased costs for higher wages and benefits as an indirect result of the requirement to act as or establish an employer of record, a showing of increased costs is not determinative of whether the legislation imposes a reimbursable state-mandated program. The California Supreme Court has repeatedly ruled that evidence of additional costs alone do not result in a reimbursable state-mandated program under article XIII B, section 6.³¹ The Court also found in *Lucia Mar, supra*, 44 Cal.3d 830, 835:

We recognize that, as is made indisputably clear from the language of the constitutional provision, local entities are not entitled to reimbursement for all increased costs mandated by state law, but only those costs resulting from a new program or an increased level of service imposed upon them by the state.

Comments filed by the state agencies, DOF and DSS, both assert that case law interpreting article XIII B, section 6, including *County of Los Angeles, supra*, *City of Anaheim v. State of California* (1987) 189 Cal.App.3d 1478, and *City of Richmond v. Commission on State Mandates* (1998) 64 Cal.App.4th 1190, results in a finding that "increases in employment benefits or compensation, as the result of legislation that does not directly mandate the increase, are not considered a "new program or "higher level of service in an existing program" as meant by the Constitution."³²

In *County of Los Angeles, supra*, 43 Cal.3d 46, the Court addressed the costs incurred as a result of legislation that required local agencies to provide the same increased level of workers' compensation benefits for their employees as private individuals or organizations were required to provide to their employees. The Supreme Court recognized that workers' compensation is not a new program and, thus, the court determined whether the legislation imposed a higher level of service on local agencies.³³ The court defined a "higher level of service" as "state mandated increases in the services provided by local agencies in existing programs." (Emphasis added.)

Looking at the language of article XIII B, section 6 then, it seems clear that by itself the term "higher level of service" is meaningless. It must be read in conjunction with the predecessor phrase "new program" to give it meaning. Thus read, it is apparent that the subvention requirement for increased or higher level of service is directed to state mandated increases in the services provided by local agencies in existing "programs."

³¹ *County of Los Angeles, supra*, 43 Cal.3d at page 54; see also, *Kern High School Dist., supra*, 30 Cal.4th 727, 735.

³² DSS Comments, filed November 9, 2001, page 5. DOF's Comments, filed March 6, 2002, page 4, expresses similar arguments.

³³ *County of Los Angeles, supra*, 43 Cal.3d at page 56.

The Supreme Court in *County of Los Angeles* continued:

The concern which prompted the inclusion of section 6 in article XIII B was the perceived attempt by the state to enact legislation or adopt administrative orders creating programs to be administered by local agencies, thereby transferring to those agencies the fiscal responsibility for providing services which the state believed should be extended to the public.³⁴

The court held that reimbursement for the increased costs of providing workers' compensation benefits to employees was not required.

Section 6 has no application to, and the state need not provide subvention for, the costs incurred by local agencies in providing to their employees the same increase in workers' compensation benefits that employees of private individuals or organizations receive. Workers' compensation is not a program administered by local agencies to provide service to the public. Although local agencies must provide benefits to their employees either through insurance or direct payment, they are indistinguishable in this respect from private employers... In no sense can employers, public or private, be considered to be administrators of a program of workers' compensation or to be providing services incidental to administration of the program. Workers' compensation is administered by the state ... Therefore, although the state requires that employers provide workers' compensation for nonexempt categories of employees, increases in the cost of providing this employee benefit are not subject to reimbursement as state-mandated programs or higher levels of service within the meaning of section 6. (*Id.* at pp. 57-58, fn. omitted.)

Although "[t]he law increased the cost of employing public servants, ... it did not in any tangible manner increase the level of service provided by those employees to the public." (*San Diego Unified School Dist., supra*, 33 Cal.4th 859, 875.) In this sense, the present test claim is also indistinguishable from the analysis presented by the Court in *County of Los Angeles*.

City of Richmond, supra, 64 Cal.App.4th 1190, similarly held that requiring local governments to provide death benefits to local safety officers, under both PERS and the workers' compensation system, did not constitute a higher level of service to the public. The court stated:

Increasing the cost of providing services cannot be equated with requiring an increased level of service under a section 6 analysis. A higher cost to the local government for compensating its employees is not the same as a higher cost of providing services to the public.³⁵

The court also found that "[a]lthough a law is addressed only to local governments and imposes new costs on them, it may still not be a reimbursable state mandate."³⁶

³⁴ *Id.* at pages 56-57.

³⁵ *City of Richmond, supra*, 64 Cal.App. 1190, 1196.

³⁶ *Id.* at page 1197.

In *City of Anaheim, supra*, 189 Cal.App.3d 1478, the court determined that an increase in PERS benefits to retired employees, which resulted in a higher contribution rate by local governments, does not constitute a higher level of service to the public. In this case the court found that:

While focusing on the exceptions to reimbursement, City conveniently presumes that [the test claim statute] mandated a higher level of service on local government, a prerequisite to reimbursement when an existing program is modified.

City's claim for reimbursement must fail for the following reasons: (1) [the test claim statute] did not compel City to do anything, (2) any increase in cost to City was only incidental to PERS' compliance with [the test claim statute], and (3) pension payments to retired employees do not constitute a "program" or "service" as that term is used in section 6.³⁷

The court in *Anaheim* found that an increase in pension benefits to employees was not a "program" or "service" within the meaning of article XIII B, section 6.³⁸ The claimant in *City of Anaheim*:

argues that since [the test claim statute] specifically dealt with pensions for *public* employees, it imposed unique requirements on local governments that did not apply to all state residents or entities. [Footnote omitted; emphasis in original.]

However, the court continued:

Such an argument, while appealing on the surface, must fail. As noted above, [the statute] mandated increased costs to a state agency, not a local government. Also, PERS is not a program administered by local agencies.

Moreover, the goals of article XIII B of the California Constitution "were to protect residents from excessive taxation and government spending... [and] preclud[e] a shift of financial responsibility for carrying out governmental functions from the state to local agencies.... Bearing the costs of salaries, unemployment insurance, and workers' compensation coverage-costs which all employers must bear-neither threatens excessive taxation or governmental spending, nor shifts from the state to a local agency the expense of providing governmental services." (*County of Los Angeles v. State of California, supra*, 43 Cal.3d at p. 61.) Similarly, City is faced with a higher cost of compensation to its employees. This is not the same as a higher cost of providing services to the public. [Emphasis added, footnote omitted.]

Therefore, the court concluded that the test claim statute did "not fall within the scope of section 6."³⁹

³⁷ *City of Anaheim, supra*, 189 Cal.App.3d at page 1482.

³⁸ *Ibid.*

³⁹ *Id.* at pages 1483-1484.

In *San Diego Unified School Dist.*, *supra*, 33 Cal.4th at pages 876-877, the Court held:

Viewed together, these cases (*County of Los Angeles*, *supra*, 43 Cal.3d 46, *City of Sacramento*, *supra*, 50 Cal.3d 51, and *City of Richmond*, *supra*, 64 Cal.App.4th 1190) illustrate the circumstance that simply because a state law or order may *increase the costs* borne by local government *in providing services*, this does not necessarily establish that the law or order constitutes an *increased or higher level* of the resulting "service to the public" under article XIII B, section 6, and Government Code section 17514. [Emphasis in original.]

The test claim statutes create a situation where the employer may be faced with "a higher cost of compensation to its employees." As held by the court, in *City of Anaheim*, *supra*, "[t]his is not the same as a higher cost of providing services to the public." Therefore, the Commission finds that any increased wage and benefit costs that may be incurred indirectly following implementation of Welfare and Institutions Code section 12302.25, is not a new program or higher level of service.

IHSS Advisory Committee: Welfare and Institutions Code Sections 12301.3, 12301.4, and 12302.25, Subdivisions (d) & (e)

Welfare and Institutions Code section 12301.3, was added by Statutes 1999, chapter 90. The amendments by Statutes 2000, chapter 445, are indicated by underline, as follows:

(a) Each county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals. No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article.

(1)(A) In counties with fewer than 500 recipients of services provided pursuant to this article or Section 14132.95, at least one member of the advisory committee shall be a current or former provider of in-home supportive services.

(B) In counties with 500 or more recipients of services provided pursuant to this article or Section 14132.95, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

(2) Individuals who represent organizations that advocate for people with disabilities or seniors may be appointed to committees under this section.

(3) Individuals from community-based organizations that advocate on behalf of home care employees may be appointed to committees under this section.

(4) A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee, but may designate any county employee to provide ongoing advice and support to the advisory committee.

(b) Prior to the appointment of members to a committee required by subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations.

(c) The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services.

(d) Any county that has established a governing body, as provided in subdivision (b) of Section 12301.6, prior to July 1, 2000, shall not be required to comply with the composition requirements of subdivision (a) and shall be deemed to be in compliance with this section.

Welfare and Institutions Code section 12301.4, was added by Statutes 1999, chapter 90. The amendments by Statutes 2000, chapter 445, are indicated by underline, as follows:

(a) Each advisory committee established pursuant to Section 12301.3 or 12301.6 shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees.

(b) Each county shall be eligible to receive state reimbursements of administrative costs for only one advisory committee and shall comply with the requirements of subdivision (e) of Section 12302.25.

Welfare and Institutions Code section 12302.25, subdivision (d), as added by Statutes 1999, chapter 90, provides that prior to implementing the "employer of record" requirement, "a county shall establish an advisory committee as required by Section 12301.3 and solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services."

Subdivision (e) provides that "Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about the program on an ongoing basis."

A test claim statute mandates a new program or higher level of service within an existing program when it compels a claimant to perform activities not previously required.⁴⁰ Establishing, maintaining and taking advice from an advisory committee regarding the operation of IHSS was not required of counties prior to Statutes 1999, chapter 90. Therefore, the Commission finds that the plain language of Welfare and Institutions Code sections 12301.3, 12301.4, and 12302.25, subdivisions (d) and (e), mandates a new program or higher level of service, for the following new activities:

- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal

⁴⁰ *Lucia Mar Unified School Dist.*, *supra*, 44 Cal.3d 830, 836.

assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)⁴¹

- Following the September 14, 2000 amendment by Statutes 2000, chapter 445, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁴²

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁴³
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁴⁴
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁴⁵
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁴⁶
- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and

⁴¹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁴² As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁴³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁴⁴ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁴⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁴⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4.)⁴⁷

Since 1992, Welfare and Institutions Code section 12301.6 has provided an option for counties to “[c]ontract with a nonprofit consortium to provide for the delivery of in-home supportive services ... or ... [e]stablish, by ordinance, a public authority to provide for the delivery of in-home supportive services.” According to the September 1999 California State Audit Report on In-Home Supportive Services,⁴⁸ provided by the claimant as Exhibit 4 to the test claim, “As of June 1999, 6 of the State’s 58 counties—Alameda, San Mateo, San Francisco, Santa Clara, Los Angeles, and Contra Costa—had elected to create public authorities for the delivery of in-home supportive services,” under the optional program described in Welfare and Institutions Code section 12301.6. Therefore, those counties, plus any others meeting the exception described in section 12301.3, subdivision (d), are not required to *establish* an advisory committee, but they may be subject to the ongoing requirements of section 12301.4.⁴⁹

DSS does not dispute that the formation and continuing operation of advisory committees pursuant to Welfare and Institutions Code sections 12301.3 and 12301.4 results in an entirely new program or higher level of service to the public. However, both DSS and DOF argue that it is already being sufficiently funded by the state.⁵⁰ This is addressed at Issue 3, below, regarding “costs mandated by the state.”

Issue 2: Are the remaining test claim statutes subject to article XIII B, section 6 of the California Constitution?

Several code sections pled were not in fact substantively amended by the test claim statutes, and therefore are not subject to article XIII B, section 6.

Welfare and Institutions Code section 2 provides: “[t]he provisions of this code, insofar as they are substantially the same as existing statutory provisions relating to the same subject matter, shall be construed as restatements and continuations, and not as new enactments.”⁵¹ The

⁴⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁴⁸ Subtitled “Since Recent Legislation Changes the Way Counties Will Administer the Program, the Department of Social Services Needs to Monitor Service Delivery.”

⁴⁹ Government Code section 17565 provides that if a claimant “at its option, has been incurring costs which are subsequently mandated by the state, the state shall reimburse the local agency or school district for those costs incurred after the operative date of the mandate.”

⁵⁰ DOF’s March 6, 2002 comments, pages 3-4, also argue that because the advisory committees “relate to the process of determining the rate of pay and benefits and of paying workers who provide services administered or overseen by the county, there is no “program” ... for which reimbursement is required.” The cases cited by DOF in support of this proposition do not include facts where there were distinct administrative activities *required* by the test claim statutes, in addition to the higher contribution costs alleged, therefore, the Commission finds that this argument does not preclude a finding of a new program or higher level of service.

⁵¹ This is in accordance with the California Supreme Court decision, which held that “[w]here there is an express repeal of an existing statute, and a re-enactment of it at the same time, or a repeal and a re-enactment of a portion of it, the re-enactment neutralizes the repeal so far as the

Commission finds that a renumbering, reenactment or restatement of prior law does not impose a reimbursable state-mandated program to the extent that the provisions and associated activities remain unchanged.

Welfare and Institutions Code Section 12301.6

Welfare and Institutions Code section 12301.6 provides an option for counties to "[c]ontract with a nonprofit consortium to provide for the delivery of in-home supportive services ... or ... [e]stablish, by ordinance, a public authority to provide for the delivery of in-home supportive services." It was amended by Statutes 1999, chapter 90,⁵² but then repealed and reenacted in its original form by Statutes 1999, chapter 91; both statutes were effective and operative on July 12, 1999. Government Code section 9605 provides: "In the absence of any express provision to the contrary in the statute which is enacted last, it shall be conclusively presumed that the statute which is enacted last is intended to prevail over statutes which are enacted earlier at the same session" Thus Statutes 1999, chapter 91 conclusively prevails over chapter 90 with respect to Welfare and Institutions Code section 12301.6 so that no language was changed when compared to prior law. Therefore, the Commission finds that Welfare and Institutions Code section 12301.6 was not substantively amended by the test claim statutes and is not subject to article XIII B, section 6.

Welfare and Institutions Code Section 12301.8

Similarly, Welfare and Institutions Code section 12301.8 was added by Statutes 1999, chapter 90⁵³ and repealed entirely by Statutes 1999, chapter 91, both effective and operative on July 12, 1999. Government Code section 9605 also applies here, therefore, due to the repeal in Statutes 1999, chapter 91, Welfare and Institutions Code section 12301.8 never operated as law. Thus, the Commission finds that Welfare and Institutions Code section 12301.8 was never operative and is not subject to article XIII B, section 6.

Several test claim statutes do not impose a new program or higher level of service because they do not require any new activities or impose a cost shift pursuant to article XIII B, section 6.

A test claim statute or executive order mandates a new program or higher level of service within an existing program when it compels a local agency to perform activities not previously required,⁵⁴ or when legislation requires that costs previously borne by the state are now to be paid by local agencies. Thus, in order for a statute to be subject to article XIII B, section 6 of the California Constitution, the statutory language must order or command that local governmental agencies perform an activity or task, or result in "a transfer by the Legislature from the State to cities, counties, cities and counties, or special districts of complete or partial financial

old law is continued in force. It operates without interruption where the re-enactment takes effect at the same time." (*In re Martin's Estate* (1908) 153 Cal. 225, 229.)

⁵² Statutes 1999, chapter 90 would have amended the cost sharing provision between the state and the county for operating a public authority or nonprofit consortium under section 12301.6.

⁵³ Statutes 1999, chapter 90 would have added specific state cost-sharing language for increased wages and benefits, above the federal minimum wage, for IHSS providers employed through a public authority, nonprofit consortium, or contract.

⁵⁴ *Lucia Mar Unified School Dist.*, *supra*, 44 Cal.3d 830, 836.

responsibility for a required program for which the State previously had complete or partial financial responsibility.”⁵⁵

Government Code Section 16262.5

Government Code section 16262.5 provides that counties “shall not be reduced for the state share of the nonfederal costs for the administration of the In-Home Supportive Services program,” under certain circumstances. This section was amended by Statutes 1999, chapter 90, to extend the period of time that this provision was applicable from June 30, 1998 to June 30, 2001, and amended other references to fiscal years consistent with this extension. The section generally provides an opportunity for fiscal relief for counties that are reducing funding for administrative activities county-wide in their budget, and also seek to reduce the administrative costs of IHSS in their budget.

Claimant alleges that this section, as amended, “extends the period for which the counties shall not be reduced for the state share of nonfederal costs for administration of the IHSS program but limits the state share of those costs.”⁵⁶

The costs of IHSS have been shared between federal, state and county government since the inception of the program. The test claim statute extended a county fiscal relief program for two additional fiscal years which functioned to provide applicant counties with a reduced share of administrative costs of IHSS. Extending the number of years of fiscal relief available to counties does not require new activities on the part of the claimant, and does not transfer from the state to local agencies “financial responsibility for a required program,” as described in article XIII B, section 6, subdivision (c), of the California Constitution. Therefore, the Commission finds that Welfare and Institutions Code section 16262.5, as amended by Statutes 1999, chapter 90, does not mandate a new program or higher level of service.

Welfare and Institutions Code Sections 14132.95, 17600 and 17600.110

Statutes 1999, chapter 90 amended Welfare and Institutions Code section 17600, by deleting subdivision (b)(4), which eliminated the “In-Home Supportive Services Registry Model Subaccount” from the Sales Tax Account of the Local Revenue Fund.

The deleted language was originally added to the code by Statutes 1993, chapter 100. An uncodified portion of Statutes 1999, chapter 90, (§ 12), provides that “The unencumbered amount residing in the In-Home Supportive Services Registry Subaccount of the Sales Tax Account of the Local Revenue Fund on January 1, 2000, shall be transferred to the General Fund.” Statutes 1999, chapter 90 also deleted Welfare and Institutions Code section 17600.110, which previously provided that “(a) Moneys in the In-Home Supportive Services Registry Model Account shall be available for allocation by the Controller for the purposes of Section 12301.6.”

Welfare and Institutions Code section 14132.95 is a detailed description of IHSS eligibility services and funding, established by prior law. Statutes 1999, chapter 90, deleted subdivision (k)(3)(A) – (C), which previously specified the allocation of the subaccount funding in Welfare and Institutions Code section 17600.110. This funding was earmarked for “the establishment of

⁵⁵ California Constitution, article XIII B, section 6, subdivision (c).

⁵⁶ Test Claim Filing, page 9.

an entity specified in Section 12301.6." Prior law allowed a county "at its option, [to] elect to"⁵⁷ contract with a nonprofit consortium or establish a public authority, to provide IHSS.

The removal of specific state subaccount funding tied to a discretionary program⁵⁸ does not require a claimant to perform new activities, nor does it transfer from the state to local agencies "financial responsibility for a required program," as described in article XIII B, section 6, subdivision (c), of the California Constitution. The Commission finds that Statutes 1999, chapter 90, amending Welfare and Institutions Code sections 14132.95, 17600 and 17600.110, does not mandate a new program or higher level of service.

Welfare and Institutions Code section 12302.7

Welfare and Institutions Code section 12302.7 was repealed by Statutes 1999, chapter 90. Prior to repeal of the law, the code section provided for an optional method for counties to contract for IHSS. The section had an inoperative date of July 1, 2001, and an automatic repealer provision operative January 1, 2002. The earlier repeal of this section did not operate to place any new requirements on counties. Therefore, the Commission finds that the repeal of Welfare and Institutions Code section 12302.7 does not mandate a new program or higher level of service.

Welfare and Institutions Code Section 12303.4

As amended by Statutes 1999, chapter 90, language was stricken from Welfare and Institutions Code section 12303.4, as follows:

(a)(1) Any aged, blind, or disabled individual who is eligible for assistance under this chapter or Chapter 4 (commencing with Section 12500), and who is not described in Section 12304, shall receive services under this article which do not exceed the maximum of 195 hours per month.

~~(2) Recipients served in modes of delivery other than the individual provider mode shall be limited in the maximum number of service hours per month to 195 hours times the statewide wage rate per hour for the individual provider mode as calculated by the department and by dividing this product by the hourly cost of the mode of service to be provided.~~

(b)(1) Any aged, blind, or disabled individual who is eligible for assistance under this chapter or Chapter 4 (commencing with Section 12500), who is in need, as determined by the county welfare department, of at least 20 hours per week of the services defined in Section 12304, shall be eligible to receive services under this article, the total of which shall not exceed a maximum of 283 hours per month.

~~(2) Recipients served in modes of delivery other than the individual provider mode shall be limited in the maximum number of service hours per month to 283 hours times the statewide wage rate per hour for the individual provider as calculated by the department and dividing this product by the hourly cost rate of the mode of service to be provided.~~

⁵⁷ Welfare and Institutions Code section 12301.6

⁵⁸ *Ibid.*

The claimant alleges "this section amends the total hours of services a qualified recipient is entitled to receive."⁵⁹

Prior law allowed for reduction of the number of hours per month of service that a recipient might otherwise be eligible for, when the provider was employed in a method other than the individual provider mode. As an example, if the provider was paid through a contract with an hourly cost rate of \$10 per hour, but the current state wage rate for individual providers was \$8, a recipient otherwise eligible for 283 hours would be limited to approximately 226 hours. This could keep costs to the state and county comparable between the individual provider mode and another mode of service with a higher negotiated hourly cost rate, but could also result in a cut in services to the recipient.

Statutes 1999, chapter 90 eliminated this exception to the maximum number of hours of eligibility for a recipient. The Commission finds that Welfare and Institutions Code section 12303.4, by removing an exception to the maximum number of hours a recipient is eligible to receive, does not require any activities on the part of the counties and thus does not mandate a new program or higher level of service.

Welfare and Institutions Code Section 12306.1

Welfare and Institutions Code section 12306.1, as added by Statutes 1999, chapter 91, provides:

Notwithstanding paragraph (3) of subdivision (c) of Section 12301.6, with regard to wage increases negotiated by a public authority pursuant to Section 12301.6, for the 1999-2000 fiscal year the state shall pay 80 percent, and each county shall pay 20 percent, of the nonfederal share of paid increases up to fifty cents (\$0.50) above the hourly statewide minimum wage. This section shall be applicable to wage increases negotiated prior to or during the 1999-2000 fiscal year.

This section was repealed by Statutes 2000, chapter 108, effective and operative July 10, 2000.⁶⁰ Welfare and Institutions Code section 12301.6, as referred to in section 12306.1, is a discretionary statute, and the Commission finds that any negotiated wages in excess of the state minimum wage, or cost-sharing resulting from such a statute, are all costs assumed at the option of the county.⁶¹ The Commission finds that Welfare and Institutions Code section 12306.1 did not require any activities on the part of the counties, nor did it transfer from the state to local agencies "financial responsibility for a required program," as described in article XIII B, section 6, subdivision (c), of the California Constitution, and thus did not mandate a new program or higher level of service.

⁵⁹ Test Claim Filing, page 10.

⁶⁰ Statutes 2000, chapter 108 was not pled in the test claim.

⁶¹ *Kern High School Dist.*, *supra*, 30 Cal.4th at page 743: "We instead agree with the Department of Finance, and with *City of Merced*, *supra*, 153 Cal.App.3d 777, that the proper focus under a legal compulsion inquiry is upon the nature of claimants' participation in the underlying programs themselves."

Issue 3: Do the test claim statutes found to impose a new program or higher level of service also impose costs mandated by the state pursuant to Government Code section 17514?

Reimbursement under article XIII B, section 6 is required only if any new program or higher level of service is also found to impose "costs mandated by the state." Government Code section 17514 defines "costs mandated by the state" as any *increased* cost a local agency is required to incur as a result of a statute or executive order that mandates a new program or higher level of service. At the time of filing the test claim, the claimant was required to allege costs in excess of \$200, pursuant to Government Code section 17564. The claimant estimated increased costs to the county share of wages and benefits in the range of \$10 to 21.7 million after establishing a public authority as the employer of record. In addition, the claimant states that these figures "do not include the administrative costs incurred with: creation and ongoing activities of the advisory committee, costs associated with the creation of any new modality or contracting with same, and costs associated with collective bargaining."

Government Code section 17556 provides, in pertinent part:

The commission shall not find costs mandated by the state, as defined in Section 17514, in any claim submitted by a local agency or school district, if, after a hearing, the commission finds any one of the following:

...

(c) The statute or executive order imposes a requirement that is mandated by a federal law or regulation and results in costs mandated by the federal government, unless the statute or executive order mandates costs that exceed the mandate in that federal law or regulation. This subdivision applies regardless of whether the federal law or regulation was enacted or adopted prior to or after the date on which the state statute or executive order was enacted or issued.

...

(e) The statute, executive order, or an appropriation in a Budget Act or other bill provides for offsetting savings to local agencies or school districts that result in no net costs to the local agencies or school districts, or includes additional revenue that was specifically intended to fund the costs of the state mandate in an amount sufficient to fund the cost of the state mandate.

....

Although IHSS is a joint federal-state-local program, there is no evidence in the record that any of the mandated activities are required by federal law. Therefore, the Commission finds that Government Code section 17556, subdivision (c) does not apply.

The claimant stated that *none* of the Government Code section 17556 exceptions apply. However, DOF specifically argues that the claimant has been provided with funding for the advisory committee activities and that Government Code section 17556, subdivision (e) applies to deny a mandate finding.⁶² In the response to comments filed September 9, 2002, page 5, the

⁶² DOF Comments, page 1, filed March 6, 2002. DOF's March 28, 2007 comments also include a chart showing funds appropriated for the "IHSS Advisory Committee" through 2005-06.

claimant asserts that of the \$11,944 already claimed for the advisory committee expenses "[t]he costs for the Advisory Committee alone have exceeded several times the allotment actually paid by the Department of Social Services."

While state funds already provided must be used to offset any mandate reimbursement claimed, the claimant has provided a declaration that their administrative costs of forming and operating the advisory committee are not being fully reimbursed. To further support this claim, the claimant provided a copy of DSS claiming instructions for the January- March 2001 quarter, which allowed for 100 percent of "IHSS Advisory Committee/Direct Costs," retroactive to July 2000, but required claims for reimbursement of county administrative costs "for supporting the IHSS Advisory Committee," be charged separately under the standard claiming instructions for IHSS. Specifically the document states:

Costs incurred by the County Welfare Department (CWD) for supporting the IHSS Advisory Committee are not allowable for reimbursement under these codes. Any CWD costs for providing support activities for the IHSS Advisory Committee should be charged to the appropriate IHSS/PCSP claim codes on the County Expense Claim (CEC).⁶³

This requires a county share of costs as required by Welfare and Institutions Code section 12306.⁶⁴ Section 12306 requires that the state and county share non-federal administrative costs of IHSS in a 65 percent state/35 percent county split. Requiring the claimant to maintain this share of costs for a mandated new program or higher level of service would defeat the stated purpose of article XIII B, section 6 to "provide a subvention of funds to reimburse that local government for the costs of the program or increased level of service."

Various DSS County Fiscal Letters show that funds have been allocated for reimbursing counties for the direct costs of the mandatory advisory committee on an annual basis since July 2000.⁶⁵ However, the reimbursement period for this test claim begins on the operative date of Statutes 1999, chapter 90--July 12, 1999. In addition, the state could also fail to allocate such funds in any future budget year.⁶⁶

Another source of funds noted in the County Fiscal Letters, beginning in fiscal year 2003-04, was for a small number of counties' administrative costs to act as the employer of record for

⁶³ County Fiscal Letter (CFL) No. 00/01-48, page 3, issued December 22, 2000, by DSS. (Also, Exh. 2 to Claimant's Response to Comments.)

⁶⁴ Claimant Response to Comments, page 5, filed September 9, 2002.

⁶⁵ DSS CFL, Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02.

⁶⁶ In *Carmel Valley Fire Protection Dist. v. State* (2001) 25 Cal.4th 287, 299, the Court discussed that, subject only to the Governor's veto power, the Legislature has the power to determine how funds are expended in each annual budget: "Legislative determinations relating to expenditures in other respects are binding upon the executive: 'The executive branch, in expending public funds, may not disregard legislatively prescribed directives and limits pertaining to the use of such funds.'"

IHSS providers.⁶⁷ In the current fiscal year, 2006-07, this funding is limited to the counties of Alpine and Tuolumne and is for "the cost of administrative activities necessary for counties to act as the employer of record for IHSS providers."⁶⁸ However, the mandated activity pursuant to Welfare and Institutions Code section 12302.25 is for the initial *establishment* of an employer of record *on or before January 1, 2003*. Therefore, this funding is not specific to the mandated activity.

The Commission finds that section 17556, subdivision (e) does not apply to disallow a finding of costs mandated by the state, but all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources. Thus, for the activities listed in the conclusion below, the Commission finds accordingly that the new program or higher level of service also imposes costs mandated by the state within the meaning of Government Code section 17514, and none of the exceptions of Government Code section 17556 apply.

CONCLUSION

The Commission concludes that Welfare and Institutions Code sections 12301.3, 12301.4, and 12302.25, as added by Statutes 1999, chapter 90 or amended by Statutes 2000, chapter 445 impose new programs or higher levels of service for counties within the meaning of article XIII B, section 6 of the California Constitution, and impose costs mandated by the state pursuant to Government Code section 17514, for the following specific new activities:

- From July 12, 1999, until December 31, 2002, each county shall establish an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)⁶⁹
- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)⁷⁰
- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by

⁶⁷ DSS CFL, No. 02/03-73, page 2.

⁶⁸ DSS CFL, No. 06/07-02, page 2.

⁶⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁷⁰ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)⁷¹

- Following the September 14, 2000 amendment by Statutes 2000, chapter 445, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁷²

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁷³
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁷⁴
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁷⁵
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁷⁶
- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the

⁷¹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁷² As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁷³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁷⁴ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁷⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

⁷⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4.)⁷⁷

The Commission concludes that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee. The Commission further concludes that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

⁷⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

Attachments to Draft Staff Analysis

**Department of Social Services County Fiscal Letters Nos. 00/01-14,
00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46,
03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02**

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 19, 2000

COUNTY FISCAL LETTER (CFL) NO. 00/01-14

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2000/01 IN-HOME SUPPORTIVE SERVICES
(IHSS) PROGRAM ADMINISTRATIVE ALLOCATION

The purpose of this letter is to allocate \$174 million in Federal, State, and County Funds for the IHSS Program Administration in FY 2000/01. This allocation includes funding for costs associated with Personal Care Services Program (PCSP) activities, Supported Individual Providers (SIP), nurses, and denials of assistance.

IHSS Basic

The IHSS allocation was developed using the following factors to best model each county's program size for FY 2000/01:

- Each county's actual average monthly paid cases for the period covering May 1999 through April 2000.
- Each county's FY 1998/99 actual IHSS unit cost adjusted for the cost of doing business (1.84%) for both FY 1999/00 and FY 2000/01.
- Each county's actual Title XIX usage rate based on expenditures through the first three quarters of FY 1999/00.
- Each county was guaranteed to receive a minimum allocation of 90% of their prior four quarters expenditures.

The caseload information used in this allocation was obtained from the In-Home Supportive Services Management Statistics Summary Report. Statewide growth of 5.5% through FY 2000/01 was applied to each county's average number of monthly paid cases. The allocation methodology used assumes that each IHSS/PCSP case takes 1.15 hours to process. The cases were multiplied by the 1.15-hour standard and then divided by 1,778 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Counties that operate with SIPs were allocated additional funds included in the FY 2000/01 Budget Act for this activity based on a percent to total of the SIP amount included in the FY 1999/00 allocation. These additional funds were added to the initial base allocation.

The IHSS health-related (HR) usage rate was applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP and the residual program. The State General Fund (SGF) share was calculated at 70% of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes 102 (IHSS-Skilled Professional Medical Personnel), 103 (IHSS-PCSP/HR), 104 (IHSS-Non HR/NonPCSP) and 330 (IHSS - Fraud) on the County Expense Claim will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only share through State Use Only Program Code 193.

Consistent with prior policy, IHSS surplus funds will be redistributed to counties that are deficit during the closeout process.

IHSS Advisory Committee

The Budget Act of 2000 has appropriated \$1.8 million in total funds for the establishment or continued operation of the county Advisory Committee required by Assembly Bill (AB) 1682.

The SGF portion, which is \$668,000 will be distributed equally to the counties who certify that they have established or will be establishing their AB 1682 Advisory Committee during the FY 2000/01. In order to access AB 1682 Advisory Committee funds, a county must complete the attached certification document (attachment #2) signed by the County Welfare Director and submit it to the Department of Social Services, County Financial Analysis Bureau, postmarked no later than August 31, 2000.

Tyler vs. Anderson

A total of \$520,000 in State General funds is budgeted to cover costs associated with Tyler vs. Anderson claim settlement activities. Costs will be shared 70% State, 30% County. Due to a delay in implementation of this program, the funds are not being allocated at this time. When program guidelines are established, the Department will allocate funds to the counties.

If you have any questions concerning this allocation, please call your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

*Original Document Signed by
Jarvis A. Grevious on 7/19/00*

JARVIS A. GREVIOUS
Deputy Director
Administration Division

Attachment
c: CWDA

FY 2000/01 IN-HOME SUPPORTIVE SERVICES (IHSS) ALLOCATION CFL 00/01-14

Attachment #1
CFL 00/01-14

| COUNTIES | FY 2000/01 IHSS ALLOCATION | FEDERAL SHARE | STATE SHARE | COUNTY SHARE | July 09-March 00 IHSS HR Usage Rate |
|-----------------|----------------------------------|------------------|----------------|-----------------|---|
| ALAMEDA | \$7,266,263 | \$3,206,443 | \$2,841,874 | \$1,217,946 | 87.36% |
| ALPINE | \$62,570 | \$0 | \$43,799 | \$18,771 | 0.00% |
| AMADOR | \$78,464 | \$39,496 | \$27,278 | \$11,690 | 99.65% |
| BUTTE | \$1,173,750 | \$565,614 | \$425,695 | \$182,441 | 95.40% |
| CALAVERAS | \$135,740 | \$75,170 | \$56,899 | \$24,171 | 95.55% |
| COLUSA | \$187,130 | \$61,876 | \$87,678 | \$37,576 | 65.46% |
| CONTRA COSTA | \$3,804,751 | \$1,734,497 | \$1,449,178 | \$621,076 | 90.25% |
| DEL NORTE | \$114,884 | \$53,552 | \$42,932 | \$18,400 | 92.28% |
| EL DORADO | \$290,874 | \$119,365 | \$120,056 | \$51,453 | 81.24% |
| FRESNO | \$5,429,645 | \$2,324,669 | \$2,173,483 | \$931,493 | 84.76% |
| GLENN | \$252,962 | \$110,795 | \$99,517 | \$42,650 | 86.71% |
| HUMBOLDT | \$1,461,362 | \$722,151 | \$517,448 | \$221,763 | 97.83% |
| IMPERIAL | \$1,551,076 | \$668,706 | \$617,659 | \$264,711 | 85.35% |
| INYO | \$100,458 | \$47,502 | \$37,069 | \$15,887 | 93.62% |
| KERN | \$3,875,996 | \$1,838,236 | \$1,426,432 | \$611,328 | 93.89% |
| KINGS | \$506,684 | \$248,521 | \$180,714 | \$77,449 | 97.10% |
| LAKE | \$744,567 | \$376,097 | \$257,929 | \$110,541 | 100.00% |
| LASSEN | \$97,939 | \$42,173 | \$38,616 | \$16,550 | 85.78% |
| LOS ANGELES | \$71,200,284 | \$33,677,707 | \$26,265,404 | \$11,257,173 | 93.64% |
| MADERA | \$392,971 | \$195,682 | \$138,102 | \$59,187 | 98.58% |
| MARIN | \$1,012,701 | \$462,539 | \$385,113 | \$165,049 | 90.42% |
| MARIPOSA | \$74,641 | \$34,454 | \$28,131 | \$12,056 | 91.38% |
| MENDOCINO | \$1,609,887 | \$766,109 | \$590,645 | \$253,133 | 94.21% |
| MERCED | \$800,528 | \$386,738 | \$289,653 | \$124,137 | 95.64% |
| MODOC | \$85,519 | \$43,196 | \$29,626 | \$12,697 | 100.00% |
| MONO | \$61,105 | \$18,868 | \$29,566 | \$12,671 | 61.14% |
| MONTEBELY | \$1,965,915 | \$955,995 | \$706,944 | \$302,976 | 96.27% |
| NAPA | \$409,148 | \$196,238 | \$149,037 | \$63,873 | 94.95% |
| NEVADA | \$292,960 | \$145,953 | \$102,905 | \$44,102 | 98.63% |
| ORANGE | \$3,869,633 | \$1,775,222 | \$1,466,102 | \$628,329 | 90.82% |
| PLACER | \$675,053 | \$311,150 | \$254,732 | \$109,171 | 91.25% |
| PLUMAS | \$99,882 | \$47,756 | \$36,488 | \$15,638 | 94.66% |
| RIVERSIDE | \$4,681,681 | \$2,228,625 | \$1,717,139 | \$735,917 | 94.24% |
| SACRAMENTO | \$7,407,952 | \$3,478,138 | \$2,750,870 | \$1,178,944 | 92.95% |
| SAN BENITO | \$99,893 | \$35,256 | \$45,246 | \$19,391 | 69.88% |
| SAN BERNARDINO | \$9,713,908 | \$4,870,928 | \$3,390,086 | \$1,452,894 | 99.27% |
| SAN DIEGO | \$9,761,075 | \$4,504,564 | \$3,679,558 | \$1,576,963 | 91.36% |
| SAN FRANCISCO | \$8,340,498 | \$4,016,674 | \$3,026,677 | \$1,297,147 | 95.34% |
| SAN JOAQUIN | \$2,622,932 | \$1,237,333 | \$969,919 | \$415,680 | 93.39% |
| SAN LUIS OBISPO | \$919,155 | \$451,848 | \$327,115 | \$140,192 | 97.32% |
| SAN MATEO | \$1,695,386 | \$665,923 | \$720,624 | \$308,839 | 77.76% |
| SANTA BARBARA | \$942,615 | \$388,768 | \$387,693 | \$166,154 | 81.65% |
| SANTA CLARA | \$4,017,965 | \$1,864,169 | \$1,507,657 | \$646,139 | 91.85% |
| SANTA CRUZ | \$963,614 | \$461,147 | \$351,727 | \$150,740 | 94.74% |
| SHASTA | \$931,446 | \$446,740 | \$339,294 | \$145,412 | 94.95% |
| SIERRA | \$42,775 | \$15,749 | \$18,918 | \$8,108 | 72.88% |
| SISKIYOU | \$154,822 | \$74,262 | \$56,392 | \$24,168 | 94.96% |
| SOLANO | \$1,892,513 | \$940,377 | \$666,495 | \$285,641 | 98.37% |
| BONOMA | \$2,781,972 | \$1,368,568 | \$989,383 | \$424,021 | 97.39% |
| STANISLAUS | \$2,451,223 | \$1,265,541 | \$969,977 | \$415,705 | 94.50% |
| SUTTER | \$231,238 | \$116,672 | \$80,196 | \$34,370 | 99.89% |
| TEHAMA | \$346,771 | \$133,003 | \$149,638 | \$64,130 | 75.93% |
| TRINITY | \$81,823 | \$20,874 | \$42,665 | \$18,285 | 50.50% |
| TULARE | \$1,359,886 | \$675,165 | \$479,305 | \$205,416 | 98.29% |
| TUOLUMNE | \$204,644 | \$103,370 | \$70,892 | \$30,382 | 100.00% |
| VENTURA | \$1,414,294 | \$693,747 | \$504,383 | \$216,164 | 97.11% |
| YOLO | \$745,295 | \$366,568 | \$265,109 | \$113,618 | 97.37% |
| YUBA | \$359,861 | \$181,521 | \$124,838 | \$53,502 | 99.86% |
| TOTAL | \$174,070,000 | \$81,858,000 | \$64,548,000 | \$27,664,000 | 93.07% |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



Attachment #2
CFL 00/01-14

AB 1682 ADVISORY COMMITTEE CERTIFICATION

County certifies:

We have established, or will establish an AB 1682 Advisory Committee during Fiscal Year 2000/01.

We have a Public Authority in our county, but have established, or will establish during FY 2000/01, an AB 1682 Advisory Committee that is separate from the existing Public Authority Advisory Committee.

SIGNATURE

County Welfare Director

Date

Return this form by August 31, 2000 to:

California Department of Social Services
County Financial Analysis Bureau
Attention: Jennifer Moore
744 P Street, M.S. 8-200
Sacramento, CA 95814

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



October 27, 2000

COUNTY FISCAL LETTER (CFL) NO. 00/01-33

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY FISCAL OFFICERSSUBJECT: REVISED FISCAL YEAR 2000/01 IN-HOME SUPPORTIVE
SERVICES (IHSS) PROGRAM ADMINISTRATIVE ALLOCATION.

REFERENCE: COUNTY FISCAL LETTER (CFL) NO. 00/01-14

This letter provides your county with a revised FY 2000/01 IHSS Administrative Program allocation. This revised allocation includes an additional \$668,000 in State General Fund and \$847,000 in Federal Reimbursement for the start-up and operation of the AB 1682 IHSS Advisory Committees. Each county's revised allocation is a result of the Certification Statements (CFL NO. 00/01-14, Attachment II) that were returned to the County Financial Analysis Bureau. In order to be eligible to receive a portion of the available State General Fund, a county needed to certify that they will be establishing or continuing operation of an AB 1682 Advisory Committee in the current Fiscal Year.

The available funds are being distributed equally to the participating counties (see Attachment I) and then added to your total initial IHSS administrative allocation (CFL 00/01-14) for a revised IHSS administrative allocation (see Attachment II).

A new claiming code(s), specific to the AB 1682 Advisory Committees will be established and tracked against the IHSS Administrative Allocation. Claiming Instructions and program guidelines for the AB 1682 Advisory Committee allocation will be issued to the counties as soon as possible. Program Codes 102, 103, 104 and 330 will continue to be controlled against the total IHSS Administrative Allocation.

For questions regarding this allocation, please contact your county analyst in the County Financial Analysis Bureau at (916) 657-3806. For program questions please contact Vanessa Southward of the Adult Programs Bureau at (916) 229-4004.

Original Document Signed by
DOUGLAS D. PARK on 10/27/00

DOUGLAS D. PARK, Chief
Financial Planning Branch

Attachments

cc: CWDA

FY 2000/01
IHSS Advisory Committee Allocation

CFL 00/01-33
ATTACHMENT I

| County | Total | Federal | State | County |
|-----------------|-------------|-----------|-----------|--------|
| Alameda | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Alpine | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Amador | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Butte | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Calaveras | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Colusa | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Contra Costa | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Del Norte | \$27,054 | \$15,125 | \$11,929 | \$0 |
| El Dorado | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Fresno | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Glenn | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Humboldt | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Imperial | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Inyo | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Kern | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Kings | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Lake | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Lassen | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Los Angeles | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Madera | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Marin | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Mariposa | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Mendocino | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Merced | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Modoc | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Monterey | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Napa | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Nevada | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Orange | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Placer | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Plumas | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Riverside | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Sacramento | \$27,054 | \$15,125 | \$11,929 | \$0 |
| San Benito | \$27,054 | \$15,125 | \$11,929 | \$0 |
| San Bernardino | \$27,054 | \$15,125 | \$11,929 | \$0 |
| San Diego | \$0 | \$0 | \$0 | \$0 |
| San Francisco | \$27,054 | \$15,125 | \$11,929 | \$0 |
| San Joaquin | \$27,054 | \$15,125 | \$11,929 | \$0 |
| San Luis Obispo | \$27,054 | \$15,125 | \$11,929 | \$0 |
| San Mateo | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Santa Barbara | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Santa Clara | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Santa Cruz | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Shasta | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Sierra | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Slacroyou | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Solano | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Sonoma | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Stanislaus | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Sutter | \$0 | \$0 | \$0 | \$0 |
| Tehama | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Trinity | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Tulare | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Tuolumne | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Ventura | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Yolo | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Yuba | \$27,054 | \$15,125 | \$11,929 | \$0 |
| Total | \$1,518,000 | \$747,000 | \$668,000 | \$0 |

REVISED FY 2000/01
IN-HOME SUPPORTIVE SERVICES (IHSS) ADMINISTRATIVE ALLOCATION

| COUNTY | FY 2000/01 REVISED IHSS ALLOCATION | FEDERAL SHARE | STATE SHARE | COUNTY SHARE | July 99-March 00 IHSS HR Ungate Rato |
|-----------------|--|------------------|----------------|-----------------|--|
| ALAMEDA | \$7,293,317 | \$3,221,568 | \$2,853,803 | \$1,217,946 | 87.36% |
| ALPINE | \$89,624 | \$15,105 | \$45,728 | \$18,771 | 0.00% |
| AMADOR | \$185,518 | \$54,621 | \$39,209 | \$11,690 | 99.65% |
| BUTTE | \$1,200,804 | \$588,739 | \$437,624 | \$182,441 | 95.40% |
| CALAVERAS | \$182,794 | \$90,295 | \$68,328 | \$24,171 | 95.55% |
| COLUSA | \$214,184 | \$77,001 | \$99,607 | \$37,576 | 65.46% |
| CONTRA COSTA | \$3,831,805 | \$1,749,622 | \$1,461,107 | \$621,076 | 90.25% |
| DEL NORTE | \$141,938 | \$68,677 | \$54,861 | \$18,400 | 92.28% |
| EL DORADO | \$317,928 | \$134,490 | \$131,985 | \$51,453 | 81.24% |
| FRESNO | \$5,456,699 | \$2,339,794 | \$2,185,412 | \$931,493 | 84.76% |
| GLENN | \$280,016 | \$125,920 | \$111,446 | \$42,650 | 86.71% |
| HUMBOLDT | \$1,488,416 | \$737,276 | \$529,377 | \$221,763 | 97.83% |
| IMPERIAL | \$1,578,130 | \$683,831 | \$629,588 | \$264,711 | 85.35% |
| INYO | \$127,512 | \$62,627 | \$48,998 | \$15,887 | 93.62% |
| KERN | \$3,903,050 | \$1,853,361 | \$1,438,361 | \$611,328 | 93.89% |
| KINGS | \$533,738 | \$265,638 | \$192,649 | \$77,451 | 97.10% |
| LAKE | \$771,621 | \$391,222 | \$269,858 | \$110,541 | 100.00% |
| LASSEN | \$124,393 | \$57,298 | \$50,545 | \$16,550 | 85.78% |
| LOS ANGELES | \$71,227,338 | \$33,692,832 | \$26,277,333 | \$11,257,173 | 93.64% |
| MADERA | \$420,025 | \$210,807 | \$150,031 | \$59,187 | 98.58% |
| MARIN | \$1,039,755 | \$477,664 | \$397,042 | \$165,049 | 90.42% |
| MARIPOSA | \$101,695 | \$49,579 | \$40,060 | \$12,056 | 91.38% |
| MENDOCINO | \$1,636,941 | \$781,234 | \$602,574 | \$253,133 | 94.21% |
| MERCED | \$827,582 | \$401,863 | \$301,582 | \$124,137 | 95.64% |
| MODOC | \$112,573 | \$58,321 | \$41,555 | \$12,697 | 100.00% |
| MONO | \$88,159 | \$33,993 | \$41,495 | \$12,671 | 61.14% |
| MONTEREY | \$1,992,969 | \$971,120 | \$718,873 | \$302,976 | 96.27% |
| NAPA | \$436,202 | \$211,363 | \$160,966 | \$63,873 | 94.95% |
| NEVADA | \$320,014 | \$161,078 | \$114,834 | \$44,102 | 98.63% |
| ORANGE | \$3,826,707 | \$1,790,347 | \$1,478,031 | \$628,329 | 90.82% |
| PLACER | \$702,107 | \$326,275 | \$266,661 | \$109,171 | 91.23% |
| PLUMAS | \$126,936 | \$62,881 | \$48,417 | \$15,638 | 94.66% |
| RIVERSIDE | \$4,708,735 | \$2,243,750 | \$1,729,068 | \$735,917 | 94.24% |
| SACRAMENTO | \$7,495,006 | \$3,493,263 | \$2,762,799 | \$1,178,944 | 92.95% |
| SAN BENITO | \$126,947 | \$50,381 | \$57,175 | \$19,391 | 69.88% |
| SAN BERNARDINO | \$9,740,862 | \$4,886,053 | \$3,402,015 | \$1,452,894 | 99.27% |
| SAN DIEGO | \$9,761,075 | \$4,504,364 | \$3,679,538 | \$1,576,993 | 91.36% |
| SAN FRANCISCO | \$8,367,552 | \$4,031,792 | \$3,038,606 | \$1,297,147 | 95.34% |
| SAN JOAQUIN | \$2,649,986 | \$1,252,458 | \$981,848 | \$415,680 | 93.39% |
| SAN LUIS OBISPO | \$946,209 | \$466,973 | \$339,044 | \$140,192 | 97.32% |
| SAN MATEO | \$1,722,440 | \$881,048 | \$732,553 | \$308,839 | 77.76% |
| SANTA BARBARA | \$969,669 | \$403,893 | \$399,622 | \$166,154 | 81.65% |
| SANTA CLARA | \$4,045,019 | \$1,879,294 | \$1,519,586 | \$646,139 | 91.85% |
| SANTA CRUZ | \$990,668 | \$476,272 | \$363,656 | \$150,740 | 94.74% |
| SHASTA | \$958,500 | \$461,865 | \$351,223 | \$145,412 | 94.95% |
| SIERRA | \$69,829 | \$30,874 | \$30,847 | \$8,108 | 72.88% |
| SISKIYOU | \$181,876 | \$89,387 | \$68,821 | \$24,568 | 94.96% |
| SOLANO | \$1,919,567 | \$953,502 | \$678,424 | \$285,641 | 98.37% |
| SONOMA | \$2,809,026 | \$1,388,693 | \$1,001,312 | \$420,021 | 97.29% |
| STANISLAUS | \$2,678,277 | \$1,280,666 | \$981,908 | \$415,705 | 94.50% |
| SUTTER | \$231,238 | \$116,672 | \$80,196 | \$34,370 | 99.89% |
| TEHAMA | \$373,825 | \$148,128 | \$161,567 | \$64,130 | 75.93% |
| TRINITY | \$108,878 | \$35,999 | \$54,594 | \$18,285 | 50.50% |
| TULARE | \$1,386,940 | \$690,290 | \$491,234 | \$205,416 | 98.29% |
| TUOLUMNE | \$231,698 | \$118,495 | \$82,821 | \$30,382 | 100.00% |
| VENTURA | \$1,441,348 | \$708,872 | \$516,312 | \$216,164 | 97.11% |
| YOLO | \$772,349 | \$381,693 | \$277,038 | \$113,618 | 97.37% |
| YUBA | \$386,915 | \$196,646 | \$136,767 | \$53,502 | 99.86% |
| TOTAL | \$175,585,000 | \$81,216,006 | \$65,216,006 | \$27,664,002 | 93.07% |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



December 22, 2000

COUNTY FISCAL LETTER (CFL) No. 00/01-48

TO: COUNTY WELFARE DIRECTORS
 COUNTY FISCAL OFFICERS
 COUNTY AUDITOR CONTROLLERS
 COUNTY PROBATION OFFICERS

SUBJECT: COUNTY WELFARE DEPARTMENT (CWD) COUNTY EXPENSE
 CLAIM (CEC) FOR THE JANUARY-MARCH 2001 QUARTER TIME
 STUDY AND CLAIMING INSTRUCTIONS

This CFL provides time study and claiming instructions for the January through March 2001 quarter and includes information pertaining to the following program areas:

| | |
|--|--------|
| <u>General</u> | Page 2 |
| <u>In-Home Supportive Services (IHSS)</u> | Page 2 |
| <u>In-Home Supportive Services Tyler v. Anderson</u> | Page 3 |
| <u>Child Welfare Services (CWS) - Live Scan/California Law Enforcement Telecommunications System (CLETS) Background Checks</u> | Page 4 |
| <u>Non-Emergency Assistance-Emergency Response (Non-EA-ER) Referrals</u> | Page 5 |
| <u>California Work Opportunity and Responsibility to Kids (CalWORKs) Information and Referral</u> | Page 6 |
| <u>CalWORKs Transitional Services, Nonfederal Workforce Investment Act</u> | Page 6 |
| <u>Two-Parent Families</u> | Page 7 |
| <u>Supportive Services Outreach</u> | Page 8 |
| <u>Job Training and Partnership Act</u> | Page 9 |

The Program Code Descriptions (PCDs) and Support Staff Time Reporting Instructions for use during the March quarter is as follows:

| | |
|---|------|
| Social Services | 3/01 |
| CalWORKs | 3/01 |
| Other Public Welfare Programs | 3/01 |
| Child Care | 3/01 |
| Non-Welfare | 3/01 |
| Staff Development | 3/01 |
| Electronic Data Processing | 3/01 |
| Support Staff Time Reporting Instructions | 3/01 |
| General Time Study Instructions | 3/01 |

Attached are copies of the March 2001 PCDs for the Social Services, CalWORKs, Other Public Welfare Programs, Child Care, Non-Welfare, Staff Development, Electronic Data Processing, Support Staff Time Report Instructions and the General Time Study Instructions.

I. GENERAL

In order to increase the effectiveness and timeliness of when the audited claims are returned to the counties, we will return the audited claims via e-mail beginning with the September 2000 quarter. This information was shared with the counties via an e-mail message sent on November 20, 2000 asking for their correct county contact person's e-mail address. If you have any updates to this, please e-mail us at cec@dss.ca.gov. Counties will continue to send all completed quarterly and supplemental claims to csystems@dss.ca.gov.

II. SOCIAL SERVICES

A. In-Home Supportive Services (IHSS)

Time Study:

None

Claiming Instructions:

Assembly Bill 1682 (Chapter 90, Statutes of 1999) requires each county to establish an Advisory Committee to provide recommendations on modes of service to be used in the county for IHSS.

Retroactive to the September 2000 quarter, the following Program Code (PC) and Program Identifier Number (PIN) have been established to capture costs associated with the IHSS Advisory Committees.

These costs may include but are not limited to: stipends, travel, training, mileage, conference fees, and supplies. Advisory Committees in the Public Authority counties will submit claims for expenses in the same manner as the Non-Public Authority counties.

| PC | PIN | Description |
|-----|--------|--------------------------------------|
| 023 | 023068 | IHSS Advisory Committee-Direct Costs |

The sharing ratio will be 0/53/47/0 (Federal/State/Health/County). Expenditures will be controlled to the IHSS administration allocation (Refer to CFL #00/01-33, dated October 27, 2000). Advisory Committee costs that were incurred and paid between July and September 2000 may be submitted on a supplemental claim.

Costs incurred by the County Welfare Department (CWD) for supporting the IHSS Advisory Committee are not allowable for reimbursement under these codes. Any CWD costs for providing support activities for the IHSS Advisory Committee should be charged to the appropriate IHSS/PCSP claim codes on the County Expense Claim (CEC).

B. In-Home Supportive Services (IHSS) - Tyler v. Anderson

Time Study:

Effective with the March 2001 quarter, all activities related to the Tyler v. Anderson class action lawsuit should be reported to Time Study Code (TSC) 1042 IHSS - NON HR/NON PCSP. The Tyler v. Anderson lawsuit relates to Range of Motion (ROM) exercises provided to IHSS recipients between June 17, 1990 and March 31, 1994. No revisions are being made to the current Program Code Description for TSC 1042 since the existing language already includes implementation activities for court cases. Counties should time study all of their Tyler vs. Anderson activities to this code.

Please refer to All-County Information Notice No. 99-99, dated December 22, 1999, for program implementation instructions.

Claiming Instructions:

Please reference CFL 92/93-46, dated June 7, 1993, for claiming instructions.

C. CWS - Live Scan/ CLETS Background Checks

As outlined in CFL 99/00-55, dated March 30, 2000, Senate Bill (SB) 645 appropriated funds to reimburse counties for costs associated with conducting background checks of relatives, prospective guardians, or other persons who are not licensed or certified foster parents. Counties were to use the California Law Enforcement Telecommunications System (CLETS) or Child Abuse Index for these background checks and charge the associated processing fees to PC 359, CWS Background Checks.

SB 2161, Chapter 421, Statutes of 2000 updates the previous statutory requirements regarding the use of the CLETS as a means of assessing the appropriateness of a foster care placement. CWDs now have statutory authority to access full criminal background information via the CLETS. This legislation also requires CWS placement agencies to follow up a CLETS or Child Abuse Index background check with a fingerprint check within five judicial days, which can be done by using an automated mobile and fixed location fingerprint identification system (Live Scan).

As a result of the above changes, the Budget Act of 2000 appropriated \$8,075,000 for the purchase and maintenance of Live Scan equipment that is to be used specifically for the background check/fingerprinting associated with CWS relative/guardian or other non-licensed/certified foster parent placement assessments. As outlined in CFL 00/01-43, dated November 13, 2000, the Live Scan and CWS Background Check funds were combined into one allocation and as outlined below, both the costs will be claimed to PC 359.

Time Study:

Time Study Code (TSC) 3591, CWS Live Scan/CLETS Background Checks, has been established to capture staff activities associated with using the Live Scan equipment to fingerprint foster parents and transfer information to the Child Abuse Index, Federal Bureau of Investigation and Department of Justice for a background check.

| <u>TSC</u> | <u>Description</u> |
|------------|---------------------------------------|
| 3591 | CWS Live Scan/CLETS Background Checks |

Claiming Instructions:

To accommodate the combined allocation/claiming of the Live Scan and background check costs, retroactive to the September 2000 quarter, the title for PC 359, CWS Background Checks, has been changed to CWS Live Scan/CLETS Background Checks. PIN 359031, Contracted Services has been established to

capture the costs of purchasing Live Scan equipment, the associated implementation fees, and ongoing equipment Maintenance and Operation (M&O) costs. All CWS background check fees will continue to be claimed to 359068. CWS Live Scan/CLETS Background Checks - Direct Costs.

| PC | PIN | Description |
|-----|--------|---|
| 359 | 359031 | CWS-Live Scan/CLETS Background Checks-Contracted Services |
| | 359068 | CWS-Live Scan/CLETS Background Checks-Direct |

D. Non-EA-ER Referrals

Time Study:

Effective retroactively to the December 2000 quarter, TSO 1101 Non-EA-ER Referrals, has been established to capture time spent on Non-EA-ER Referral cases that do not meet the EA criteria (i.e., more than one episode in a 12-month period). The Fiscal Policy Bureau issued a reminder (CFL No. 99/00-55) to CWDs to query the Assistance to Children in Emergency (ACE) System for prior EA episodes to determine when a child is an EA case or not. Workers should use TSO 1101 at the point in time when it becomes known that the case is not EA eligible.

The Social Services Program Code Descriptions (PCDs) have been updated to include the following Non-EA-ER Referral activities: time spent receiving emergency referrals, confirming whether the referral is a child welfare services referral, completing the ER protocol, and investigating the emergency allegations, including the collateral contacts. This includes time spent closing those cases in which the allegations are unfounded. For those cases in which the allegations are founded, it includes investigation activities reporting to the Department of Justice, and notifying the parents regarding the temporary custody of the child.

Claiming Instructions:

PC 110 Non-EA-ER, has been established retroactive to the December 2000 quarter to claim the costs of Non-EA-ER cases that do not meet the EA criteria.

| PC | PIN | Description |
|-----|-----------|---|
| 110 | 110088-91 | Support Operating Costs (Cases Available) |
| | 110092 | Casework OT/OTO Costs |
| | 110093 | Support Staff OT/OTO Costs |
| | 110094 | Start Up/Nonrecurring Costs |

Non-EA-ER is funded with Federal Title IV-E funds 50/35/0/15 (Federal Welfare/State Welfare/ Health/County) for those costs that are federally eligible.

The Title IV-E non-federal discount ratio will be applied to costs reported on PC 110 and the non-federal portion shifted to PC 146.

III. CalWORKs

A. Information and Referral

It has come to our attention that a code has not been established for County Welfare Departments (CWDs) to claim costs associated with contracted services for Information and Referral activities. Retroactive to the September 2000 quarter, the direct cost PIN code for PC 664 has been established to capture these costs, based on the final TANF regulations and new reporting requirements associated with CalWORKs Information and Referral services. The sharing ratio is 100/0/0/0 (Federal/State/Health/County).

Time Study:

None.

Claiming Instructions:

The following direct cost PIN has been established for PC 664:

| <u>PIN</u> | <u>Description</u> |
|------------|---|
| 664032 | Information and Referral-Contracted Services (Non-assistance) |

B. CalWORKs Transitional Services, Nonfederal

Time Study:

Effective with the March 2001 quarter, the program description listed under TSC 6481, CalWORKs Transitional Services, Nonfederal, has been amended to include activities associated with Two-Parent Families. This activity was overlooked during the implementation of the State Only Two-Parent Family program.

Claiming Instructions:

None.

C. Workforce Investment Act

Time Study:

Subsequent to review and discussions between the California Department of Social Services (CDSS) and County Welfare Directors Association (CWDA) and retroactive to the September 2000 quarter, costs associated with the provision of services under the Workforce Investment Act (WIA) will be captured under the following TSCs:

| <u>TSC</u> | <u>Description</u> |
|------------|----------------------------------|
| 8201 | WIA Dislocated Worker Program |
| 8211 | WIA Adult Program Activities |
| 8221 | WIA Youth Program Activities |
| 8231 | WIA Rapid Response Activities |
| 8241 | WIA Formula Grant Activities |
| 8251 | WIA Retention Activities |
| 8261 | WIA WtW Grant 30%-70% Activities |
| 8271 | WIA Other Activities |

Claiming instructions:

Retroactive to the September 2000 quarter, costs associated with the provisions of services under the Workforce Investment Act (WIA) will be captured under the following PC's. The sharing ratios for these programs are 0/0/100 (Federal/State/County).

| <u>PC</u> | <u>PIN</u> | <u>Description</u> |
|-----------|------------|---|
| 820 | 820068 | WIA Dislocated Worker Program-Direct Costs |
| 821 | 821068 | WIA Adult Program Activities-Direct Costs |
| 822 | 822068 | WIA Youth Program Activities-Direct Costs |
| 823 | 823068 | WIA Rapid Response Activities-Direct Costs |
| 824 | 824068 | WIA Formula Grant Activities-Direct Costs |
| 825 | 825068 | WIA Retention Activities-Direct Costs |
| 826 | 826068 | WIA WtW Grant 30%-70% Activities-Direct Costs |
| 827 | 827068 | WIA Other Activities-Direct Costs |

Support staff performing direct-to-program activities associated with the provision of services under WIA will time study to B-46, Workforce Investment Act Activities.

D. Two-Parent Families

Time Study:

Per CFI No. 00/01-04, counties will time study all CalWORKs eligibility activities including Two-Parent Family, to TSC 6141, CalWORKs Eligibility and TSC 6631, CalWORKs Case Management. This program code is subject to the Two-Parent Family Caseload shift. The PCD has been corrected to reflect these activities.

Claiming instructions:

None.

E. Supportive Services Outreach Expanded Activities

Time Study:

As outlined in CFL 00/01-44, dated November 14, 2000, counties were provided with a \$3 million augmentation to their FY 00/01 Single Allocation for Supportive Services Outreach. Expenditure of these funds is being captured separately. Therefore, retroactive to the December 2000 quarter, TSC 2571, Supportive Services Outreach and Direct to Program Support Staff Code B56 have been established to capture costs associated with the expansion of existing county outreach efforts, and to develop and implement new outreach strategies.

Only those counties that have received the augmentation may use this TSC. In addition, only those counties who have directed staff to separately capture expanded outreach activities may report their time to these codes for the December 2000 quarter.

Claiming Instructions:

Retroactive to the December 2000 quarter, PC 257, Supportive Services Outreach, has been established to capture costs associated with the expansion of existing county outreach efforts, and to develop and implement new outreach strategies. This PC is available only to those counties that received an allocation in CFL 00/01-44.

This expanded outreach activity is to ensure current and former CalWORKS participants as well as other low income individuals, are made aware of and have access to available income-support services. Outreach services may be provided through a contract or directly by county staff. These services may include, but are not limited to, information on:

- Earned Income Tax Credit (EITC)
- Health coverage
- Food and nutrition programs

The sharing ratio for this program is 100/0/0/0 (Federal/State/County/Health)

The following PINs have been established for PC 257:

| <u>PC</u> | <u>PIN</u> | <u>Description</u> |
|-----------|------------|---|
| 257 | 257032 | Contracted Services, Non-Assistance |
| | 257088-91 | Support Operating Costs (Codes Available) |
| | 257092 | Casework OT/CTO Costs |
| | 257093 | Support Staff OT/CTO Costs |
| | 257094 | Start Up/Nonrecurring Costs |

IV. NONWELFARE**A. Job Training and Partnership Act**Time Study:

Effective with the March 2001 quarter, the reference to activities associated with the Job Training and Partnership Act (JTPA) has been deleted. This program has been replaced by the Workforce Investment Act (WIA) effective July 2000. Program codes have been established under the CalWORKs function to capture the costs associated with WIA.

Claiming Instructions:

None.

If you have any questions regarding this CFL, please contact your Fiscal Policy Bureau Analyst at (916) 657-3440.

Sincerely,

*Original Document Signed by
Mary Jane Archer on 12/22/00*

MARY JANE ARCHER, Chief
Fiscal Systems and Accounting Branch

C: JTW CWDA

Attachments

CFL No. 00/01-48 attachments omitted.

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 16, 2001

COUNTY FISCAL LETTER (CFL) NO. 00/01-61

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORSSUBJECT: PLANNING AUGMENTATION TO FISCAL YEAR (FY) 2000/01
IN-HOME SUPPORTIVE SERVICES (IHSS) PROGRAM
ADMINISTRATIVE ALLOCATION

REFERENCE: CFL No. 00/01-14, CFL No. 00/01-33, CFL No. 00/01-48

The purpose of this letter is to provide counties with a planning allocation augmentation of \$10.5 million in Federal, State, and County funds for the administration of the IHSS Program in FY 2000/01. CFL No. 00/01-33 dated October 27, 2000, allocated \$175 million for FY 2000/01 IHSS Administration. This planning allocation includes augmentations for the Basic Administrative allocation, the Advisory Committee component, and funding for the implementation/administration of the Tyler v. Anderson court case judgement.

IHSS Basic

The augmentation of \$6,592,000 in State, Federal, and County funds was distributed based on the following:

- Each county's actual average monthly paid cases for the period covering May 1999 through April 2000. Caseload was obtained from the IHSS Management Statistics Summary Report.
- Each county's revised FY 1998/99 actual IHSS unit cost adjusted for the cost of doing business (1.84%) for both FY 1999/00 and FY 2000/01.
- Each county's actual Title XIX usage rate based on FY 1999/00 expenditures.

Please reference CFL No. 00/01-14 for claiming codes and instructions.

IHSS Advisory Committee

CFL No. 00/01-33 allocated \$1,516,000 in State and Federal funds for the establishment or continued operation of the county Advisory Committee, required by Assembly Bill (AB) 1682, Chapter 90 statutes of 1999. This allocation includes an augmentation of \$1,452,000 in State and Federal funds for the current year Advisory Committee allocation. The available funds were distributed equally to participating counties.

In CFL No. 00/01-48, dated December 22, 2000, Program Code 023 was established retroactive to the September 2000 claiming quarter in order to capture costs related to the Advisory Committees. Please reference CFL No. 00/01-48 for specific claiming guidelines.

Tyler v. Anderson

A total of \$2,519,000 in State and County funds is being allocated for costs associated with Tyler v. Anderson claim settlement activities. With the exception of Amador, Calaveras, Fresno, Los Angeles, San Bernardino, and Tehama counties, the available funds are being distributed based upon a percent to total of each county's actual average monthly paid cases for the period covering May 1999 through April 2000. The counties listed above were excluded from the original Tyler v. Anderson lawsuit; however, there will still be some workload associated with the settlement activities. Therefore, each of those excluded counties is being allocated \$1,000 per number of locations where Tyler v. Anderson information will be displayed.

ACL 08-01, dated January 22, 2001, provides counties with program implementation guidelines. In addition ACIN No. 1-99-99, dated December 22, 1999, provides background information on this settlement. Staff time related to the administration of this program should be charged to Time Study Code 1042 (IHSS -NON HR/NON-PCSP).

If you have any questions concerning this allocation, please contact your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

*Original Document Signed by
DOUGLAS D. PARK on 2/16/01*

DOUGLAS D. PARK, Chief
Financial Planning Branch

Attachment

c: CWDA

FINAL REVISED FY 2000/01 IHSS ADMINISTRATIVE ALLOCATION

| COUNTIES | FY 2000/01 INITIAL IHSS ALLOCATIONS | FY 2000/01 PLANNING AUGMENTATION | TOTAL | FEDERAL SHARE | STATE SHARE | COUNTY SHARE |
|----------------------------|---|--|---------------|------------------|----------------|-----------------|
| CFL 19 00/01-14 & 00/01-33 | | | | | | |
| ALAMEDA | \$7,293,317 | \$502,550 | \$7,795,866 | \$3,389,833 | \$3,092,564 | \$1,313,470 |
| ALPINE | \$89,624 | \$30,218 | \$119,841 | \$25,107 | \$74,676 | \$20,058 |
| AMADOR | \$105,518 | \$81,176 | \$186,693 | \$66,557 | \$87,458 | \$32,678 |
| BUTTE | \$1,200,804 | \$116,879 | \$1,317,682 | \$619,632 | \$498,992 | \$201,058 |
| CALA VERAS | \$182,794 | \$34,670 | \$217,463 | \$103,609 | \$88,060 | \$25,794 |
| COLUSA | \$214,184 | \$31,870 | \$246,053 | \$88,447 | \$118,686 | \$38,920 |
| CONTRA COSTA | \$3,831,805 | \$254,658 | \$4,086,463 | \$1,832,554 | \$1,586,087 | \$667,821 |
| DEL NORTE | \$141,938 | \$37,149 | \$179,087 | \$81,499 | \$76,678 | \$20,915 |
| EL DORADO | \$317,928 | \$46,725 | \$364,652 | \$150,284 | \$158,419 | \$55,950 |
| FRESNO | \$5,456,699 | \$269,280 | \$5,725,978 | \$2,467,523 | \$2,289,279 | \$969,176 |
| GLENN | \$280,016 | \$39,277 | \$319,292 | \$139,534 | \$134,193 | \$45,565 |
| HUMBOLDT | \$1,488,416 | \$95,459 | \$1,583,874 | \$768,510 | \$579,113 | \$236,251 |
| IMPERIAL | \$1,578,130 | \$112,264 | \$1,690,394 | \$716,089 | \$690,370 | \$283,934 |
| INYO | \$127,512 | \$32,177 | \$159,689 | \$75,118 | \$67,561 | \$17,009 |
| KERN | \$3,903,050 | \$189,297 | \$4,092,347 | \$1,913,074 | \$1,593,844 | \$645,428 |
| KINGS | \$533,738 | \$64,276 | \$598,014 | \$284,315 | \$227,949 | \$85,749 |
| LAKE | \$771,621 | \$89,393 | \$861,014 | \$420,011 | \$317,060 | \$123,942 |
| LA SEN | \$124,393 | \$31,822 | \$156,215 | \$68,915 | \$69,471 | \$17,828 |
| LOS ANGELES | \$71,227,338 | \$3,036,373 | \$74,263,711 | \$35,372,741 | \$27,291,690 | \$11,659,339 |
| MADERA | \$420,025 | \$61,160 | \$481,184 | \$230,323 | \$183,963 | \$66,898 |
| MARIN | \$1,039,755 | \$63,604 | \$1,103,359 | \$500,186 | \$430,581 | \$172,591 |
| MARIPOSA | \$101,695 | \$31,670 | \$133,365 | \$61,027 | \$58,998 | \$13,339 |
| MENDOCINO | \$1,636,941 | \$97,539 | \$1,734,480 | \$818,242 | \$649,726 | \$266,512 |
| MERCED | \$827,582 | \$93,552 | \$921,134 | \$431,401 | \$351,171 | \$138,562 |
| MODOC | \$112,573 | \$30,600 | \$143,173 | \$70,039 | \$69,356 | \$13,578 |
| MONO | \$88,159 | \$28,819 | \$116,977 | \$44,836 | \$58,861 | \$13,280 |
| MONTREY | \$1,992,969 | \$132,036 | \$2,125,004 | \$1,018,164 | \$783,145 | \$323,695 |
| NAPA | \$436,202 | \$46,870 | \$483,072 | \$228,586 | \$186,501 | \$67,994 |
| NEVADA | \$320,014 | \$49,962 | \$369,976 | \$178,151 | \$142,638 | \$49,187 |
| ORANGE | \$3,896,707 | \$302,656 | \$4,199,362 | \$1,887,182 | \$1,626,874 | \$685,306 |
| PLACER | \$702,107 | \$56,720 | \$758,816 | \$344,071 | \$298,682 | \$116,064 |
| PLUMAS | \$126,936 | \$31,567 | \$158,503 | \$73,847 | \$67,621 | \$17,034 |
| RIVERSIDE | \$4,708,735 | \$368,536 | \$5,077,270 | \$2,362,573 | \$1,908,632 | \$806,065 |
| SACRAMENTO | \$7,435,006 | \$542,341 | \$7,977,346 | \$3,679,018 | \$3,017,168 | \$1,281,161 |
| SAN BENITO | \$126,947 | \$33,163 | \$160,109 | \$81,849 | \$77,145 | \$21,115 |
| SAN BERNARDINO | \$9,740,962 | \$302,084 | \$10,043,045 | \$5,046,768 | \$3,505,752 | \$1,490,525 |
| SAN DIEGO | \$9,761,075 | \$708,744 | \$10,469,819 | \$4,723,309 | \$4,019,021 | \$1,722,490 |
| SAN FRANCISCO | \$8,367,552 | \$561,550 | \$8,929,102 | \$4,241,013 | \$3,290,001 | \$1,398,088 |
| SAN JOAQUIN | \$2,649,986 | \$210,891 | \$2,860,876 | \$1,326,063 | \$1,082,722 | \$452,091 |
| SAN LUIS OBISPO | \$946,209 | \$75,467 | \$1,021,676 | \$493,959 | \$377,762 | \$149,955 |
| SAN MATEO | \$1,722,440 | \$140,545 | \$1,862,984 | \$724,034 | \$805,622 | \$333,328 |
| SANTA BARBARA | \$969,669 | \$98,866 | \$1,068,535 | \$433,121 | \$453,148 | \$182,266 |
| SANTA CLARA | \$4,045,019 | \$283,332 | \$4,328,351 | \$1,980,106 | \$1,652,122 | \$696,122 |
| SANTA CRUZ | \$990,668 | \$86,504 | \$1,077,172 | \$505,670 | \$408,411 | \$163,091 |
| SHASTA | \$958,500 | \$92,467 | \$1,050,967 | \$491,420 | \$400,041 | \$159,505 |
| SIEERRA | \$69,829 | \$29,018 | \$98,847 | \$41,757 | \$48,325 | \$8,765 |
| SISKIYOU | \$181,876 | \$38,963 | \$220,839 | \$103,071 | \$90,799 | \$26,969 |
| SOLANO | \$1,919,567 | \$130,192 | \$2,049,759 | \$1,001,408 | \$742,202 | \$306,148 |
| SONOMA | \$2,809,026 | \$140,655 | \$2,949,680 | \$1,433,581 | \$1,069,556 | \$446,443 |
| STANISLAUS | \$2,678,277 | \$187,598 | \$2,865,874 | \$1,345,466 | \$1,072,639 | \$447,769 |
| SUTTER | \$231,238 | \$13,077 | \$244,315 | \$120,450 | \$86,705 | \$37,160 |
| TEHAMA | \$373,825 | \$43,812 | \$417,636 | \$164,389 | \$185,636 | \$67,611 |
| TRINITY | \$108,878 | \$31,930 | \$140,808 | \$47,083 | \$73,969 | \$19,755 |
| TULARE | \$1,386,940 | \$132,225 | \$1,519,164 | \$733,582 | \$558,264 | \$227,318 |
| TUOLUMNE | \$231,698 | \$32,985 | \$264,682 | \$130,149 | \$102,535 | \$31,998 |
| VENTURA | \$1,441,348 | \$112,007 | \$1,553,355 | \$748,481 | \$571,769 | \$233,105 |
| YOLO | \$772,349 | \$56,105 | \$828,453 | \$400,527 | \$307,909 | \$120,017 |
| YUBA | \$386,915 | \$42,689 | \$429,604 | \$206,628 | \$164,444 | \$58,532 |
| TOTAL | \$175,585,000 | \$10,563,000 | \$186,148,000 | \$87,014,990 | \$69,860,702 | \$29,272,308 |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 18, 2001

COUNTY FISCAL LETTER (CFL) NO. 01/02-12

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2001/02 IN-HOME SUPPORTIVE SERVICES
(IHSS) PROGRAM ADMINISTRATIVE PLANNING ALLOCATION

Contingent upon approval of the State Budget, the amounts identified on the enclosed attachment are your planning allocations for the IHSS program. It is anticipated that a total of \$195 million in Federal, State, and County Funds will be made available upon approval of the FY 2001/02 Budget Act. This planning allocation includes funding for costs associated with Personal Care Services Program (PCSP) activities, Supported Individual Providers (SIP), nurses, and denials of assistance.

IHSS Basic

The IHSS planning allocation was developed using the following factors to best model each county's program size for FY 2001/02:

- Each county's actual average monthly paid cases for the period covering May 2000 through April 2001.
- Each county's FY 1999/00 actual IHSS unit cost adjusted for the cost of doing business (5.40%) for FY 2000/01.
- Each county's actual Title XIX usage rate based on expenditures through the first three-quarters of FY 2000/01.
- Each county was guaranteed to receive a minimum planning allocation of 90% of their prior four quarters expenditures.

The caseload information used in this allocation was obtained from the In Home Supportive Services Management Statistics Summary Report. The allocation methodology used assumes that each IHSS/PCSP case takes 11.5 hours to process. The cases were multiplied by the 11.5-hour standard and then divided by 1,776 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Counties that operate with SIPs were allocated additional funds included in the FY 2001/02 Budget Act for this activity based on a percent to total of the SIP amount included in the FY 2000/01 allocation. These additional funds were added to the initial base planning allocation.

The IHSS health-related (HR) usage rate was applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP and the residual program. The State General Fund (SGF) share was calculated at 70% of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes 102 (IHSS-Skilled Professional Medical Personnel), 103 (IHSS-PCSP/HR), 104 (IHSS-Non HR/NonPCSP) and 330 (IHSS - Fraud) on the County Expense Claim will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only share through State Use Only Program Code 193. Consistent with prior policy, IHSS surplus funds will be redistributed to counties that are deficit during the closeout process.

IHSS Advisory Committee

Contingent upon approval of the State Budget, \$3 million in federal and state funds for continued operation of the county Advisory Committee required by Assembly Bill (AB) 1682 will be made available. The SGF portion of \$1,589,000 has been distributed equally to the participating counties and has been included in your total allocation on the attachment. Program Code 023 has been established to capture costs associated with the IHSS Advisory Committees. Program Code 023 is tracked against the total IHSS allocation.

Tyler vs. Anderson

Contingent upon approval of the State Budget, a total of \$116,000 in SGF will be made available to cover costs associated with Tyler vs. Anderson claim settlement activities. At this time, the funds will not be allocated, but rather held in reserve to be distributed during the close-out process.

If you have any questions concerning this allocation, please call your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

Original Document Signed By

GLORIA MERK
Deputy Director
Administration Division

Attachment
c. CWDA

FY 2001/02 IN-HOME SUPPORTIVE SERVICES (IHSS) & ADVISORY COMMITTEE PLANNING ALLOCATION

| COUNTIES | FY 2001/02 IHSS ALLOCATION | FEDERAL SHARE | STATE SHARE | COUNTY SHARE | July 00-March 01 IHSS HR Usage Rate |
|-----------------|----------------------------------|------------------|----------------|-----------------|---|
| ALAMEDA | \$8,326,117 | \$4,046,707 | \$3,009,946 | \$1,275,458 | 49.47% |
| ALPINE | \$124,045 | \$25,105 | \$7,621 | \$21,319 | 0.00% |
| AMADOR | \$128,289 | \$61,919 | \$34,822 | \$11,348 | 49.75% |
| BUTTE | \$1,427,556 | \$698,289 | \$518,850 | \$210,417 | 49.84% |
| CALAVERAS | \$210,056 | \$101,072 | \$84,694 | \$24,350 | 49.78% |
| COLUSA | \$220,734 | \$107,671 | \$87,307 | \$25,556 | 50.09% |
| CONTRA COSTA | \$4,561,118 | \$2,245,323 | \$1,829,420 | \$686,375 | 50.12% |
| DEL NORTE | \$209,176 | \$93,737 | \$89,156 | \$26,263 | 44.73% |
| EL DORADO | \$428,077 | \$175,116 | \$185,436 | \$67,525 | 40.70% |
| FRESNO | \$6,707,227 | \$2,763,480 | \$2,768,986 | \$1,174,761 | 41.80% |
| GLENN | \$295,560 | \$140,282 | \$117,058 | \$38,220 | 48.32% |
| HUMBOLDT | \$1,222,507 | \$595,684 | \$447,139 | \$179,684 | 49.65% |
| IMPERIAL | \$1,502,061 | \$626,703 | \$621,114 | \$254,244 | 42.25% |
| INYO | \$155,996 | \$71,942 | \$67,201 | \$16,853 | 46.27% |
| KERN | \$2,658,662 | \$1,216,973 | \$1,017,345 | \$424,144 | 46.55% |
| KINGS | \$535,986 | \$256,005 | \$204,351 | \$75,632 | 48.65% |
| LAKE | \$816,922 | \$400,438 | \$299,902 | \$116,582 | 50.00% |
| LASSSEN | \$172,594 | \$77,031 | \$75,257 | \$20,506 | 44.18% |
| LOS ANGELES | \$84,290,886 | \$40,253,362 | \$30,834,328 | \$13,202,996 | 48.60% |
| MADERA | \$446,016 | \$213,572 | \$171,074 | \$61,370 | 48.80% |
| MARIN | \$1,166,531 | \$564,337 | \$429,913 | \$172,301 | 49.28% |
| MARIPOSA | \$135,690 | \$62,059 | \$59,905 | \$13,726 | 45.47% |
| MENDOCINO | \$1,422,919 | \$688,210 | \$522,659 | \$212,030 | 49.26% |
| MERCED | \$949,672 | \$453,765 | \$355,498 | \$140,409 | 48.65% |
| MODOC | \$184,336 | \$79,813 | \$67,328 | \$16,993 | 50.00% |
| MONO | \$134,106 | \$43,663 | \$71,673 | \$18,770 | 23.28% |
| MONTEREY | \$1,805,129 | \$857,892 | \$671,429 | \$275,808 | 48.37% |
| NAPA | \$427,573 | \$195,969 | \$170,486 | \$61,118 | 46.42% |
| NEVADA | \$337,047 | \$164,670 | \$129,027 | \$43,330 | 50.00% |
| ORANGE | \$4,055,273 | \$1,749,615 | \$1,622,324 | \$683,234 | 43.85% |
| PLACER | \$605,039 | \$284,186 | \$232,960 | \$87,893 | 47.76% |
| PLUMAS | \$152,497 | \$71,827 | \$64,832 | \$15,838 | 47.78% |
| RIVERSIDE | \$5,854,356 | \$2,732,304 | \$2,193,798 | \$928,252 | 47.49% |
| SACRAMENTO | \$9,805,017 | \$4,910,306 | \$3,434,661 | \$1,460,050 | 50.98% |
| SAN BENITO | \$224,112 | \$97,278 | \$97,147 | \$29,687 | 42.92% |
| SAN BERNARDINO | \$8,674,925 | \$4,299,295 | \$3,071,304 | \$1,304,326 | 50.45% |
| SAN DIEGO | \$8,902,605 | \$4,014,418 | \$3,421,731 | \$1,460,456 | 45.89% |
| SAN FRANCISCO | \$8,749,684 | \$4,167,153 | \$3,216,135 | \$1,366,396 | 48.47% |
| SAN JOAQUIN | \$2,864,283 | \$1,376,772 | \$1,049,621 | \$437,890 | 48.93% |
| SAN LUIS OBISPO | \$894,663 | \$415,392 | \$343,853 | \$135,418 | 47.19% |
| SAN MATEO | \$2,055,603 | \$842,342 | \$657,646 | \$255,615 | 41.53% |
| SANTA BARBARA | \$1,269,604 | \$577,179 | \$493,061 | \$199,364 | 46.18% |
| SANTA CLARA | \$4,396,682 | \$2,079,402 | \$1,690,499 | \$686,821 | 48.13% |
| SANTA CRUZ | \$1,123,938 | \$518,235 | \$432,355 | \$173,348 | 46.86% |
| SHASTA | \$896,256 | \$418,535 | \$342,768 | \$134,953 | 47.48% |
| SIERRA | \$113,466 | \$45,152 | \$36,183 | \$12,131 | 33.73% |
| SISKIYOU | \$219,164 | \$102,311 | \$90,160 | \$28,693 | 47.28% |
| SOLANO | \$2,118,699 | \$1,026,822 | \$772,677 | \$319,200 | 49.35% |
| SONOMA | \$2,883,533 | \$1,381,022 | \$1,060,121 | \$442,390 | 48.75% |
| STANISLAUS | \$2,617,685 | \$1,300,346 | \$930,359 | \$386,778 | 50.61% |
| BUTTER | \$265,311 | \$129,424 | \$103,484 | \$32,403 | 50.00% |
| TEHAMA | \$439,532 | \$162,491 | \$120,292 | \$47,749 | 36.17% |
| TRINITY | \$151,370 | \$62,036 | \$60,897 | \$18,437 | 58.20% |
| TULARE | \$1,349,850 | \$681,259 | \$476,377 | \$192,214 | 51.49% |
| TUOLUMNE | \$280,691 | \$136,981 | \$108,960 | \$34,750 | 50.00% |
| VENTURA | \$1,492,830 | \$744,121 | \$532,459 | \$216,250 | 50.82% |
| YOLO | \$805,680 | \$389,072 | \$299,989 | \$116,619 | 49.21% |
| YUBA | \$399,455 | \$200,472 | \$147,651 | \$51,332 | 51.51% |
| TOTAL | \$194,644,429 | \$92,196,714 | \$72,190,000 | \$30,257,715 | 48.16% |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



September 24, 2002

COUNTY FISCAL LETTER (GFL) NO. 02/03-28

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2002/03 IN-HOME SUPPORTIVE SERVICES
(IHSS) PROGRAM ADMINISTRATIVE ALLOCATION

The purpose of this letter is to provide counties with their IHSS allocation. As approved in the Budget Act of 2002, a total of \$217 million in Federal, State, and County Funds will be made available for costs associated with Personal Care Services Program (PCSP) activities, Supported Individual Providers (SIP), nurses, and denials of assistance.

IHSS Basic

The IHSS allocation was developed in conjunction with the County Welfare Directors Association and uses the following factors:

- Each county's actual average monthly paid cases for the period May 2001 through July 2002.
- Each county's FY 2000/01 actual IHSS unit cost.
- Each county's actual Title XIX usage rate based on expenditures for FY 2001/02.
- Each county was guaranteed to receive a minimum allocation of 100% of their prior four quarters expenditures (FY 2001/02).
- The 20 small counties each received \$130,000 above their base allocation for development of their Public Authority.

The caseload information used in this allocation was obtained from the In Home Supportive Services Management Statistics Summary Report. The allocation methodology used assumes that each IHSS/PCSP case takes 1.5 hours to process. The cases were multiplied by the 1.5-hour standard and then divided by 1,778 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Counties that operate with SIPs were allocated additional funds included in the Budget Act of 2002 based on a percent to total of the SIP amount included in the FY 2001/02 allocation. These additional funds were added to the initial base allocation.

The IHSS health-related (HR) usage rate was applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP and the residual program. The State General Fund (SGF) share was calculated at 70% of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes (PC) 102, IHSS-Skilled Professional Medical Personnel; 103, IHSS-PCSP/HR; 104 IHSS-Non HR/NonPCSP; and 330 IHSS - Fraud, on the County Expense Claim will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only through State Use Only PC 193, State Use Only-IHSS.

IHSS Advisory Committee

Three million in Federal and State funds is available for continued operation of the county Advisory Committee required by Assembly Bill (AB) 1682 (Chapter 90, Statutes of 1999). The SGF portion of \$1,601,000 has been distributed equally to the participating counties and has been included in your total allocation on the attachment. PC 023 captures costs associated with the IHSS Advisory Committees. PC 023 is tracked against the total IHSS allocation.

If you have any questions concerning this allocation, please call your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

Original Document

Signed By

GLORIA MERK
Deputy Director
Administration Division

Attachment

of CWDA

FY 2002/03 IN-HOME SUPPORTIVE SERVICES (IHSS) & ADVISORY COMMITTEE ALLOCATION

| COUNTIES | FY 2002/03 IHSS ALLOCATION | FEDERAL SHARE | STATE SHARE | COUNTY SHARE | July 01-June 02 IHSS HR Usage Rate | Distribution of FY 02/03 IIP Allocation Disproportionally |
|-----------------|----------------------------------|------------------|----------------|-----------------|--|--|
| ALAMEDA | \$9,276,045 | \$4,586,285 | \$3,291,239 | \$1,398,502 | 49.00% | \$0 |
| ALPINE | \$234,431 | \$24,899 | \$135,182 | \$84,433 | 0.00% | \$0 |
| AMADOR | \$348,878 | \$171,322 | \$132,716 | \$44,841 | 47.88% | \$0 |
| BUTTE | \$1,341,847 | \$746,342 | \$565,141 | \$230,165 | 47.84% | \$0 |
| CALAVERAS | \$400,073 | \$191,329 | \$154,548 | \$54,197 | 45.88% | \$0 |
| COLUSA | \$411,825 | \$207,693 | \$131,318 | \$72,813 | 46.83% | \$74,097 |
| CONTRA COSTA | \$6,772,378 | \$3,366,145 | \$2,392,790 | \$1,013,444 | 49.75% | \$0 |
| DEL NORTE | \$431,712 | \$182,002 | \$183,224 | \$66,487 | 42.04% | \$0 |
| EL DORADO | \$587,380 | \$239,015 | \$252,283 | \$96,003 | 39.34% | \$0 |
| FRESNO | \$6,895,488 | \$2,993,363 | \$2,740,613 | \$1,162,511 | 43.39% | \$74,990 |
| GLENN | \$301,178 | \$250,979 | \$183,566 | \$66,634 | 46.19% | \$70,115 |
| HUMBOLDT | \$1,319,915 | \$616,369 | \$300,909 | \$202,638 | 46.30% | \$430,750 |
| IMPERIAL | \$1,694,911 | \$628,605 | \$754,841 | \$311,466 | 38.24% | \$352,696 |
| INYO | \$279,636 | \$129,603 | \$113,450 | \$36,584 | 46.61% | \$0 |
| KERN | \$3,331,432 | \$1,621,332 | \$1,339,343 | \$570,538 | 45.82% | \$1,255,178 |
| KINGS | \$514,983 | \$295,110 | \$232,338 | \$87,536 | 49.71% | \$47,442 |
| LAKE | \$921,072 | \$433,332 | \$348,305 | \$137,236 | 48.07% | \$0 |
| LASSSEN | \$289,091 | \$119,665 | \$113,025 | \$36,402 | 40.16% | \$0 |
| LOS ANGELES | \$81,601,854 | \$39,803,289 | \$29,267,427 | \$12,531,139 | 49.40% | \$0 |
| MADERA | \$535,885 | \$248,031 | \$209,925 | \$77,930 | 46.12% | \$0 |
| MARIN | \$1,553,443 | \$759,720 | \$565,433 | \$230,291 | 48.96% | \$0 |
| MARIPOSA | \$259,849 | \$96,029 | \$123,101 | \$40,720 | 33.10% | \$0 |
| MENDOCINO | \$1,971,007 | \$976,348 | \$704,688 | \$289,972 | 30.07% | \$363,369 |
| MERCED | \$1,250,212 | \$605,307 | \$459,861 | \$185,045 | 47.68% | \$0 |
| MODOC | \$269,689 | \$132,892 | \$104,185 | \$32,613 | 30.00% | \$0 |
| MONO | \$253,471 | \$65,000 | \$140,357 | \$48,113 | 39.94% | \$0 |
| MONTEREY | \$2,355,444 | \$1,081,911 | \$899,900 | \$373,634 | 46.12% | \$290,406 |
| NAPA | \$476,457 | \$188,451 | \$210,031 | \$77,976 | 38.39% | \$78,212 |
| NEVADA | \$643,102 | \$304,339 | \$246,961 | \$93,803 | 45.94% | \$0 |
| ORANOR | \$5,695,064 | \$2,460,984 | \$2,272,283 | \$961,798 | 43.72% | \$0 |
| PLACER | \$930,502 | \$446,639 | \$347,131 | \$136,733 | 47.19% | \$0 |
| PLUMAS | \$386,336 | \$178,530 | \$153,891 | \$53,916 | 44.34% | \$0 |
| RIVERSIDE | \$6,495,250 | \$3,045,343 | \$2,423,362 | \$1,026,546 | 47.27% | \$0 |
| SACRAMENTO | \$11,261,735 | \$4,711,334 | \$3,893,708 | \$1,656,694 | 50.86% | \$1,091,304 |
| SAN BENITO | \$333,593 | \$128,966 | \$131,666 | \$52,962 | 34.66% | \$0 |
| SAN BERNARDINO | \$10,193,262 | \$5,187,237 | \$3,484,645 | \$1,481,381 | 31.29% | \$2,833,628 |
| SAN DIEGO | \$9,900,338 | \$4,653,600 | \$3,674,717 | \$1,574,021 | 47.32% | \$0 |
| SAN FRANCISCO | \$10,893,749 | \$5,276,132 | \$3,940,739 | \$1,676,859 | 48.88% | \$0 |
| SAN JOAQUIN | \$3,370,225 | \$1,663,499 | \$1,203,135 | \$503,592 | 49.74% | \$0 |
| SAN LUIS OBISPO | \$1,518,343 | \$657,393 | \$610,951 | \$249,798 | 44.15% | \$154,300 |
| SAN MATEO | \$2,409,135 | \$1,006,762 | \$900,102 | \$412,292 | 41.78% | \$61,053 |
| SANTA BARBARA | \$1,611,104 | \$738,023 | \$619,382 | \$253,498 | 43.08% | \$0 |
| SANTA CLARA | \$6,076,535 | \$2,919,882 | \$2,218,098 | \$938,576 | 48.18% | \$0 |
| SANTA CRUZ | \$1,602,433 | \$778,070 | \$585,481 | \$238,883 | 49.35% | \$0 |
| SHASTA | \$1,060,304 | \$300,390 | \$400,367 | \$159,548 | 47.68% | \$66,795 |
| SIERRA | \$315,373 | \$140,777 | \$130,644 | \$43,953 | 44.90% | \$0 |
| SISKIYOU | \$437,098 | \$194,804 | \$170,033 | \$64,262 | 44.04% | \$0 |
| SOLANO | \$2,539,403 | \$1,235,500 | \$933,159 | \$388,745 | 48.93% | \$318,741 |
| SONOMA | \$2,964,568 | \$1,431,487 | \$1,081,584 | \$451,498 | 48.23% | \$304,458 |
| STANBLAUS | \$3,172,912 | \$1,595,264 | \$1,112,781 | \$464,868 | 50.41% | \$300,874 |
| SUTTER | \$277,783 | \$131,547 | \$110,792 | \$33,445 | 47.16% | \$37,097 |
| TEHAMA | \$736,248 | \$297,708 | \$315,405 | \$123,136 | 39.45% | \$0 |
| TRINITY | \$338,928 | \$134,535 | \$151,502 | \$52,892 | 40.86% | \$0 |
| TULARE | \$1,409,978 | \$712,111 | \$496,934 | \$200,934 | 51.16% | \$0 |
| TUOLUMNE | \$452,516 | \$222,092 | \$169,724 | \$60,701 | 49.60% | \$102,229 |
| VENTURA | \$1,892,067 | \$989,064 | \$640,529 | \$262,475 | 52.72% | \$180,984 |
| YOLO | \$1,025,783 | \$486,809 | \$385,710 | \$133,267 | 48.05% | \$231,290 |
| YUBA | \$559,108 | \$281,815 | \$202,532 | \$74,762 | 30.81% | \$110,284 |
| TOTAL | \$217,087,429 | \$104,293,813 | \$79,435,031 | \$33,357,785 | 48.49% | \$6,849,502 |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



June 30, 2003

COUNTY FISCAL LETTER (CFL) NO. 02/03-78

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORSSUBJECT: PLANNING FISCAL YEAR (FY) 2003/04 IN-HOME SUPPORTIVE
SERVICES (IHSS) PROGRAM ADMINISTRATIVE ALLOCATION

Contingent upon approval of the State Budget and outcomes of the Realignment proposal, the amounts identified on Attachment I are your planning allocation for the administrative costs associated with In Home Supportive Services (IHSS) activities, Supported Individual Providers (SIP), nurses, and denials of assistance. It is anticipated that a total of \$86.1 million in State General Fund will be available upon approval of the FY 2003/04 Budget Act.

IHSS Basic

The IHSS allocation methodology uses the following factors:

- Each county's actual average monthly paid cases for the period July 2002 through March 2003.
- Each county's FY 2001/02 actual IHSS unit cost.
- Each county's actual Title XIX usage rate based on expenditures for FY June 2002 through March 2003.
- Each county was guaranteed to receive a minimum allocation of 100% of their prior four quarters expenditures (June 2002 through March 2003).

The caseload information used in this allocation was obtained from the IHSS Management Statistics Summary Report. The allocation methodology used assumes that each IHSS/PCSP case takes 1.5 hours to process. The cases were multiplied by the 1.5-hour standard and then divided by 1,778 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Attachment I also displays the IHSS health-related (HR) usage rate that is applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP and the residual program. The State General Fund (SGF) share was calculated at 70% of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes (PC) 102, IHSS-Skilled Professional Medical Personnel; 103, IHSS-PCSP/HR; 104 IHSS-Non HR/NonPCSP; and 330 IHSS - Fraud, on the County Expense Claim will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only through State Use Only PC 193, State Use Only-IHSS.

Attachment II displays the Supportive Individual Providers (SIP) allocation. Counties that operate with SIPs were allocated additional funds based on a percent to total of the SIP amount included in the FY 2002/03 allocation. These additional funds were added to the initial base allocation.

IHSS Advisory Committee

Attachment II displays three million in Federal and State funds that is available for continued operation of the county Advisory Committee required by Assembly Bill (AB) 1682 (Chapter 90, Statutes of 1999). The SGF portion of \$1,601,000 has been distributed equally to the participating counties and has been included in your total allocation. PC 023 captures costs associated with the IHSS Advisory Committees. PC 023 is tracked against the total IHSS allocation. Please refer to CFL 00/01-48 dated December 22, 2000 for additional information related to IHSS Advisory Committee costs.

IHSS County Employer of Record

This premise, also included in Attachment II, reflects the cost of administrative activities necessary for counties to act as the employer of record for IHSS providers under Welfare and Institutions Code Section 12302.25. The estimated funding need for each of the participating counties was determined based on data received from the counties by the Department of Social Services Disability and Adult Programs Branch in conjunction with the Estimates Branch. This funding has been included in the total allocation for appropriate counties.

If you have any questions concerning this allocation, please call your county analyst in the County Financial Analysis Bureau at (916) 657-3808.

Original Signed by Doug Park
for Gloria Merk
on June 30, 2003

GLORIA MERK
Deputy Director
Administration Division
Attachment

c: CWDA

ATTACHMENT I
CFL 02/03-73

PLANNING FY 2003/04 IN-HOME SUPPORTIVE SERVICES (IHSS) & ADVISORY COMMITTEE ALLOCATION

| COUNTIES | FY 2003/04 IHSS ALLOCATION | FEDERAL SHARE | STATE SHARE | COUNTY SHARE | July 01-June 02 IHSS HR Usage Rate |
|-----------------|----------------------------------|----------------------|---------------------|---------------------|--|
| ALAMEDA | \$11,113,327 | \$5,537,792 | \$3,814,614 | \$1,663,920 | 49.39% |
| ALPINE | \$299,730 | \$107,375 | \$142,936 | \$49,419 | 0.00% |
| AMADOR | \$261,743 | \$117,280 | \$109,392 | \$35,039 | 43.87% |
| BUTTE | \$1,789,626 | \$887,720 | \$639,688 | \$262,218 | 49.23% |
| CALAVERAS | \$309,815 | \$131,112 | \$133,386 | \$45,317 | 41.00% |
| COLUSA | \$325,715 | \$138,740 | \$139,176 | \$47,798 | 41.38% |
| CONTRA COSTA | \$6,026,208 | \$3,026,909 | \$2,108,036 | \$891,263 | 49.80% |
| DEL NORTE | \$292,529 | \$111,923 | \$134,718 | \$45,888 | 36.04% |
| EL DORADO | \$446,844 | \$180,958 | \$194,421 | \$71,465 | 39.28% |
| FRESNO | \$8,030,479 | \$3,551,908 | \$3,143,650 | \$1,334,922 | 43.81% |
| GLENN | \$384,541 | \$160,386 | \$165,206 | \$58,949 | 40.51% |
| HUMBOLDT | \$1,406,543 | \$622,763 | \$556,990 | \$226,790 | 43.77% |
| IMPERIAL | \$2,113,724 | \$763,583 | \$954,890 | \$397,252 | 35.49% |
| INYO | \$218,501 | \$103,138 | \$89,042 | \$26,320 | 46.84% |
| KERN | \$3,599,270 | \$1,681,902 | \$1,350,595 | \$566,773 | 46.30% |
| KINGS | \$669,786 | \$336,161 | \$241,844 | \$91,781 | 50.00% |
| LAKE | \$921,922 | \$435,295 | \$348,958 | \$137,669 | 46.80% |
| LASSEN | \$178,360 | \$71,597 | \$83,022 | \$23,741 | 36.98% |
| LOS ANGELES | \$84,301,076 | \$41,847,143 | \$29,729,547 | \$12,724,386 | 49.19% |
| MADERA | \$664,881 | \$306,412 | \$259,237 | \$99,232 | 45.59% |
| MARIN | \$2,104,322 | \$1,036,405 | \$755,909 | \$312,008 | 48.86% |
| MARIPOSA | \$755,579 | \$344,875 | \$295,922 | \$114,982 | 32.41% |
| MENDOCINO | \$2,279,879 | \$1,147,701 | \$800,897 | \$331,281 | 49.96% |
| MERCED | \$1,398,458 | \$678,570 | \$512,260 | \$207,628 | 48.14% |
| MODOC | \$163,749 | \$65,806 | \$76,847 | \$21,096 | 36.68% |
| MONO | \$169,791 | \$39,779 | \$99,298 | \$30,714 | 12.89% |
| MONTEREY | \$2,518,519 | \$1,151,779 | \$965,110 | \$401,630 | 45.29% |
| NAPA | \$488,199 | \$226,531 | \$191,468 | \$70,200 | 45.91% |
| NEVADA | \$611,329 | \$288,095 | \$234,570 | \$88,665 | 46.71% |
| ORANGE | \$6,433,223 | \$2,852,163 | \$2,515,318 | \$1,065,743 | 43.91% |
| PLACER | \$897,645 | \$412,992 | \$347,576 | \$137,077 | 45.53% |
| PLUMAS | \$295,111 | \$136,581 | \$119,263 | \$39,267 | 45.71% |
| RIVERSIDE | \$7,844,200 | \$3,804,543 | \$2,836,374 | \$1,203,284 | 48.07% |
| SACRAMENTO | \$15,851,471 | \$7,829,298 | \$5,624,464 | \$2,397,709 | 48.95% |
| SAN BENITO | \$322,618 | \$119,864 | \$150,224 | \$52,531 | 34.94% |
| SAN BERNARDINO | \$11,696,944 | \$5,988,513 | \$4,004,654 | \$1,703,778 | 50.75% |
| SAN DIEGO | \$10,976,378 | \$5,232,503 | \$4,029,467 | \$1,714,408 | 47.24% |
| SAN FRANCISCO | \$12,983,907 | \$6,520,753 | \$4,534,421 | \$1,930,732 | 49.77% |
| SAN JOAQUIN | \$3,885,026 | \$1,914,060 | \$1,388,118 | \$582,848 | 48.85% |
| SAN LUIS OBISPO | \$1,588,462 | \$763,591 | \$585,757 | \$239,114 | 47.67% |
| SAN MATEO | \$2,204,837 | \$892,395 | \$927,098 | \$385,345 | 39.95% |
| SANTA BARBARA | \$1,698,930 | \$813,243 | \$628,339 | \$257,354 | 47.46% |
| SANTA CLARA | \$7,603,561 | \$3,756,392 | \$2,701,615 | \$1,145,553 | 48.97% |
| SANTA CRUZ | \$1,860,185 | \$941,023 | \$651,768 | \$267,994 | 58.23% |
| SHASTA | \$1,454,729 | \$695,716 | \$539,651 | \$219,362 | 47.42% |
| SIERRA | \$168,745 | \$77,982 | \$71,821 | \$18,943 | 45.45% |
| SISKIYOU | \$320,623 | \$128,781 | \$142,584 | \$49,258 | 38.49% |
| SOLANO | \$2,699,076 | \$1,351,843 | \$951,454 | \$395,780 | 49.69% |
| SONOMA | \$2,990,356 | \$1,487,037 | \$1,060,866 | \$442,652 | 49.32% |
| STANISLAUS | \$3,925,866 | \$1,975,617 | \$1,373,589 | \$576,661 | 50.21% |
| SUTTER | \$297,839 | \$140,844 | \$118,538 | \$39,957 | 46.72% |
| TEHAMA | \$609,529 | \$237,796 | \$268,523 | \$103,210 | 37.92% |
| TRINITY | \$203,674 | \$89,367 | \$88,303 | \$26,004 | 42.42% |
| TULARE | \$1,624,371 | \$840,209 | \$557,257 | \$226,905 | 51.41% |
| TUOLUMNE | \$598,387 | \$297,109 | \$219,191 | \$82,087 | 49.96% |
| VENTURA | \$2,221,269 | \$1,166,092 | \$746,990 | \$308,187 | 52.15% |
| YOLO | \$1,063,714 | \$528,168 | \$384,605 | \$152,940 | 49.24% |
| YUBA | \$669,002 | \$335,141 | \$242,010 | \$91,852 | 49.90% |
| TOTAL | \$238,840,293 | \$116,428,555 | \$86,178,456 | \$36,233,282 | 48.34% |

| COUNTIES | Distribution of FY 03/04 Advisory Committee | Distribution of FY 03/04 EIP Allocation | Employer of Record Allocation |
|-------------------|---|---|-------------------------------------|
| | Fed/State/County | Fed/State/County | Fed/State/County |
| ALAMEDA | \$52,069 | \$0 | \$0 |
| ALPINE | \$52,069 | \$0 | \$170,000 |
| AMADOR | \$52,069 | \$0 | \$0 |
| BUTTE | \$52,069 | \$0 | \$0 |
| CALAVERAS | \$52,069 | \$0 | \$0 |
| COLUSA | \$52,069 | \$57,354 | \$0 |
| CONTRA COSTA | \$52,069 | \$0 | \$0 |
| DEL NORTE | \$52,069 | \$0 | \$0 |
| EL DORADO | \$52,069 | \$0 | \$0 |
| FRESNO | \$52,069 | \$58,045 | \$0 |
| GLENN | \$52,069 | \$54,271 | \$0 |
| HUMBOLDT | \$52,069 | \$333,416 | \$0 |
| IMPERIAL | \$52,069 | \$272,999 | \$0 |
| INYO | \$52,069 | \$0 | \$0 |
| KERN | \$52,069 | \$971,553 | \$0 |
| KINGS | \$52,069 | \$36,722 | \$0 |
| LAKE | \$52,069 | \$0 | \$0 |
| LASSEN | \$52,069 | \$0 | \$0 |
| LOS ANGELES | \$52,069 | \$0 | \$0 |
| MADERA | \$52,069 | \$0 | \$0 |
| MARIN | \$52,069 | \$0 | \$0 |
| MARIPOSA | \$52,069 | \$0 | \$560,988 |
| MENDOCINO | \$52,069 | \$281,261 | \$0 |
| MERCED | \$52,069 | \$0 | \$0 |
| MODOC | \$52,069 | \$0 | \$0 |
| MONO | \$52,069 | \$0 | \$0 |
| MONTEREY | \$52,069 | \$224,785 | \$0 |
| NAPA | \$52,069 | \$60,539 | \$0 |
| NEVADA | \$52,069 | \$0 | \$0 |
| ORANGE | \$52,069 | \$0 | \$0 |
| PLACER | \$52,069 | \$0 | \$0 |
| PLUMAS | \$52,069 | \$0 | \$0 |
| RIVERSIDE | \$52,069 | \$0 | \$0 |
| SACRAMENTO | \$52,069 | \$844,709 | \$0 |
| SAN BENITO | \$52,069 | \$0 | \$0 |
| SAN BERNARDINO | \$52,069 | \$2,193,331 | \$0 |
| SAN DIEGO | \$52,069 | \$0 | \$0 |
| SAN FRANCISCO | \$52,069 | \$0 | \$0 |
| SAN JOAQUIN | \$52,069 | \$0 | \$0 |
| SAN JUAN BAPTISTE | \$52,069 | \$119,434 | \$0 |
| SAN MATEO | \$52,069 | \$47,257 | \$0 |
| SANTA BARBARA | \$52,069 | \$0 | \$0 |
| SANTA CLARA | \$52,069 | \$0 | \$0 |
| SANTA CRUZ | \$52,069 | \$0 | \$0 |
| SHASTA | \$52,069 | \$51,702 | \$0 |
| SIERRA | \$52,069 | \$0 | \$0 |
| SISKIYOU | \$52,069 | \$0 | \$0 |
| SOLANO | \$52,069 | \$246,717 | \$0 |
| SONOMA | \$52,069 | \$235,662 | \$0 |
| STANISLAUS | \$52,069 | \$232,888 | \$617,809 |
| SUTTER | \$52,069 | \$44,195 | \$0 |
| THERMANS | \$52,069 | \$0 | \$0 |
| TRINITY | \$52,069 | \$0 | \$0 |
| TULARE | \$52,069 | \$0 | \$0 |
| TUOLUMNE | \$52,069 | \$79,129 | \$170,000 |
| VENTURA | \$52,069 | \$139,476 | \$0 |
| YOLO | \$52,069 | \$179,027 | \$0 |
| YUBA | \$52,069 | \$85,363 | \$0 |
| TOTAL | \$3,020,000 | \$6,849,835 | \$1,518,797 |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 5, 2004

COUNTY FISCAL LETTER (CFL) NO. 03/04-46

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORSSUBJECT: FISCAL YEAR (FY) 2003/04 AUGMENTATION TO IN-HOME
SUPPORTIVE SERVICES (IHSS) PROGRAM ADMINISTRATIVE
ALLOCATION

REFERENCE: CFL NO. 02/03-73, DATED JUNE 30, 2003

Contingent upon Legislative approval of the appropriate FY 2003/04 budget documents, the amounts identified on the enclosed attachments are your FY 2003/04 IHSS Administrative allocation planning augmentations.

An additional \$1,304,000 in State General Fund (SGF) is being provided for the following components of the IHSS Administrative Allocation: IHSS Basic Cost, County Employer of Record (AB 2235) and Advisory Committee.

The IHSS Administrative Basic Cost is adjusted by \$948,000 in SGF due to updated caseload counts. These funds are distributed to the counties using the same methodology as the original IHSS Administrative Basic Cost Allocation. Please see CFL 02/03-73 dated June 30, 2003 for specific details of this methodology.

Additional County Employer of Record funding includes \$329,000 in SGF for the estimated costs of Imperial, Lassen and San Benito County to act as employer of record for IHSS providers within the county. In addition \$27,000 in SGF was allocated to San Diego County as reimbursement for prior advisory committee costs.

Upon approval of the appropriate budget documents, counties will be notified that the figures in the provided attachment are final. If you have any questions, please contact the County Allocations Unit at (916) 857-3806.

Sincerely,

Original Document Signed By:DOUGLAS D. PARK, Chief
Financial Management & Contracts BranchAttachment
c: CWDA

FY 2003/04
IHSS Basic Augmentation Allocation

Attachment I

| Counties | Total | Federal | State | County |
|-----------------|--------------------|------------------|--------------------|------------------|
| Alameda | \$91,947 | \$23,292 | \$48,534 | \$20,120 |
| Alpine | \$629 | \$0 | \$444 | \$184 |
| Amador | \$676 | \$152 | \$371 | \$154 |
| Butte | \$14,066 | \$3,552 | \$7,433 | \$3,081 |
| Calaveras | \$1,549 | \$326 | \$864 | \$358 |
| Colusa | \$778 | \$165 | \$433 | \$180 |
| Contra Costa | \$41,081 | \$10,493 | \$21,624 | \$8,964 |
| Del Norte | \$1,325 | \$243 | \$763 | \$317 |
| El Dorado | \$3,117 | \$628 | \$1,759 | \$729 |
| Fresno | \$64,832 | \$14,568 | \$35,534 | \$14,731 |
| Glenn | \$1,562 | \$325 | \$875 | \$363 |
| Humboldt | \$8,293 | \$1,862 | \$4,548 | \$1,885 |
| Imperial | \$97,594 | \$42,499 | \$38,654 | \$16,441 |
| Inyo | \$391 | \$94 | \$210 | \$87 |
| Kern | \$21,412 | \$5,085 | \$11,542 | \$4,785 |
| Kings | \$4,694 | \$1,204 | \$2,467 | \$1,023 |
| Lake | \$7,557 | \$1,814 | \$4,060 | \$1,683 |
| Lassen | \$113,823 | \$54,751 | \$41,355 | \$17,717 |
| Los Angeles | \$677,606 | \$170,957 | \$358,169 | \$148,481 |
| Madera | \$4,998 | \$1,169 | \$2,708 | \$1,122 |
| Marin | \$7,470 | \$1,872 | \$3,958 | \$1,641 |
| Mariposa | \$842 | \$140 | \$496 | \$206 |
| Mendocino | \$8,758 | \$2,244 | \$4,605 | \$1,909 |
| Merced | \$10,984 | \$2,712 | \$5,847 | \$2,424 |
| Modoc | \$640 | \$120 | \$368 | \$152 |
| Mono | \$564 | \$97 | \$373 | \$154 |
| Monterey | \$17,716 | \$4,113 | \$9,613 | \$3,986 |
| Napa | \$2,782 | \$655 | \$1,504 | \$623 |
| Nevada | \$3,780 | \$906 | \$2,032 | \$842 |
| Orange | \$50,482 | \$11,369 | \$27,650 | \$11,463 |
| Placer | \$5,314 | \$1,241 | \$2,879 | \$1,194 |
| Plumas | \$1,946 | \$456 | \$1,053 | \$437 |
| Riverdale | \$63,568 | \$15,673 | \$33,859 | \$14,036 |
| Sacramento | \$123,669 | \$31,049 | \$65,476 | \$27,144 |
| San Benito | \$715,237 | \$344,965 | \$259,199 | \$111,073 |
| San Bernardino | \$78,428 | \$20,415 | \$41,011 | \$17,002 |
| San Diego | \$139,084 | \$46,100 | \$73,647 | \$19,338 |
| San Francisco | \$103,495 | \$26,419 | \$54,488 | \$22,588 |
| San Joaquin | \$31,251 | \$7,830 | \$16,557 | \$6,864 |
| San Luis Obispo | \$9,288 | \$2,271 | \$4,961 | \$2,056 |
| San Mateo | \$16,633 | \$3,409 | \$9,351 | \$3,876 |
| Santa Barbara | \$13,148 | \$3,201 | \$7,032 | \$2,915 |
| Santa Clara | \$60,373 | \$15,164 | \$31,961 | \$13,249 |
| Santa Cruz | \$7,941 | \$2,046 | \$4,168 | \$1,728 |
| Shasta | \$11,258 | \$2,738 | \$6,023 | \$2,497 |
| Sierra | \$436 | \$102 | \$236 | \$98 |
| Siskiyou | \$2,161 | \$427 | \$1,226 | \$508 |
| Solano | \$14,746 | \$3,738 | \$7,767 | \$3,220 |
| Sonoma | \$18,649 | \$4,717 | \$9,849 | \$4,083 |
| Stanislaus | \$23,814 | \$6,133 | \$12,500 | \$5,182 |
| Sutter | \$1,487 | \$356 | \$799 | \$331 |
| Tehama | \$4,393 | \$854 | \$2,502 | \$1,037 |
| Trinity | \$813 | \$177 | \$445 | \$186 |
| Tulare | \$12,663 | \$3,339 | \$6,592 | \$2,733 |
| Tuolumne | \$1,388 | \$356 | \$730 | \$303 |
| Ventura | \$11,784 | \$3,152 | \$6,102 | \$2,530 |
| Yolo | \$5,849 | \$1,477 | \$3,090 | \$1,281 |
| Yuba | \$3,232 | \$827 | \$1,700 | \$705 |
| Total | \$2,744,000 | \$906,000 | \$1,304,000 | \$534,000 |

| County | Distribution of FY 03/04 Advisory Committee Augmentation | Distribution of FY 03/04 County Employer-of-Record Augmentation |
|-----------------|---|--|
| | Fed & State | Fed/State/County |
| Alameda | \$0 | \$0 |
| Alpine | \$0 | \$0 |
| Amador | \$0 | \$0 |
| Butte | \$0 | \$0 |
| Calaveras | \$0 | \$0 |
| Colusa | \$0 | \$0 |
| Contra Costa | \$0 | \$0 |
| Del Norte | \$0 | \$0 |
| El Dorado | \$0 | \$0 |
| Fresno | \$0 | \$0 |
| Glenn | \$0 | \$0 |
| Humboldt | \$0 | \$0 |
| Imperial | \$0 | \$82,188 |
| Inyo | \$0 | \$0 |
| Kern | \$0 | \$0 |
| Kings | \$0 | \$0 |
| Lake | \$0 | \$0 |
| Lassen | \$0 | \$113,074 |
| Los Angeles | \$0 | \$0 |
| Madera | \$0 | \$0 |
| Marin | \$0 | \$0 |
| Mariposa | \$0 | \$0 |
| Mendocino | \$0 | \$0 |
| Merced | \$0 | \$0 |
| Modoc | \$0 | \$0 |
| Mono | \$0 | \$0 |
| Monterey | \$0 | \$0 |
| Napa | \$0 | \$0 |
| Nevada | \$0 | \$0 |
| Orange | \$0 | \$0 |
| Placer | \$0 | \$0 |
| Plumas | \$0 | \$0 |
| Riverside | \$0 | \$0 |
| Sacramento | \$0 | \$0 |
| San Benito | \$0 | \$713,731 |
| San Bernardino | \$0 | \$0 |
| San Diego | \$52,000 | \$0 |
| San Francisco | \$0 | \$0 |
| San Joaquin | \$0 | \$0 |
| San Luis Obispo | \$0 | \$0 |
| San Mateo | \$0 | \$0 |
| San Bernardino | \$0 | \$0 |
| San Clara | \$0 | \$0 |
| Santa Cruz | \$0 | \$0 |
| Shasta | \$0 | \$0 |
| Sierra | \$0 | \$0 |
| Blackfoot | \$0 | \$0 |
| Solano | \$0 | \$0 |
| Sonoma | \$0 | \$0 |
| Stanislaus | \$0 | \$0 |
| Sutter | \$0 | \$0 |
| Tehama | \$0 | \$0 |
| Tulare | \$0 | \$0 |
| Tuolumne | \$0 | \$0 |
| Ventura | \$0 | \$0 |
| Yolo | \$0 | \$0 |
| Yuba | \$0 | \$0 |
| Total | \$52,000 | \$909,000 |

DEPARTMENT OF SOCIAL SERVICES

744 P. Street, Sacramento, CA 95814



April 22, 2004

COUNTY FISCAL LETTER (CFL) NO. 03/04-51

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE FISCAL OFFICERS

SUBJECT: APPROVAL OF ALLOCATION AUGMENTATIONS FOR FISCAL YEAR
(FY) 2003/04

The purpose of this letter is to inform counties that funding has been approved for the augmentations to the following programs:

| | |
|---|--------------------------------|
| Kinship Guardianship Assistance Program | CFL 03/04-42 January 28, 2004 |
| Non-Assistance Food Stamps (NAFS) | CFL 03/04-44 February 9, 2004 |
| Revised CaWORKs Single Allocation | CFL 03/04-45 February 10, 2004 |
| In Home Support Services (IHSS) | CFL 03-04-46 February 5, 2004 |
| Child Welfare Services (CWS) | CFL 03/04-47 February 4, 2004 |
| Emergency Assistance (EA) Foster Care | CFL 03/04-48 February 17, 2004 |

Please refer to the attachments in the CFLs listed above for your county's allocation.
Questions concerning these allocations should be directed to fiscal.systems@dss.ca.gov.

Original Document Signed By:

DOUGLAS D. PARK, Chief
Financial Management and Contracts Branch

c. CWDA
CSAC

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



August 27, 2004

COUNTY FISCAL LETTER (CFL) NO. 04/05-16

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2004/05 IN-HOME SUPPORTIVE SERVICES (IHSS)
PROGRAM ADMINISTRATIVE ALLOCATION

The purpose of this letter is to provide counties with their FY 2004/05 IHSS allocations for the administrative costs associated with IHSS activities, nurses, and denials of assistance. A total of \$101.8 million in State General Fund (SGF) has been made available with the approval of the FY 2004/05 Budget Act.

The individual components within the IHSS Administrative Allocation and their allocation methodologies are as follows:

IHSS Basic

The IHSS Basic allocation methodology uses the following factors:

- Each county's actual average monthly paid cases for the period of July 2003 through March 2004
- Each county's FY 2001/02 actual IHSS unit cost
- Each county's actual Title XIX usage rate based on expenditures for June 2003 through March 2004
- Each county was guaranteed to receive a minimum allocation of 100 percent of their prior four quarters of expenditures (June 2003 through March 2004)

The caseload information used in this allocation was obtained from the IHSS Case Management Information and Payrolling System (CMIPS) Management Statistics Summary Report. The allocation methodology assumes that each IHSS/Personal Care Services Program (PCSP) case takes 11.5 hours to process. The cases were multiplied by the 11.5 hour standard and then divided by 1,778 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Also displayed with the IHSS Basic allocation is the IHSS Health-Related (HR) usage rate that is applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP and the Residual Program. The SGF share was calculated at 70% of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes (PC) 102 - IHSS-Skilled Professional Medical Personnel; PC 103 - IHSS-PCSP/HR; PC 104 - IHSS-Non HR/Non PCSP; and PC 330 - IHSS-Fraud, on the County Expense Claim (CEC) will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only through PC 193 - State Use Only IHSS.

Quality Assurance

This premise reflects the cost of hiring County Quality Assurance staff that will conduct legally required county IHSS/PCSP quality assurance and program integrity functions and work with State staff on the following tasks: development of statewide assessment guidelines; social worker training on the IHSS/PCSP assessment process and other related projects with the goals of improving and streamlining the service needs assessment process and reducing the cost of the IHSS program. The \$7.5 million SGF portion has been included in your total allocation and was distributed based on a percentage to total of each county's average monthly paid cases.

PCSP Three-Month Retroactive Benefits

This premise reflects the estimated administrative costs associated with implementing a Medi-Cal rule that provides reimbursement for eligible IHSS Personal Care services rendered up to three months prior to the application. The \$35,000 in SGF was distributed to counties based on the percent to total of their average monthly paid cases and has been included in your total allocation.

IHSS Advisory Committee

This premise reflects the \$3.0 million in Federal and State funds that are available for continued operation of the county Advisory Committee required by Assembly Bill (AB) 1682 (Chapter 90, Statutes of 1999). The \$1.6 million SGF share has been distributed equally to the participating counties and has been included in your total allocation. PC 023 captures costs associated with the IHSS Advisory Committees and is tracked against the total IHSS allocation. Please refer to CFI 00/01-48 dated December 22, 2000, for additional information related to IHSS Advisory Committee costs.

IHSS County Employer of Record

This premise reflects the cost of administrative activities necessary for counties to act as the employer of record for IHSS providers under Welfare and Institutions Code Section 12302.25. The estimated funding need for each of the participating counties was determined based on data received from the counties by the Department of Social

Services Disability and Adult Programs Branch in conjunction with the Estimates Branch. This funding has been included in the total allocation for appropriate counties.

Any questions concerning this letter should be directed to fiscal.systems@dss.ca.gov.

Sincerely,

*Original signed by Gloria Merk
on August 27, 2004*

GLORIA MERK
Deputy Director
Administration Division

Attachment
c: CWDA

| County | NET IHSS FINAL ALLOCATION | | | | IHSS HR. Usage Rate |
|-----------------|---------------------------|---------------|---------------|--------------|---------------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | |
| Alameda | \$13,450,849 | \$6,539,539 | \$4,837,615 | \$2,073,695 | 49.27% |
| Alpine | \$223,627 | \$107,824 | \$89,452 | \$26,351 | 0.00% |
| Amador | \$283,449 | \$136,971 | \$110,814 | \$35,664 | 47.26% |
| Butte | \$2,227,354 | \$1,082,163 | \$808,458 | \$336,734 | 49.95% |
| Calaveras | \$271,630 | \$131,221 | \$106,546 | \$33,864 | 40.06% |
| Colusa | \$275,377 | \$133,046 | \$107,914 | \$34,417 | 61.31% |
| Contra Costa | \$6,730,612 | \$3,271,866 | \$2,425,217 | \$1,033,530 | 50.47% |
| Del Norte | \$241,853 | \$116,740 | \$95,842 | \$29,271 | 47.85% |
| El Dorado | \$563,455 | \$273,119 | \$211,311 | \$79,026 | 44.75% |
| Fresno | \$8,325,045 | \$4,047,060 | \$2,996,760 | \$1,281,225 | 44.16% |
| Glenn | \$559,947 | \$271,416 | \$210,074 | \$70,457 | 46.23% |
| Humboldt | \$1,345,573 | \$653,407 | \$491,965 | \$200,201 | 39.92% |
| Imperial | \$1,844,309 | \$895,885 | \$670,727 | \$277,698 | 36.94% |
| Inyo | \$288,850 | \$139,600 | \$112,770 | \$36,480 | 48.77% |
| Kern | \$3,146,207 | \$1,528,940 | \$1,138,225 | \$479,042 | 47.11% |
| Kings | \$777,365 | \$377,119 | \$287,993 | \$112,254 | 49.61% |
| Lake | \$972,960 | \$472,221 | \$358,159 | \$142,581 | 45.96% |
| Lassen | \$311,175 | \$150,411 | \$120,825 | \$39,939 | 48.65% |
| Los Angeles | \$104,997,828 | \$51,051,556 | \$37,697,544 | \$16,248,729 | 49.47% |
| Madera | \$854,310 | \$414,535 | \$313,626 | \$124,149 | 49.65% |
| Marin | \$1,821,210 | \$884,705 | \$662,912 | \$273,594 | 47.15% |
| Mariposa | \$917,868 | \$445,283 | \$338,934 | \$133,652 | 40.06% |
| Mendocino | \$2,461,311 | \$1,195,959 | \$892,774 | \$372,578 | 50.00% |
| Merced | \$1,657,874 | \$805,255 | \$604,017 | \$248,602 | 46.45% |
| Modoc | \$204,788 | \$98,723 | \$82,575 | \$23,491 | 36.07% |
| Mono | \$166,458 | \$80,086 | \$68,821 | \$17,552 | 51.69% |
| Monterey | \$2,632,986 | \$1,279,413 | \$954,201 | \$399,373 | 47.59% |
| Napa | \$546,830 | \$265,035 | \$205,342 | \$76,453 | 44.64% |
| Nevada | \$927,110 | \$449,948 | \$341,896 | \$135,266 | 49.14% |
| Orange | \$7,410,660 | \$3,602,475 | \$2,668,781 | \$1,139,404 | 44.39% |
| Placer | \$1,001,726 | \$486,222 | \$368,619 | \$146,886 | 49.13% |
| Plumas | \$339,819 | \$164,379 | \$131,038 | \$44,403 | 51.47% |
| Riverside | \$8,847,309 | \$4,301,053 | \$3,184,660 | \$1,361,596 | 47.46% |
| Sacramento | \$18,169,255 | \$8,833,876 | \$6,531,793 | \$2,803,587 | 49.77% |
| San Benito | \$294,254 | \$142,223 | \$114,678 | \$37,353 | 34.64% |
| San Bernardino | \$13,411,407 | \$6,520,312 | \$4,823,010 | \$2,068,086 | 49.76% |
| San Diego | \$13,389,193 | \$6,509,436 | \$4,814,346 | \$2,065,411 | 46.16% |
| San Francisco | \$15,236,364 | \$7,177,454 | \$5,485,698 | \$2,353,212 | 49.21% |
| San Joaquin | \$4,532,309 | \$2,202,926 | \$1,635,826 | \$693,557 | 47.99% |
| San Luis Obispo | \$1,686,391 | \$819,146 | \$614,480 | \$252,766 | 47.69% |
| San Mateo | \$2,410,713 | \$1,122,705 | \$838,466 | \$349,542 | 41.49% |
| Santa Barbara | \$2,131,360 | \$1,035,498 | \$774,105 | \$321,758 | 48.39% |
| Santa Clara | \$10,079,620 | \$4,900,314 | \$3,627,560 | \$1,551,747 | 49.68% |
| Santa Cruz | \$2,036,152 | \$989,218 | \$740,066 | \$306,868 | 50.56% |
| Shasta | \$1,596,338 | \$775,336 | \$581,948 | \$239,055 | 45.14% |
| Sierra | \$141,459 | \$67,930 | \$59,842 | \$13,588 | 44.14% |
| Siskiyou | \$379,745 | \$183,789 | \$145,348 | \$50,609 | 40.34% |
| Solano | \$3,308,567 | \$1,607,927 | \$1,196,881 | \$503,759 | 49.88% |
| Sonoma | \$3,756,690 | \$1,825,917 | \$1,357,676 | \$573,197 | 49.88% |
| Stanislaus | \$4,532,809 | \$2,202,981 | \$1,636,523 | \$693,305 | 51.46% |
| Sutter | \$309,122 | \$149,449 | \$119,987 | \$39,687 | 38.55% |
| Tehama | \$598,822 | \$290,303 | \$223,897 | \$84,623 | 39.43% |
| Trinity | \$240,058 | \$108,870 | \$95,234 | \$28,950 | 35.62% |
| Tulare | \$1,775,087 | \$862,251 | \$646,112 | \$266,724 | 49.30% |
| Tuolumne | \$749,213 | \$363,391 | \$278,172 | \$107,651 | 48.80% |
| Ventura | \$2,945,490 | \$1,431,373 | \$1,066,451 | \$447,666 | 52.13% |
| Yolo | \$1,269,449 | \$616,404 | \$464,755 | \$188,290 | 48.81% |
| Yuba | \$805,315 | \$390,722 | \$298,141 | \$116,452 | 47.85% |
| Total | \$282,332,900 | \$137,229,800 | \$101,869,400 | \$43,233,700 | 48.48% |

| County | IHSS BASIC | | | |
|-----------------|---------------|---------------|--------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$12,570,411 | \$6,112,527 | \$4,514,712 | \$1,943,172 |
| Alpine | \$0 | \$0 | \$0 | \$0 |
| Amador | \$218,733 | \$106,362 | \$78,559 | \$33,812 |
| Butte | \$1,986,915 | \$963,246 | \$711,453 | \$306,216 |
| Calaveras | \$198,732 | \$96,636 | \$71,375 | \$30,721 |
| Colusa | \$210,528 | \$102,372 | \$75,612 | \$32,544 |
| Contra Costa | \$6,272,000 | \$3,049,842 | \$2,252,613 | \$969,545 |
| Del Norte | \$165,653 | \$80,551 | \$59,495 | \$25,607 |
| El Dorado | \$474,651 | \$230,805 | \$170,473 | \$73,373 |
| Fresno | \$7,478,754 | \$3,636,642 | \$2,686,024 | \$1,156,088 |
| Glenn | \$479,522 | \$233,174 | \$172,222 | \$74,126 |
| Humboldt | \$1,170,342 | \$569,094 | \$420,333 | \$180,915 |
| Imperial | \$1,341,908 | \$749,773 | \$553,782 | \$238,353 |
| Inyo | \$230,272 | \$111,973 | \$82,703 | \$35,596 |
| Kern | \$2,814,565 | \$1,368,619 | \$1,010,862 | \$435,084 |
| Kings | \$637,740 | \$310,109 | \$229,047 | \$98,584 |
| Lake | \$804,162 | \$391,034 | \$288,818 | \$124,310 |
| Lassen | \$130,521 | \$63,468 | \$46,877 | \$20,176 |
| Los Angeles | \$96,045,864 | \$46,702,145 | \$34,498,694 | \$14,845,025 |
| Madem | \$714,154 | \$347,267 | \$256,491 | \$110,396 |
| Marin | \$1,687,817 | \$820,723 | \$606,186 | \$260,908 |
| Mariposa | \$349,513 | \$169,955 | \$125,529 | \$54,029 |
| Mendocino | \$2,316,581 | \$1,126,468 | \$832,009 | \$358,104 |
| Merced | \$1,442,927 | \$701,642 | \$518,233 | \$223,052 |
| Modoc | \$144,626 | \$70,326 | \$51,943 | \$22,357 |
| Mono | \$110,521 | \$53,742 | \$39,694 | \$17,085 |
| Monterey | \$2,407,100 | \$1,170,484 | \$864,519 | \$372,097 |
| Napa | \$458,751 | \$223,074 | \$164,762 | \$70,915 |
| Nevada | \$830,318 | \$403,753 | \$298,212 | \$128,353 |
| Orange | \$6,714,083 | \$3,264,811 | \$2,411,389 | \$1,037,883 |
| Placer | \$878,013 | \$426,945 | \$315,342 | \$135,726 |
| Plumas | \$267,711 | \$130,178 | \$96,149 | \$41,384 |
| Riverside | \$8,115,724 | \$3,946,377 | \$2,914,794 | \$1,254,553 |
| Sacramento | \$17,128,696 | \$8,329,052 | \$6,151,838 | \$2,647,806 |
| San Benito | \$223,862 | \$108,856 | \$80,401 | \$34,605 |
| San Bernardino | \$12,376,550 | \$6,018,259 | \$4,445,086 | \$1,913,205 |
| San Diego | \$12,113,453 | \$5,890,325 | \$4,350,594 | \$1,872,534 |
| San Francisco | \$14,244,380 | \$6,926,516 | \$5,115,925 | \$2,201,939 |
| San Joaquin | \$4,122,098 | \$2,004,424 | \$1,480,468 | \$637,206 |
| San Luis Obispo | \$1,549,088 | \$733,264 | \$536,361 | \$239,463 |
| San Mateo | \$2,088,871 | \$1,015,741 | \$750,226 | \$322,904 |
| Santa Barbara | \$1,928,347 | \$937,684 | \$692,573 | \$298,090 |
| Santa Clara | \$9,457,105 | \$4,598,641 | \$3,396,556 | \$1,461,908 |
| Santa Cruz | \$1,887,575 | \$912,858 | \$677,930 | \$291,787 |
| Shasta | \$1,392,666 | \$677,202 | \$500,181 | \$215,283 |
| Sierra | \$85,390 | \$41,522 | \$30,668 | \$13,200 |
| Siskiyou | \$296,945 | \$144,393 | \$106,649 | \$45,903 |
| Solano | \$3,097,663 | \$1,506,279 | \$1,112,538 | \$478,846 |
| Sonoma | \$3,493,876 | \$1,698,554 | \$1,254,552 | \$539,970 |
| Stanislaus | \$3,572,827 | \$1,737,334 | \$1,283,195 | \$552,298 |
| Sutter | \$227,708 | \$110,726 | \$81,782 | \$35,200 |
| Tehama | \$469,010 | \$228,062 | \$168,447 | \$72,501 |
| Trinity | \$177,450 | \$85,287 | \$63,782 | \$27,433 |
| Tulare | \$1,359,345 | \$758,252 | \$560,045 | \$241,048 |
| Tuolumne | \$508,756 | \$247,389 | \$182,722 | \$78,645 |
| Ventura | \$2,724,046 | \$1,324,603 | \$978,352 | \$421,091 |
| Yolo | \$1,139,570 | \$554,131 | \$409,281 | \$176,158 |
| Yuba | \$704,412 | \$342,529 | \$252,992 | \$108,890 |
| Total | \$256,432,000 | \$124,692,000 | \$92,102,000 | \$39,638,000 |

| County | TOTAL Funds | QUALITY ASSURANCE | | | PCSP 3-MONTH RETROACTIVE PAYMENTS | | | |
|-----------------|--------------|-------------------|-------------|--------------|-----------------------------------|---------------|-------------|--------------|
| | | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$823,674 | \$400,216 | \$293,505 | \$129,953 | \$3,798 | \$1,899 | \$1,329 | \$570 |
| Alpine | \$461 | \$224 | \$164 | \$73 | \$200 | \$100 | \$70 | \$30 |
| Amador | \$11,550 | \$5,612 | \$4,116 | \$1,822 | \$200 | \$100 | \$70 | \$30 |
| Butte | \$192,586 | \$93,576 | \$68,625 | \$30,385 | \$888 | \$444 | \$311 | \$133 |
| Calaveras | \$19,733 | \$9,588 | \$7,032 | \$3,113 | \$200 | \$100 | \$70 | \$30 |
| Calusa | \$11,683 | \$5,577 | \$4,163 | \$1,843 | \$200 | \$100 | \$70 | \$30 |
| Contra Costa | \$403,785 | \$196,196 | \$143,883 | \$63,706 | \$1,862 | \$931 | \$652 | \$279 |
| Del Norte | \$23,034 | \$11,192 | \$8,208 | \$3,634 | \$200 | \$100 | \$70 | \$30 |
| El Dorado | \$35,639 | \$17,317 | \$12,699 | \$5,523 | \$200 | \$100 | \$70 | \$30 |
| Fresno | \$789,685 | \$383,701 | \$281,393 | \$124,591 | \$3,640 | \$1,820 | \$1,274 | \$546 |
| Glenn | \$27,259 | \$13,245 | \$9,713 | \$4,301 | \$200 | \$100 | \$70 | \$30 |
| Humboldt | \$121,704 | \$59,135 | \$43,567 | \$19,202 | \$561 | \$281 | \$196 | \$84 |
| Imperial | \$248,290 | \$120,642 | \$88,475 | \$39,173 | \$1,146 | \$573 | \$401 | \$172 |
| Inyo | \$5,412 | \$2,630 | \$1,928 | \$854 | \$200 | \$100 | \$70 | \$30 |
| Kern | \$277,396 | \$134,784 | \$98,846 | \$43,766 | \$1,280 | \$640 | \$448 | \$192 |
| Kings | \$86,262 | \$41,914 | \$30,738 | \$13,610 | \$398 | \$199 | \$139 | \$60 |
| Lake | \$115,301 | \$56,024 | \$41,086 | \$18,191 | \$532 | \$266 | \$186 | \$80 |
| Lassen | \$14,388 | \$6,991 | \$5,127 | \$2,270 | \$200 | \$100 | \$70 | \$30 |
| Los Angeles | \$8,858,183 | \$4,304,112 | \$3,156,491 | \$1,397,580 | \$40,816 | \$20,402 | \$14,290 | \$6,124 |
| Madera | \$86,790 | \$42,171 | \$30,926 | \$13,693 | \$400 | \$200 | \$140 | \$60 |
| Marin | \$80,059 | \$38,900 | \$28,528 | \$12,631 | \$369 | \$185 | \$129 | \$55 |
| Mariposa | \$14,190 | \$6,895 | \$5,056 | \$2,239 | \$200 | \$100 | \$70 | \$30 |
| Mendocino | \$91,343 | \$44,383 | \$32,549 | \$14,411 | \$421 | \$211 | \$147 | \$63 |
| Merced | \$161,238 | \$78,344 | \$57,455 | \$25,439 | \$743 | \$372 | \$260 | \$111 |
| Modoc | \$6,997 | \$3,400 | \$2,493 | \$1,104 | \$200 | \$100 | \$70 | \$30 |
| Mono | \$2,772 | \$1,347 | \$988 | \$437 | \$200 | \$100 | \$70 | \$30 |
| Monterey | \$172,127 | \$83,635 | \$61,335 | \$27,157 | \$794 | \$397 | \$278 | \$119 |
| Napa | \$34,913 | \$16,964 | \$12,441 | \$5,508 | \$200 | \$100 | \$70 | \$30 |
| Nevada | \$43,625 | \$21,197 | \$15,545 | \$6,883 | \$201 | \$101 | \$70 | \$30 |
| Orange | \$640,657 | \$311,290 | \$228,289 | \$101,078 | \$2,954 | \$1,477 | \$1,034 | \$443 |
| Placer | \$70,422 | \$34,217 | \$25,094 | \$11,111 | \$326 | \$163 | \$114 | \$49 |
| Plumas | \$18,943 | \$9,204 | \$6,750 | \$2,989 | \$200 | \$100 | \$70 | \$30 |
| Riverside | \$675,405 | \$328,222 | \$240,707 | \$106,576 | \$3,114 | \$1,557 | \$1,090 | \$467 |
| Sacramento | \$983,062 | \$477,661 | \$350,300 | \$155,101 | \$4,532 | \$2,266 | \$1,586 | \$680 |
| San Benito | \$17,226 | \$8,370 | \$6,138 | \$2,718 | \$200 | \$100 | \$70 | \$30 |
| San Bernardino | \$977,386 | \$474,903 | \$348,278 | \$154,205 | \$4,506 | \$2,253 | \$1,577 | \$676 |
| San Diego | \$1,217,162 | \$591,408 | \$433,719 | \$192,039 | \$5,612 | \$2,806 | \$1,964 | \$842 |
| San Francisco | \$954,617 | \$463,840 | \$340,164 | \$150,613 | \$4,401 | \$2,201 | \$1,540 | \$660 |
| San Joaquin | \$355,605 | \$172,785 | \$126,715 | \$56,105 | \$1,640 | \$820 | \$574 | \$246 |
| San Luis Obispo | \$83,951 | \$40,791 | \$29,915 | \$13,245 | \$387 | \$194 | \$135 | \$58 |
| San Mateo | \$168,101 | \$81,679 | \$59,900 | \$26,522 | \$775 | \$388 | \$271 | \$116 |
| Santa Barbara | \$149,559 | \$72,572 | \$53,222 | \$23,565 | \$689 | \$345 | \$241 | \$103 |
| Santa Clara | \$566,936 | \$275,469 | \$202,020 | \$89,847 | \$2,614 | \$1,307 | \$915 | \$392 |
| Santa Cruz | \$95,171 | \$46,243 | \$33,913 | \$15,015 | \$440 | \$220 | \$154 | \$66 |
| Shasta | \$150,015 | \$72,891 | \$53,456 | \$23,568 | \$682 | \$341 | \$242 | \$104 |
| Sierra | \$2,904 | \$1,411 | \$1,033 | \$458 | \$200 | \$100 | \$70 | \$30 |
| Slaidyou | \$29,633 | \$14,399 | \$10,560 | \$4,576 | \$200 | \$100 | \$70 | \$30 |
| Solano | \$157,212 | \$76,388 | \$56,020 | \$24,803 | \$726 | \$363 | \$254 | \$109 |
| Sonoma | \$209,681 | \$101,382 | \$74,717 | \$33,082 | \$967 | \$484 | \$338 | \$145 |
| Stanislaus | \$287,889 | \$139,883 | \$102,585 | \$45,421 | \$1,327 | \$664 | \$464 | \$199 |
| Sutter | \$28,249 | \$13,726 | \$10,066 | \$4,457 | \$200 | \$100 | \$70 | \$30 |
| Tehama | \$76,493 | \$37,167 | \$27,257 | \$12,069 | \$354 | \$177 | \$124 | \$53 |
| Trinity | \$9,838 | \$4,868 | \$3,633 | \$1,583 | \$200 | \$100 | \$70 | \$30 |
| Tulare | \$162,029 | \$78,728 | \$57,737 | \$25,564 | \$747 | \$374 | \$261 | \$112 |
| Tuolumna | \$17,292 | \$8,402 | \$6,162 | \$2,728 | \$200 | \$100 | \$70 | \$30 |
| Ventura | \$167,704 | \$81,486 | \$59,759 | \$26,459 | \$774 | \$387 | \$271 | \$116 |
| Yalo | \$76,559 | \$37,199 | \$27,281 | \$12,079 | \$354 | \$177 | \$124 | \$53 |
| Yuba | \$47,718 | \$23,186 | \$17,003 | \$7,529 | \$220 | \$110 | \$77 | \$33 |
| Total | \$21,157,000 | \$10,280,000 | \$7,539,000 | \$3,338,000 | \$100,000 | \$50,000 | \$35,000 | \$15,000 |

| County | ADVISORY COMMITTEE | | | | EMPLOYER OF RECORD | | | |
|-----------------|--------------------|---------------|-------------|--------------|--------------------|---------------|-------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Alpine | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$82,603 | \$61,149 | \$26,248 |
| Amador | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Butte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Calaveras | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Colusa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Contra Costa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Del Norte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| El Dorado | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fresno | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Glenn | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Humboldt | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Imperial | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Inyo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kern | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kings | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lake | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lassen | \$52,966 | \$24,897 | \$28,069 | \$0 | \$113,100 | \$54,955 | \$40,682 | \$17,463 |
| Los Angeles | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Madison | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Maria | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mariposa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$501,000 | \$243,436 | \$180,210 | \$77,354 |
| Mendocino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Merced | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Modoc | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mono | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Monterey | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Napa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Nevada | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Orange | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Placer | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Plumas | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Riverside | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sacramento | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Benito | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Bernardino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Diego | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Francisco | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Joaquin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Luis Obispo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Mateo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Barbara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Clara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Cruz | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Shasta | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sierra | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Siskiyou | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Solano | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sonoma | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Stanislaus | \$52,966 | \$24,897 | \$28,069 | \$0 | \$617,800 | \$300,203 | \$222,210 | \$95,387 |
| Sutter | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tehama | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Trinity | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tulare | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tuolumne | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$82,603 | \$61,149 | \$26,248 |
| Ventura | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yolo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yuba | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$3,072,000 | \$1,444,000 | \$1,628,000 | \$0 | \$1,571,900 | \$763,800 | \$565,400 | \$242,700 |

DEPARTMENT OF SOCIAL SERVICES



September 20, 2004

COUNTY FISCAL LETTER (CFL) NO. 04/05-22

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS

SUBJECT: REVISED FISCAL YEAR (FY) 2004/05 IN HOME SUPPORT SERVICES
(IHSS) PROGRAM ADMINISTRATIVE ALLOCATION

REFERENCE: CFL No. 04/05-16, dated August 27, 2004

The purpose of this letter is to provide counties with a revised allocation for the administrative costs associated with IHSS for FY 2004/05.

In CFL No. 04/05-16, the funds associated with the Hold Harmless portion of the IHSS Basic methodology were not reflected properly in the IHSS Basic columns. The Hold Harmless portion of the methodology guarantees that each county receives a minimum allocation of 100 percent of their prior four quarters of expenditures.

The enclosed attachment provides you with the revised FY 04/05 IHSS Administrative allocation in which each county was assured a Hold Harmless minimum allocation equal to at least their prior four quarters expenditures.

Any questions concerning this allocation should be directed to fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

KATHY FARMER, Chief
Financial Management and Contracts Branch

Attachment
c: CWDA

| County | NET IHSS REVISED ALLOCATION | | | | IHSS HR Usage Rate |
|-----------------|-----------------------------|------------------|----------------|-----------------|-----------------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | |
| Alameda | \$13,245,844 | \$6,539,539 | \$4,694,416 | \$2,011,890 | 49.27% |
| Alpine | \$323,376 | \$107,824 | \$160,727 | \$57,025 | 0.00% |
| Amador | \$209,099 | \$136,971 | \$114,766 | \$37,362 | 47.26% |
| Butte | \$2,168,421 | \$1,082,163 | \$767,276 | \$318,982 | 49.95% |
| Calaveras | \$373,275 | \$131,221 | \$135,869 | \$46,391 | 40.06% |
| Colusa | \$311,768 | \$133,046 | \$133,358 | \$45,365 | 41.31% |
| Contra Costa | \$6,481,754 | \$3,271,866 | \$2,251,297 | \$958,592 | 50.47% |
| Del Norte | \$244,016 | \$116,740 | \$97,356 | \$29,921 | 47.85% |
| El Dorado | \$602,924 | \$273,119 | \$238,909 | \$90,897 | 44.75% |
| Fresno | \$9,054,420 | \$4,047,060 | \$3,506,754 | \$1,500,606 | 44.16% |
| Glenn | \$583,205 | \$271,416 | \$226,339 | \$85,450 | 46.23% |
| Humboldt | \$1,596,194 | \$653,407 | \$667,191 | \$275,597 | 39.92% |
| Imperial | \$2,325,397 | \$895,885 | \$1,007,080 | \$422,432 | 36.94% |
| Inyo | \$287,313 | \$139,600 | \$111,698 | \$36,015 | 48.77% |
| Kern | \$3,227,216 | \$1,528,940 | \$1,194,888 | \$503,389 | 47.11% |
| Kings | \$762,671 | \$377,119 | \$277,726 | \$107,826 | 49.61% |
| Lake | \$1,016,871 | \$472,221 | \$388,866 | \$155,785 | 45.96% |
| Lassen | \$310,661 | \$150,411 | \$120,467 | \$39,783 | 48.63% |
| Los Angeles | \$103,046,784 | \$51,051,556 | \$36,331,948 | \$15,663,281 | 49.47% |
| Madras | \$837,360 | \$414,535 | \$303,783 | \$119,042 | 49.65% |
| Marin | \$1,868,324 | \$884,705 | \$695,867 | \$287,753 | 47.15% |
| Mariposa | \$991,206 | \$445,283 | \$390,209 | \$155,714 | 40.06% |
| Mendocino | \$2,390,380 | \$1,195,959 | \$843,208 | \$351,213 | 50.00% |
| Merced | \$1,720,632 | \$805,255 | \$647,907 | \$267,470 | 46.45% |
| Modoc | \$254,514 | \$98,723 | \$117,341 | \$38,451 | 36.07% |
| Mono | \$224,959 | \$80,086 | \$109,721 | \$35,152 | 31.69% |
| Monterey | \$2,677,349 | \$1,279,413 | \$985,240 | \$412,697 | 47.59% |
| Napa | \$586,171 | \$265,035 | \$232,851 | \$88,285 | 44.64% |
| Nevada | \$915,792 | \$449,948 | \$333,992 | \$131,853 | 49.14% |
| Orange | \$8,027,209 | \$3,602,475 | \$3,099,889 | \$1,324,846 | 44.39% |
| Placer | \$989,749 | \$486,222 | \$360,254 | \$143,274 | 49.13% |
| Plumas | \$324,221 | \$164,379 | \$120,136 | \$39,707 | 51.47% |
| Riverside | \$9,019,482 | \$4,301,053 | \$3,305,110 | \$1,413,320 | 47.46% |
| Sacramento | \$17,720,804 | \$8,833,876 | \$6,218,441 | \$2,668,488 | 49.77% |
| San Benito | \$383,464 | \$142,223 | \$177,049 | \$64,193 | 34.64% |
| San Bernardino | \$13,089,614 | \$6,520,312 | \$4,598,160 | \$1,971,142 | 49.76% |
| San Diego | \$13,994,573 | \$6,509,436 | \$5,237,699 | \$2,247,438 | 46.16% |
| San Francisco | \$15,041,254 | \$7,417,454 | \$5,335,451 | \$2,288,350 | 49.21% |
| San Joaquin | \$4,573,151 | \$2,202,926 | \$1,664,420 | \$705,806 | 47.99% |
| San Luis Obispo | \$1,711,620 | \$819,146 | \$632,133 | \$260,341 | 47.69% |
| San Mateo | \$2,661,976 | \$1,122,705 | \$1,084,062 | \$455,209 | 41.49% |
| Santa Barbara | \$2,134,484 | \$1,035,498 | \$776,308 | \$322,678 | 48.39% |
| Santa Clara | \$9,848,657 | \$4,900,314 | \$3,466,182 | \$1,482,161 | 49.68% |
| Santa Cruz | \$1,958,027 | \$989,218 | \$685,466 | \$283,344 | 50.56% |
| Shasta | \$1,699,039 | \$775,336 | \$653,762 | \$269,941 | 45.14% |
| Sierra | \$149,970 | \$67,930 | \$65,793 | \$16,248 | 21.14% |
| Siskiyou | \$439,479 | \$189,789 | \$187,112 | \$68,578 | 40.34% |
| Solano | \$3,220,906 | \$1,607,927 | \$1,135,626 | \$477,353 | 49.88% |
| Sonoma | \$3,657,802 | \$1,825,817 | \$1,288,576 | \$543,410 | 49.88% |
| Stanislaus | \$4,325,006 | \$2,202,981 | \$1,491,279 | \$630,947 | 51.46% |
| Sutter | \$367,584 | \$149,449 | \$160,861 | \$57,275 | 38.55% |
| Tehama | \$706,413 | \$290,303 | \$299,120 | \$116,990 | 39.43% |
| Trinity | \$304,183 | \$115,870 | \$140,070 | \$48,243 | 35.62% |
| Tulare | \$1,748,640 | \$862,251 | \$627,638 | \$258,752 | 49.30% |
| Tuolumne | \$745,825 | \$363,391 | \$275,808 | \$106,626 | 48.80% |
| Ventura | \$2,753,965 | \$1,431,373 | \$932,579 | \$390,014 | 52.13% |
| Yolo | \$1,261,334 | \$616,404 | \$459,093 | \$185,837 | 48.81% |
| Yuba | \$814,374 | \$390,722 | \$304,481 | \$119,171 | 47.85% |
| Total | \$282,332,900 | \$137,229,800 | \$101,869,400 | \$43,233,700 | 48.48% |

| County | TOTAL Funds | REVISED IHSS BASIC | | County Share |
|-----------------|----------------------|----------------------|---------------------|---------------------|
| | | Federal Funds | State Share | |
| Alameda | \$12,365,407 | \$6,112,527 | \$4,371,519 | \$1,881,367 |
| Alpine | \$101,949 | \$0 | \$71,275 | \$30,674 |
| Amador | \$224,383 | \$106,362 | \$82,511 | \$35,510 |
| Butte | \$1,921,981 | \$953,246 | \$670,271 | \$288,464 |
| Calaveras | \$240,376 | \$96,696 | \$108,492 | \$43,248 |
| Colusa | \$246,920 | \$182,372 | \$187,056 | \$41,492 |
| Contra Costa | \$6,023,142 | \$3,049,842 | \$2,078,693 | \$894,607 |
| Del Norte | \$167,817 | \$80,551 | \$61,009 | \$26,257 |
| El Dorado | \$514,120 | \$230,805 | \$198,071 | \$85,244 |
| Fresno | \$8,208,129 | \$3,636,642 | \$3,198,018 | \$1,375,469 |
| Glenn | \$502,780 | \$233,174 | \$188,487 | \$81,119 |
| Humboldt | \$1,420,964 | \$569,094 | \$595,559 | \$256,311 |
| Imperial | \$2,022,995 | \$749,773 | \$890,135 | \$383,087 |
| Inyo | \$228,735 | \$111,973 | \$81,631 | \$35,131 |
| Kern | \$2,895,575 | \$1,368,619 | \$1,067,525 | \$459,431 |
| Kings | \$623,045 | \$310,109 | \$218,780 | \$94,156 |
| Lake | \$848,073 | \$391,034 | \$319,525 | \$137,514 |
| Lassen | \$130,007 | \$63,468 | \$46,519 | \$20,020 |
| Los Angeles | \$94,094,820 | \$46,702,145 | \$33,133,098 | \$14,259,577 |
| Madras | \$697,204 | \$347,267 | \$244,648 | \$105,289 |
| Marin | \$1,734,931 | \$820,723 | \$639,141 | \$275,067 |
| Mariposa | \$422,850 | \$169,955 | \$176,804 | \$76,091 |
| Mendocino | \$2,245,650 | \$1,126,468 | \$782,443 | \$336,739 |
| Merced | \$1,505,685 | \$701,642 | \$562,123 | \$241,920 |
| Modoc | \$194,352 | \$70,326 | \$86,709 | \$37,317 |
| Mono | \$169,021 | \$53,742 | \$80,594 | \$34,685 |
| Monterey | \$2,451,463 | \$1,170,484 | \$895,558 | \$385,421 |
| Napa | \$498,092 | \$223,074 | \$192,271 | \$82,747 |
| Nevada | \$819,001 | \$403,753 | \$290,308 | \$124,940 |
| Orange | \$7,330,633 | \$3,264,811 | \$2,842,497 | \$1,223,325 |
| Placer | \$866,036 | \$426,945 | \$306,977 | \$132,114 |
| Plumas | \$252,113 | \$130,178 | \$85,247 | \$36,688 |
| Riverside | \$8,287,898 | \$3,946,377 | \$3,035,244 | \$1,306,277 |
| Sacramento | \$16,680,243 | \$8,329,052 | \$5,838,486 | \$2,512,707 |
| San Benito | \$313,073 | \$108,856 | \$142,772 | \$61,443 |
| San Bernardino | \$12,054,756 | \$6,018,259 | \$4,230,238 | \$1,816,261 |
| San Diego | \$12,718,833 | \$5,890,325 | \$4,773,947 | \$2,054,561 |
| San Francisco | \$14,029,271 | \$6,926,516 | \$4,965,678 | \$2,137,077 |
| San Joaquin | \$4,162,941 | \$2,004,424 | \$1,509,062 | \$649,757 |
| San Luis Obispo | \$1,574,316 | \$753,264 | \$574,014 | \$247,038 |
| San Mateo | \$2,440,134 | \$1,015,741 | \$995,822 | \$428,571 |
| Santa Barbara | \$1,931,470 | \$937,684 | \$694,776 | \$299,010 |
| Santa Clara | \$9,226,141 | \$4,598,641 | \$3,235,101 | \$1,382,822 |
| Santa Cruz | \$1,809,451 | \$917,858 | \$623,330 | \$268,263 |
| Shasta | \$1,495,366 | \$677,202 | \$571,995 | \$246,789 |
| Sierra | \$93,901 | \$41,522 | \$36,619 | \$15,760 |
| Siskiyou | \$356,678 | \$144,393 | \$148,413 | \$63,872 |
| Solano | \$3,010,002 | \$1,506,279 | \$1,051,285 | \$452,440 |
| Sonoma | \$3,394,189 | \$1,698,554 | \$1,183,452 | \$510,183 |
| Stanislaus | \$3,365,025 | \$1,737,334 | \$1,137,931 | \$489,740 |
| Subur | \$286,170 | \$110,726 | \$122,656 | \$52,788 |
| Tahama | \$576,600 | \$228,062 | \$243,670 | \$104,868 |
| Trinity | \$241,579 | \$86,287 | \$108,568 | \$46,721 |
| Tulare | \$1,532,899 | \$758,252 | \$541,571 | \$233,075 |
| Tuolumne | \$305,367 | \$247,389 | \$180,358 | \$77,620 |
| Ventura | \$2,532,522 | \$1,324,603 | \$844,480 | \$363,439 |
| Yolo | \$1,131,455 | \$554,191 | \$403,619 | \$173,705 |
| Yuba | \$713,471 | \$342,529 | \$259,332 | \$111,609 |
| Total | \$256,432,000 | \$124,692,000 | \$92,102,000 | \$39,638,000 |

| County | QUALITY ASSURANCE | | | | PCSP 3-MONTH RETROACTIVE PAYMENTS | | | |
|-----------------|-------------------|---------------|-------------|--------------|-----------------------------------|---------------|-------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$823,674 | \$400,216 | \$293,505 | \$129,953 | \$3,798 | \$1,899 | \$1,329 | \$570 |
| Alpine | \$461 | \$224 | \$164 | \$73 | \$200 | \$100 | \$70 | \$30 |
| Amador | \$17,550 | \$5,612 | \$4,116 | \$1,822 | \$200 | \$100 | \$70 | \$30 |
| Butte | \$192,586 | \$93,576 | \$68,625 | \$30,385 | \$888 | \$444 | \$311 | \$133 |
| Calaveras | \$19,739 | \$9,588 | \$7,032 | \$3,113 | \$200 | \$100 | \$70 | \$30 |
| Colusa | \$11,683 | \$5,677 | \$4,163 | \$1,843 | \$200 | \$100 | \$70 | \$30 |
| Contra Costa | \$403,785 | \$196,196 | \$143,883 | \$63,706 | \$1,862 | \$931 | \$652 | \$279 |
| Del Norte | \$23,034 | \$11,192 | \$8,208 | \$3,634 | \$200 | \$100 | \$70 | \$30 |
| El Dorado | \$35,639 | \$17,317 | \$12,699 | \$5,623 | \$200 | \$100 | \$70 | \$30 |
| Fresno | \$789,685 | \$383,701 | \$281,393 | \$124,591 | \$3,640 | \$1,820 | \$1,274 | \$546 |
| Glenn | \$27,259 | \$13,245 | \$9,713 | \$4,301 | \$200 | \$100 | \$70 | \$30 |
| Humboldt | \$121,704 | \$59,135 | \$43,367 | \$19,202 | \$561 | \$281 | \$196 | \$84 |
| Imperial | \$248,290 | \$120,642 | \$88,475 | \$39,173 | \$1,146 | \$573 | \$401 | \$172 |
| Inyo | \$5,412 | \$2,630 | \$1,928 | \$854 | \$200 | \$100 | \$70 | \$30 |
| Kern | \$277,396 | \$134,784 | \$98,846 | \$43,766 | \$1,280 | \$640 | \$448 | \$192 |
| Kings | \$86,262 | \$41,914 | \$30,738 | \$13,610 | \$398 | \$199 | \$139 | \$60 |
| Lake | \$115,301 | \$56,024 | \$41,086 | \$18,191 | \$532 | \$266 | \$186 | \$80 |
| Lassen | \$14,388 | \$6,991 | \$5,127 | \$2,270 | \$200 | \$100 | \$70 | \$30 |
| Los Angeles | \$8,858,183 | \$4,304,112 | \$3,156,491 | \$1,397,580 | \$40,816 | \$20,402 | \$14,290 | \$6,124 |
| Madera | \$86,790 | \$42,171 | \$30,926 | \$13,693 | \$400 | \$200 | \$140 | \$60 |
| Marin | \$80,059 | \$38,900 | \$28,528 | \$12,631 | \$369 | \$185 | \$129 | \$55 |
| Mariposa | \$14,190 | \$6,895 | \$5,056 | \$2,239 | \$200 | \$100 | \$70 | \$30 |
| Mendocino | \$91,343 | \$44,383 | \$32,549 | \$14,411 | \$421 | \$211 | \$147 | \$63 |
| Merced | \$161,238 | \$78,344 | \$57,455 | \$25,439 | \$743 | \$372 | \$260 | \$111 |
| Modoc | \$6,997 | \$3,400 | \$2,493 | \$1,104 | \$200 | \$100 | \$70 | \$30 |
| Mono | \$2,772 | \$1,347 | \$988 | \$437 | \$200 | \$100 | \$70 | \$30 |
| Monterey | \$172,127 | \$83,635 | \$61,335 | \$27,157 | \$794 | \$397 | \$278 | \$119 |
| Napa | \$34,913 | \$16,964 | \$12,441 | \$5,508 | \$200 | \$100 | \$70 | \$30 |
| Nevada | \$43,625 | \$21,197 | \$15,545 | \$6,883 | \$201 | \$101 | \$70 | \$30 |
| Orange | \$640,657 | \$311,290 | \$228,289 | \$101,078 | \$2,954 | \$1,477 | \$1,034 | \$443 |
| Placer | \$70,422 | \$34,217 | \$25,094 | \$11,111 | \$326 | \$163 | \$114 | \$49 |
| Plumas | \$18,943 | \$9,204 | \$6,750 | \$2,989 | \$200 | \$100 | \$70 | \$30 |
| Riverside | \$675,505 | \$328,222 | \$240,707 | \$106,576 | \$3,114 | \$1,557 | \$1,090 | \$467 |
| Sacramento | \$983,062 | \$477,661 | \$350,300 | \$153,101 | \$4,532 | \$2,266 | \$1,586 | \$680 |
| San Benito | \$17,226 | \$8,370 | \$6,138 | \$2,718 | \$200 | \$100 | \$70 | \$30 |
| San Bernardino | \$977,386 | \$474,903 | \$348,278 | \$154,205 | \$4,506 | \$2,253 | \$1,577 | \$676 |
| San Diego | \$1,217,162 | \$591,408 | \$433,719 | \$192,035 | \$5,612 | \$2,806 | \$1,964 | \$842 |
| San Francisco | \$954,617 | \$463,840 | \$340,164 | \$150,613 | \$4,401 | \$2,201 | \$1,540 | \$660 |
| San Joaquin | \$355,605 | \$172,785 | \$126,715 | \$56,105 | \$1,640 | \$820 | \$574 | \$246 |
| San Luis Obispo | \$83,951 | \$40,791 | \$29,915 | \$13,245 | \$387 | \$194 | \$135 | \$58 |
| San Mateo | \$168,101 | \$81,679 | \$59,900 | \$26,522 | \$775 | \$388 | \$271 | \$116 |
| Santa Barbara | \$149,359 | \$72,572 | \$53,222 | \$23,565 | \$689 | \$345 | \$241 | \$103 |
| Santa Clara | \$366,936 | \$275,469 | \$202,020 | \$89,447 | \$2,614 | \$1,307 | \$915 | \$392 |
| Santa Cruz | \$95,171 | \$46,243 | \$33,913 | \$15,015 | \$440 | \$220 | \$154 | \$66 |
| Shasta | \$150,015 | \$72,891 | \$53,456 | \$23,668 | \$692 | \$346 | \$242 | \$104 |
| Sierra | \$2,904 | \$1,411 | \$1,035 | \$458 | \$200 | \$100 | \$70 | \$30 |
| Siskiyou | \$29,635 | \$14,399 | \$10,560 | \$4,676 | \$200 | \$100 | \$70 | \$30 |
| Solano | \$157,212 | \$76,388 | \$56,020 | \$24,804 | \$726 | \$363 | \$254 | \$109 |
| Sonoma | \$209,681 | \$101,882 | \$74,717 | \$33,082 | \$967 | \$484 | \$338 | \$145 |
| Stanislaus | \$287,889 | \$139,883 | \$102,585 | \$45,421 | \$1,327 | \$664 | \$464 | \$199 |
| Sutter | \$28,249 | \$13,726 | \$10,066 | \$4,457 | \$200 | \$100 | \$70 | \$30 |
| Tahama | \$76,493 | \$37,167 | \$27,257 | \$12,069 | \$354 | \$177 | \$124 | \$55 |
| Trinity | \$9,438 | \$4,586 | \$3,363 | \$1,489 | \$200 | \$100 | \$70 | \$30 |
| Tulare | \$162,029 | \$78,728 | \$57,737 | \$25,564 | \$747 | \$374 | \$261 | \$112 |
| Tuolumne | \$17,292 | \$8,402 | \$6,162 | \$2,728 | \$200 | \$100 | \$70 | \$30 |
| Ventura | \$167,704 | \$81,486 | \$59,759 | \$26,459 | \$774 | \$387 | \$271 | \$116 |
| Yolo | \$76,559 | \$37,199 | \$27,281 | \$12,079 | \$354 | \$177 | \$124 | \$53 |
| Yuba | \$47,718 | \$23,186 | \$17,003 | \$7,529 | \$220 | \$110 | \$77 | \$33 |
| Total | \$21,157,000 | \$10,280,000 | \$7,539,000 | \$3,338,000 | \$100,000 | \$50,000 | \$35,000 | \$15,000 |

| County | ADVISORY COMMITTEE | | | | EMPLOYER OF RECORD | | | |
|-----------------|--------------------|--------------------|--------------------|--------------|--------------------|------------------|------------------|------------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Alpine | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$82,603 | \$61,149 | \$26,248 |
| Amador | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Butte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Calaveras | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Colusa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Contra Costa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Del Norte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| El Dorado | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fresno | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Glenn | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Humboldt | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Imperial | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Inyo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kern | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kings | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lake | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lassen | \$52,966 | \$24,897 | \$28,069 | \$0 | \$113,100 | \$54,955 | \$40,682 | \$17,463 |
| Los Angeles | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Madara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Marin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mariposa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$501,000 | \$243,436 | \$180,210 | \$77,354 |
| Mendocino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Merced | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Modoc | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mono | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Monterey | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Napa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Nevada | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Orange | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Placer | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Plumas | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Riverside | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sacramento | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Benito | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Bernardino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Diego | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Francisco | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Joaquin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Luis Obispo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Mateo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Barbara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Clara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Cruz | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Shasta | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sierra | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Siskiyou | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Solano | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sonoma | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Stanislaus | \$52,966 | \$24,897 | \$28,069 | \$0 | \$617,800 | \$300,203 | \$222,210 | \$95,387 |
| Sutter | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tehama | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Trinity | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tulare | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tuolumne | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$82,603 | \$61,149 | \$26,248 |
| Ventura | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yolo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yuba | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$3,072,000 | \$1,444,000 | \$1,628,000 | \$0 | \$1,571,900 | \$763,800 | \$565,400 | \$242,700 |

DEPARTMENT OF SOCIAL SERVICES



October 7, 2004

COUNTY FISCAL LETTER (CFL) NO. 04/05-27

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS

SUBJECT: FISCAL YEAR (FY) 2004/05 IN HOME SUPPORT SERVICES (IHSS)
PROGRAM ADMINISTRATIVE ALLOCATION - SECOND REVISION

REFERENCE: CFL No. 04/05-22, dated September 20, 2004

The purpose of this letter is to provide counties with a revised allocation for the administrative costs associated with IHSS for FY 2004/05.

In CFL No. 04/05-22, the funds associated with the Supportive Individual Providers (SIP) were incorrectly distributed to all counties as opposed to just the Individual counties operating SIPs. Attachment II displays the SIP allocation which was distributed to SIP only counties on a percent to total basis of their FY 2003/04 allocation. These funds were added to the initial basic allocation.

Included in Attachment I is the redistribution of the \$7.4 million State General Fund (SGF) for the Quality Assurance (QA) premise. Originally, all QA funds were distributed based on a percent to total of paid IHSS cases. Per the request of the County Welfare Directors Association (CWDA), \$4.8 million in SGF was redistributed based on each county's proposed number of QA Social Workers multiplied by their FY 01/02 Unit Cost. The remaining \$2.6 million was distributed based on each county's paid IHSS cases.

Any questions concerning this allocation should be directed to fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

KATHY FARMER, Chief
Financial Management and Contracts Branch

Attachment
c: CWDA

| County | TOTAL Funds | NET IHSS ALLOCATION | | County Share | IHSS HR Usage Rate |
|-----------------|----------------------|----------------------|----------------------|---------------------|-----------------------|
| | | Federal Funds | State Share | | |
| Alameda | \$13,019,964 | \$6,428,967 | \$4,613,770 | \$1,977,227 | 49.27% |
| Alpine | \$483,619 | \$786,845 | \$216,042 | \$80,732 | 0.00% |
| Amador | \$366,565 | \$175,704 | \$141,879 | \$48,982 | 47.26% |
| Butte | \$2,300,461 | \$1,148,296 | \$813,428 | \$338,738 | 49.95% |
| Calaveras | \$397,797 | \$173,482 | \$163,245 | \$59,070 | 40.06% |
| Colusa | \$402,011 | \$176,168 | \$164,943 | \$58,905 | 41.31% |
| Contra Costa | \$6,636,043 | \$3,349,757 | \$2,304,776 | \$981,510 | 50.47% |
| Del Norte | \$309,522 | \$149,620 | \$120,195 | \$39,708 | 47.85% |
| El Dorado | \$841,061 | \$392,312 | \$322,170 | \$126,579 | 44.75% |
| Fresno | \$8,769,735 | \$3,910,429 | \$3,403,159 | \$1,456,147 | 44.16% |
| Glenn | \$663,617 | \$311,747 | \$254,396 | \$97,474 | 46.23% |
| Humboldt | \$1,703,904 | \$706,088 | \$705,705 | \$292,112 | 39.92% |
| Imperial | \$2,550,947 | \$981,336 | \$1,105,032 | \$464,579 | 36.94% |
| Inyo | \$382,256 | \$187,071 | \$144,928 | \$50,257 | 48.77% |
| Kern | \$4,125,507 | \$1,957,386 | \$1,523,423 | \$644,698 | 47.11% |
| Kings | \$871,233 | \$431,385 | \$315,726 | \$124,123 | 49.61% |
| Lake | \$1,010,266 | \$469,414 | \$386,212 | \$154,641 | 45.96% |
| Lassen | \$395,439 | \$192,800 | \$150,139 | \$52,500 | 48.65% |
| Los Angeles | \$96,166,835 | \$47,629,106 | \$33,912,511 | \$14,625,218 | 49.47% |
| Madera | \$920,143 | \$460,082 | \$335,453 | \$132,609 | 49.65% |
| Marin | \$2,084,409 | \$992,996 | \$771,322 | \$320,091 | 47.15% |
| Mariposa | \$1,087,817 | \$493,588 | \$424,023 | \$170,206 | 40.06% |
| Mendocino | \$2,575,378 | \$1,288,833 | \$907,695 | \$378,851 | 50.00% |
| Merced | \$1,863,964 | \$878,127 | \$697,242 | \$288,595 | 46.45% |
| Modoc | \$330,514 | \$136,723 | \$143,941 | \$49,851 | 36.07% |
| Mono | \$365,023 | \$150,118 | \$158,743 | \$56,162 | 31.69% |
| Monterey | \$3,125,180 | \$1,500,420 | \$1,143,951 | \$480,810 | 47.59% |
| Napa | \$796,685 | \$370,292 | \$306,531 | \$119,862 | 44.64% |
| Nevada | \$1,006,110 | \$495,231 | \$365,516 | \$145,364 | 49.14% |
| Orange | \$7,833,125 | \$3,512,780 | \$3,026,876 | \$1,293,470 | 44.39% |
| Placer | \$1,166,493 | \$574,595 | \$422,114 | \$169,785 | 49.13% |
| Plumas | \$551,797 | \$278,093 | \$199,841 | \$73,864 | 51.47% |
| Riverside | \$8,840,006 | \$4,215,082 | \$3,239,711 | \$1,385,213 | 47.46% |
| Sacramento | \$18,073,161 | \$9,011,873 | \$6,340,287 | \$2,721,002 | 49.77% |
| San Benito | \$466,920 | \$183,951 | \$206,259 | \$76,711 | 34.64% |
| San Bernardino | \$13,895,017 | \$6,923,699 | \$4,879,084 | \$2,092,235 | 49.76% |
| San Diego | \$13,497,680 | \$6,262,487 | \$5,062,739 | \$2,172,454 | 46.16% |
| San Francisco | \$14,651,291 | \$7,225,512 | \$5,196,932 | \$2,228,847 | 49.21% |
| San Joaquin | \$4,633,663 | \$2,234,747 | \$1,684,533 | \$714,383 | 47.99% |
| San Luis Obispo | \$1,948,774 | \$937,848 | \$715,049 | \$295,878 | 47.69% |
| San Mateo | \$2,813,384 | \$1,198,658 | \$1,136,881 | \$477,845 | 41.49% |
| Santa Barbara | \$2,258,195 | \$1,098,072 | \$819,119 | \$341,004 | 48.39% |
| Santa Clara | \$9,831,636 | \$4,893,151 | \$3,459,344 | \$1,479,141 | 49.68% |
| Santa Cruz | \$2,145,427 | \$1,083,167 | \$750,882 | \$311,379 | 50.56% |
| Shasta | \$1,826,595 | \$838,176 | \$699,052 | \$289,368 | 45.14% |
| Sierra | \$257,772 | \$121,956 | \$103,436 | \$32,380 | 44.14% |
| Slackyou | \$510,704 | \$219,401 | \$212,041 | \$79,262 | 40.34% |
| Solano | \$3,488,919 | \$1,742,308 | \$1,229,169 | \$517,443 | 49.88% |
| Sonoma | \$3,781,007 | \$1,887,919 | \$1,331,348 | \$561,741 | 49.88% |
| Stanislaus | \$4,538,430 | \$2,311,203 | \$1,564,892 | \$662,336 | 51.46% |
| Sutter | \$568,612 | \$246,327 | \$233,749 | \$88,537 | 38.55% |
| Tehama | \$723,245 | \$300,088 | \$304,059 | \$119,098 | 39.43% |
| Trinity | \$400,342 | \$164,075 | \$173,638 | \$62,630 | 35.62% |
| Tulare | \$1,895,557 | \$935,997 | \$678,870 | \$280,691 | 49.30% |
| Tuolumne | \$821,797 | \$401,503 | \$302,310 | \$117,985 | 48.80% |
| Ventura | \$2,986,172 | \$1,547,726 | \$1,013,677 | \$424,769 | 52.13% |
| Yolo | \$1,421,420 | \$696,572 | \$515,036 | \$209,813 | 48.81% |
| Yuba | \$945,755 | \$456,537 | \$350,378 | \$138,839 | 47.85% |
| Total | \$282,332,900 | \$137,229,800 | \$101,869,400 | \$43,233,700 | 48.48% |

| County | TOTAL Funds | IHSS BASIC | | |
|-----------------|---------------|---------------|--------------|--------------|
| | | Federal Funds | State Share | County Share |
| Alameda | \$12,210,790 | \$6,037,587 | \$4,315,810 | \$1,857,393 |
| Alpine | \$101,949 | \$0 | \$71,275 | \$30,674 |
| Amador | \$224,383 | \$105,362 | \$82,511 | \$35,510 |
| Butte | \$1,881,346 | \$942,041 | \$657,386 | \$282,919 |
| Calaveras | \$245,376 | \$96,636 | \$100,492 | \$48,248 |
| Columbia | \$246,920 | \$102,372 | \$101,056 | \$43,492 |
| Contra Costa | \$6,023,142 | \$3,058,590 | \$2,078,171 | \$894,381 |
| Del Norte | \$165,068 | \$79,304 | \$59,959 | \$25,805 |
| El Dorado | \$514,120 | \$230,930 | \$197,984 | \$85,206 |
| Fresno | \$8,123,636 | \$3,600,107 | \$3,162,490 | \$1,361,039 |
| Glenn | \$502,780 | \$233,299 | \$188,400 | \$81,081 |
| Humboldt | \$1,434,535 | \$574,705 | \$601,124 | \$258,706 |
| Imperial | \$2,235,253 | \$828,578 | \$983,435 | \$423,240 |
| Inyo | \$228,735 | \$111,973 | \$81,631 | \$35,131 |
| Kern | \$3,664,927 | \$1,732,595 | \$1,350,932 | \$581,400 |
| Kings | \$640,533 | \$318,837 | \$224,904 | \$96,792 |
| Lake | \$837,856 | \$386,421 | \$315,607 | \$135,828 |
| Lassen | \$130,007 | \$63,468 | \$46,519 | \$20,020 |
| Los Angeles | \$92,289,385 | \$45,816,955 | \$32,489,737 | \$13,982,693 |
| Madera | \$687,668 | \$342,654 | \$241,206 | \$103,808 |
| Marin | \$1,734,931 | \$820,972 | \$638,967 | \$274,992 |
| Mariposa | \$422,850 | \$169,955 | \$176,804 | \$76,091 |
| Mendocino | \$2,245,650 | \$1,126,842 | \$782,181 | \$336,627 |
| Merced | \$1,478,335 | \$689,173 | \$551,719 | \$237,443 |
| Modoc | \$194,352 | \$70,326 | \$86,709 | \$37,317 |
| Mono | \$169,021 | \$53,742 | \$80,594 | \$34,685 |
| Monterey | \$2,594,190 | \$1,238,940 | \$947,482 | \$407,768 |
| Napa | \$498,092 | \$223,074 | \$192,271 | \$82,747 |
| Nevada | \$819,001 | \$403,877 | \$290,221 | \$124,903 |
| Orange | \$7,210,198 | \$3,211,941 | \$2,795,261 | \$1,202,996 |
| Placer | \$866,036 | \$426,945 | \$306,977 | \$132,114 |
| Plumas | \$247,276 | \$127,685 | \$83,608 | \$35,983 |
| Riverside | \$8,170,635 | \$3,891,513 | \$2,991,620 | \$1,287,502 |
| Sacramento | \$17,152,931 | \$8,567,213 | \$6,002,447 | \$2,583,271 |
| San Benito | \$313,073 | \$108,856 | \$142,772 | \$61,445 |
| San Bernardino | \$13,164,892 | \$6,574,012 | \$4,607,816 | \$1,983,064 |
| San Diego | \$12,718,833 | \$5,891,822 | \$4,772,900 | \$2,054,111 |
| San Francisco | \$13,816,450 | \$6,823,146 | \$4,889,159 | \$2,104,145 |
| San Jacinto | \$4,099,211 | \$1,974,124 | \$1,485,691 | \$639,396 |
| San Luis Obispo | \$1,574,316 | \$753,389 | \$573,926 | \$247,001 |
| San Mateo | \$2,440,134 | \$1,015,990 | \$995,648 | \$428,496 |
| Santa Barbara | \$1,898,612 | \$921,973 | \$682,788 | \$293,851 |
| Santa Clara | \$9,085,537 | \$4,529,686 | \$3,185,087 | \$1,370,764 |
| Santa Cruz | \$1,809,451 | \$918,107 | \$623,156 | \$268,188 |
| Shasta | \$1,518,938 | \$688,050 | \$580,890 | \$249,998 |
| Sierra | \$93,901 | \$41,647 | \$36,532 | \$15,722 |
| Siskiyou | \$356,678 | \$144,393 | \$148,413 | \$63,872 |
| Solano | \$3,010,002 | \$1,506,653 | \$1,051,021 | \$452,328 |
| Sonoma | \$3,394,189 | \$1,699,053 | \$1,185,103 | \$510,033 |
| Stanislaus | \$3,434,325 | \$1,773,494 | \$1,161,120 | \$499,711 |
| Sutter | \$318,630 | \$123,320 | \$136,545 | \$58,765 |
| Tehama | \$564,634 | \$223,448 | \$238,530 | \$102,656 |
| Trinity | \$241,579 | \$86,412 | \$108,480 | \$46,687 |
| Tulare | \$1,504,894 | \$744,536 | \$531,581 | \$228,777 |
| Tuolumne | \$505,367 | \$247,514 | \$180,270 | \$77,583 |
| Ventura | \$2,532,522 | \$1,324,853 | \$844,306 | \$363,363 |
| Yolo | \$1,131,455 | \$554,256 | \$403,531 | \$173,668 |
| Yuba | \$713,471 | \$342,654 | \$259,245 | \$111,571 |
| Total | \$256,432,000 | \$124,692,000 | \$92,102,000 | \$39,638,000 |

| County | QUALITY ASSURANCE | | | | PCBP 3-MONTH RETROACTIVE PAYMENTS | | | |
|-----------------|---------------------|---------------------|--------------------|--------------------|-----------------------------------|-----------------|-----------------|-----------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$752,410 | \$364,584 | \$268,552 | \$119,264 | \$3,798 | \$1,899 | \$1,329 | \$570 |
| Alpine | \$158,504 | \$79,245 | \$55,479 | \$23,780 | \$200 | \$100 | \$70 | \$30 |
| Amador | \$89,016 | \$44,345 | \$31,229 | \$13,442 | \$200 | \$100 | \$70 | \$30 |
| Butte | \$361,262 | \$177,914 | \$127,652 | \$53,685 | \$888 | \$444 | \$311 | \$133 |
| Calaveras | \$104,253 | \$51,849 | \$36,614 | \$15,792 | \$200 | \$100 | \$70 | \$30 |
| Colusa | \$101,926 | \$50,799 | \$35,748 | \$15,379 | \$200 | \$100 | \$70 | \$30 |
| Contra Costa | \$558,073 | \$273,339 | \$197,884 | \$86,850 | \$1,862 | \$931 | \$652 | \$279 |
| Del Norte | \$91,289 | \$45,319 | \$32,097 | \$13,873 | \$200 | \$100 | \$70 | \$30 |
| El Dorado | \$273,775 | \$136,385 | \$96,047 | \$41,343 | \$200 | \$100 | \$70 | \$30 |
| Fresno | \$589,493 | \$283,605 | \$211,325 | \$94,562 | \$3,640 | \$1,820 | \$1,274 | \$546 |
| Glenn | \$107,671 | \$53,451 | \$37,857 | \$16,363 | \$200 | \$100 | \$70 | \$30 |
| Humboldt | \$215,843 | \$106,203 | \$76,316 | \$38,322 | \$561 | \$281 | \$196 | \$84 |
| Imperial | \$261,582 | \$127,288 | \$93,127 | \$41,167 | \$1,146 | \$573 | \$401 | \$172 |
| Inyo | \$100,355 | \$50,101 | \$35,158 | \$15,096 | \$200 | \$100 | \$70 | \$30 |
| Kern | \$406,334 | \$199,234 | \$143,974 | \$63,106 | \$1,280 | \$640 | \$448 | \$192 |
| Kings | \$177,337 | \$87,452 | \$62,614 | \$27,271 | \$398 | \$199 | \$139 | \$60 |
| Lake | \$118,913 | \$57,830 | \$42,350 | \$18,733 | \$532 | \$266 | \$186 | \$80 |
| Lassen | \$99,166 | \$49,380 | \$34,799 | \$14,987 | \$200 | \$100 | \$70 | \$30 |
| Los Angeles | \$3,783,668 | \$1,766,852 | \$1,380,415 | \$636,401 | \$40,816 | \$20,402 | \$14,290 | \$6,124 |
| Madera | \$187,110 | \$92,331 | \$66,038 | \$28,741 | \$400 | \$200 | \$140 | \$60 |
| Marin | \$296,143 | \$146,942 | \$104,157 | \$45,044 | \$369 | \$185 | \$129 | \$55 |
| Mariposa | \$110,801 | \$55,200 | \$38,870 | \$16,731 | \$200 | \$100 | \$70 | \$30 |
| Mendocino | \$276,342 | \$136,883 | \$97,298 | \$42,161 | \$421 | \$211 | \$147 | \$63 |
| Merced | \$331,920 | \$163,685 | \$117,194 | \$51,041 | \$743 | \$372 | \$260 | \$111 |
| Modoc | \$82,997 | \$41,400 | \$29,093 | \$12,504 | \$200 | \$100 | \$70 | \$30 |
| Mono | \$142,836 | \$71,379 | \$50,010 | \$21,447 | \$200 | \$100 | \$70 | \$30 |
| Monterey | \$477,231 | \$236,186 | \$168,122 | \$72,923 | \$794 | \$397 | \$278 | \$119 |
| Napa | \$245,427 | \$122,221 | \$86,121 | \$37,085 | \$200 | \$100 | \$70 | \$30 |
| Nevada | \$133,943 | \$66,356 | \$47,156 | \$20,431 | \$201 | \$101 | \$70 | \$30 |
| Orange | \$567,008 | \$274,465 | \$202,512 | \$90,031 | \$2,954 | \$1,477 | \$1,034 | \$443 |
| Placer | \$247,166 | \$122,590 | \$86,954 | \$37,522 | \$326 | \$163 | \$114 | \$49 |
| Plumas | \$251,356 | \$125,411 | \$88,094 | \$37,851 | \$200 | \$100 | \$70 | \$30 |
| Riverside | \$613,291 | \$297,115 | \$218,932 | \$97,244 | \$3,114 | \$1,557 | \$1,090 | \$467 |
| Sacramento | \$862,733 | \$417,497 | \$308,185 | \$137,051 | \$4,532 | \$2,266 | \$1,586 | \$680 |
| San Benito | \$100,682 | \$50,098 | \$35,348 | \$15,236 | \$200 | \$100 | \$70 | \$30 |
| San Bernardino | \$672,654 | \$322,537 | \$241,622 | \$108,495 | \$4,506 | \$2,253 | \$1,577 | \$676 |
| San Diego | \$720,269 | \$342,962 | \$259,806 | \$117,501 | \$5,612 | \$2,806 | \$1,964 | \$842 |
| San Francisco | \$777,474 | \$375,268 | \$278,164 | \$124,042 | \$4,401 | \$2,201 | \$1,540 | \$660 |
| San Joaquin | \$479,846 | \$234,906 | \$170,199 | \$74,741 | \$1,640 | \$820 | \$574 | \$246 |
| San Luis Obispo | \$321,106 | \$159,368 | \$112,919 | \$48,819 | \$387 | \$194 | \$135 | \$58 |
| San Mateo | \$319,509 | \$157,383 | \$112,893 | \$49,233 | \$775 | \$388 | \$271 | \$116 |
| Santa Barbara | \$305,928 | \$150,857 | \$108,021 | \$47,050 | \$689 | \$345 | \$241 | \$101 |
| Santa Clara | \$690,519 | \$337,261 | \$245,273 | \$107,985 | \$2,614 | \$1,307 | \$915 | \$392 |
| Santa Cruz | \$282,571 | \$139,943 | \$99,503 | \$43,125 | \$440 | \$220 | \$154 | \$66 |
| Shasta | \$254,000 | \$124,883 | \$89,851 | \$39,266 | \$692 | \$346 | \$242 | \$104 |
| Sierra | \$110,705 | \$55,312 | \$38,765 | \$16,628 | \$200 | \$100 | \$70 | \$30 |
| Starkville | \$100,860 | \$50,011 | \$35,489 | \$15,360 | \$200 | \$100 | \$70 | \$30 |
| Solano | \$425,226 | \$210,395 | \$149,825 | \$65,006 | \$726 | \$363 | \$254 | \$109 |
| Sonoma | \$332,886 | \$163,485 | \$117,838 | \$51,363 | \$967 | \$484 | \$338 | \$145 |
| Stanislaus | \$432,013 | \$211,945 | \$153,029 | \$67,039 | \$1,327 | \$664 | \$464 | \$199 |
| Sutter | \$196,817 | \$98,010 | \$69,065 | \$29,742 | \$200 | \$100 | \$70 | \$30 |
| Tahama | \$105,991 | \$53,066 | \$37,536 | \$16,389 | \$354 | \$177 | \$124 | \$53 |
| Trinity | \$105,598 | \$52,666 | \$37,019 | \$15,913 | \$200 | \$100 | \$70 | \$30 |
| Tulare | \$336,951 | \$166,190 | \$118,959 | \$51,802 | \$747 | \$374 | \$261 | \$112 |
| Tuolumne | \$93,265 | \$46,389 | \$32,752 | \$14,124 | \$200 | \$100 | \$70 | \$30 |
| Ventura | \$399,910 | \$197,589 | \$141,031 | \$61,290 | \$774 | \$387 | \$271 | \$116 |
| Yolo | \$236,646 | \$117,242 | \$83,312 | \$36,092 | \$354 | \$177 | \$124 | \$53 |
| Yuba | \$179,098 | \$88,876 | \$62,987 | \$27,235 | \$220 | \$110 | \$77 | \$33 |
| Total | \$21,157,000 | \$10,280,000 | \$7,539,000 | \$3,338,000 | \$100,000 | \$50,000 | \$35,000 | \$15,000 |

| County | ADVISORY COMMITTEE | | | | EMPLOYER OF RECORD | | | |
|-----------------|--------------------|--------------------|--------------------|--------------|--------------------|------------------|------------------|------------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Alpine | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$82,603 | \$61,149 | \$26,248 |
| Amador | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Butte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Calaveras | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Colusa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Contra Costa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Del Norte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| El Dorado | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Freano | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Glenn | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Humboldt | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Imperial | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Inyo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kern | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kings | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lake | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lassen | \$52,966 | \$24,897 | \$28,069 | \$0 | \$113,100 | \$54,955 | \$40,682 | \$17,463 |
| Los Angeles | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Madera | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Marin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mariposa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$501,000 | \$243,436 | \$180,210 | \$77,354 |
| Mendocino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Merced | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Modoc | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mono | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Monterey | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Napa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Nevada | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Orange | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Placer | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Plumas | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Riverside | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sacramento | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Benito | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Bernardino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Diego | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Francisco | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Joaquin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Luis Obispo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Mateo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Barbara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Clara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Cruz | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Shasta | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sierra | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Siskiyou | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Solano | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sonoma | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Stanislaus | \$52,966 | \$24,897 | \$28,069 | \$0 | \$617,800 | \$300,203 | \$222,210 | \$95,387 |
| Sutter | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tehama | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Trinity | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tulare | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tuolumne | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Ventura | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$82,603 | \$61,149 | \$26,248 |
| Yolo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yuba | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$3,072,000 | \$1,444,000 | \$1,628,000 | \$0 | \$1,571,900 | \$763,800 | \$565,400 | \$242,700 |

For Display Only

FY 04/05

STP

ALLOCATION

County Fed / State / Co

| | |
|-----------------|-------------|
| Alameda | \$0 |
| Alpine | \$0 |
| Amador | \$0 |
| Butte | \$0 |
| Calaveras | \$0 |
| Colusa | \$62,543 |
| Contra Costa | \$0 |
| Del Norte | \$0 |
| El Dorado | \$0 |
| Fresno | \$63,297 |
| Glenn | \$59,182 |
| Humboldt | \$363,584 |
| Imperial | \$297,700 |
| Inyo | \$0 |
| Kern | \$1,059,460 |
| Kings | \$40,045 |
| Lake | \$0 |
| Lassen | \$0 |
| Los Angeles | \$0 |
| Madera | \$0 |
| Marin | \$0 |
| Mariposa | \$0 |
| Mendocino | \$306,710 |
| Merced | \$0 |
| Modoc | \$0 |
| Mono | \$0 |
| Monterey | \$245,124 |
| Napa | \$66,016 |
| Nevada | \$0 |
| Orange | \$0 |
| Placer | \$0 |
| Plumas | \$0 |
| Riverdale | \$0 |
| Sacramento | \$921,139 |
| San Benito | \$0 |
| San Bernardino | \$2,391,785 |
| San Diego | \$0 |
| San Francisco | \$0 |
| San Joaquin | \$0 |
| San Luis Obispo | \$130,240 |
| San Mateo | \$51,533 |
| Santa Barbara | \$0 |
| Santa Clara | \$0 |
| Santa Cruz | \$0 |
| Shasta | \$56,380 |
| Sierra | \$0 |
| Siskiyou | \$0 |
| Solano | \$269,040 |
| Sonoma | \$256,985 |
| Stanislaus | \$253,960 |
| Stuarts | \$48,192 |
| Tahama | \$0 |
| Trinity | \$0 |
| Tulare | \$0 |
| Tuolumne | \$86,289 |
| Ventura | \$152,096 |
| Yolo | \$195,226 |
| Yuba | \$93,087 |
| Total | \$7,469,615 |

DEPARTMENT OF SOCIAL SERVICES

44 P Street, Sacramento, CA 95814



July 27, 2005

COUNTY FISCAL LETTER (CFL) NO. 05/06-10

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2005/06 IN-HOME SUPPORTIVE SERVICES (IHSS)
PROGRAM ADMINISTRATIVE ALLOCATION

The purpose of this letter is to provide counties with their FY 2005/06 IHSS allocations for the administrative costs associated with IHSS activities, nurses, and denials of assistance. A total of \$110 million in State General Fund (SGF) has been made available with the approval of the FY 2005/06 Budget Act.

The individual components within the IHSS Administrative Allocation and their allocation methodologies are as follows:

IHSS Basic

In consultation with the County Welfare Directors Association, it was agreed that small counties would receive the greater of either their calculated FY 2005/06 IHSS Basic allocation or their FY 04/05 IHSS Basic allocation.

The IHSS Basic allocation methodology uses the following factors:

- Each county's actual average monthly paid cases for the period of March 2004 through February 2005.
- Each county's FY 2001/02 actual IHSS unit cost.
- Each county's actual Title XIX usage rate based on expenditures for June 2004 through March 2005.
- Each county is guaranteed a minimum allocation of 100 percent of their prior four quarters of expenditures (June 2004 through March 2005).

The caseload information used in this allocation was obtained from the IHSS Case Management Information and Payrolling System (CMIPS) Management Statistics Summary Report. The allocation methodology assumes that each IHSS/Personal Care Services Program (PCSP) case takes 11.5 hours to process. The cases were multiplied by the 11.5 hour standard and then divided by 1,778 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Also displayed with the IHSS Basic allocation is the IHSS Health-Related (HR) usage rate that is applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP/Waiver and the Residual Program. The SGF share was calculated at 70 percent of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes (PC) 102 - IHSS-Skilled Professional Medical Personnel; PC 103 - IHSS-PCSP/Waiver; PC 104 - IHSS-Non HR/ Non PCSP/Non Waiver; and PC 330 - IHSS Fraud, on the County Expense Claim (CEC) will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only through PC 193 - State Use Only IHSS.

Attachment II displays the Supportive Individual Providers (SIP) allocation. Counties that operate with SIPs were allocated additional funds based on a percent to total of the SIP amount included in the FY 2004/05 allocation. These additional funds were added to the initial base allocation.

Quality Assurance

This premise reflects the cost of hiring County Quality Assurance (QA) staff that will conduct legally required county IHSS/PCSP quality assurance and program integrity functions and work with State staff on the following tasks: development of statewide assessment guidelines; social worker training on the IHSS/PCSP assessment process and other related projects with the goals of improving and streamlining the service needs assessment process and reducing the cost of the IHSS program. The \$11.6 million SGF share was distributed as follows: \$4.6 million in SGF was distributed based on each county's proposed number of QA Social Workers multiplied by their FY 01/02 Unit Cost. The remaining \$7 million was distributed based on each county's paid IHSS cases. PC 3003 captures costs associated with QA activities and is tracked against the total IHSS allocation.

IHSS Advisory Committee

This premise reflects the \$3 million in Federal and State funds that are available for continued operation of the county Advisory Committee. The \$1.6 million SGF share has been distributed equally to the participating counties and has been included in your total allocation. PC 023 captures costs associated with the IHSS Advisory Committees and is tracked against the total IHSS allocation. Please refer to CFL 00/01-48 dated December 22, 2000, for additional information related to IHSS Advisory Committee costs.

IHSS County Employer of Record

This premise reflects the cost of administrative activities necessary for counties to act as the employer of record for IHSS providers under Welfare and Institutions Code Section 12302.25. The estimated funding need for each of the participating counties was determined based on data received from the counties by the Department of Social Services Disability and Adult Programs Branch in conjunction with the Estimates Branch. This funding has been included in the total allocation for appropriate counties.

Any questions concerning this letter should be directed to fiscal.systems@dss.ca.gov.

Sincerely,
Original Document Signed By
Eric Fujii for:
GLORIA MERK
Deputy Director
Administration Division

Attachment
c. CWDA

| County | TOTAL Funds | NET IHSS ALLOCATION | | | IHSS HR Usage Rate |
|-----------------|---------------|---------------------|---------------|--------------|--------------------|
| | | Federal Funds | State Share | County Share | |
| Alameda | \$13,179,936 | \$6,446,981 | \$4,720,073 | \$2,012,882 | 48.36% |
| Alpine | \$490,756 | \$189,491 | \$219,282 | \$81,983 | 2.17% |
| Amador | \$971,545 | \$184,728 | \$139,170 | \$47,654 | 49.74% |
| Butte | \$2,427,985 | \$1,158,164 | \$897,049 | \$327,778 | 46.91% |
| Calaveras | \$441,228 | \$213,239 | \$167,866 | \$60,803 | 47.45% |
| Colusa | \$482,164 | \$236,785 | \$180,748 | \$65,232 | 48.64% |
| Contra Costa | \$6,895,660 | \$3,479,618 | \$2,398,954 | \$1,017,089 | 50.07% |
| Del Norte | \$356,434 | \$172,015 | \$137,490 | \$46,930 | 47.33% |
| El Dorado | \$836,530 | \$409,391 | \$307,360 | \$119,780 | 48.07% |
| Fresno | \$8,968,918 | \$3,797,198 | \$3,627,544 | \$1,544,177 | 41.03% |
| Glenn | \$697,644 | \$349,813 | \$251,843 | \$95,989 | 49.99% |
| Humboldt | \$2,182,215 | \$939,323 | \$878,196 | \$364,696 | 41.50% |
| Imperial | \$2,717,621 | \$1,075,447 | \$1,157,615 | \$484,560 | 37.25% |
| Inyo | \$355,877 | \$173,050 | \$136,376 | \$46,452 | 47.82% |
| Kern | \$4,208,180 | \$1,989,099 | \$1,561,333 | \$657,748 | 46.43% |
| Kings | \$1,020,232 | \$488,192 | \$380,758 | \$151,282 | 46.91% |
| Lake | \$1,043,522 | \$503,202 | \$386,547 | \$153,774 | 47.59% |
| Lassen | \$535,274 | \$251,862 | \$206,776 | \$76,637 | 44.73% |
| Los Angeles | \$106,569,534 | \$52,378,275 | \$37,930,725 | \$16,260,534 | 48.66% |
| Madera | \$949,046 | \$472,262 | \$342,092 | \$134,692 | 49.54% |
| Marin | \$2,258,290 | \$1,007,950 | \$883,416 | \$366,924 | 43.14% |
| Mariposa | \$1,057,736 | \$489,436 | \$406,179 | \$162,121 | 41.51% |
| Mendocino | \$2,482,785 | \$1,251,152 | \$870,323 | \$361,311 | 50.01% |
| Merced | \$1,895,481 | \$941,128 | \$676,290 | \$278,064 | 49.27% |
| Modoc | \$316,907 | \$148,866 | \$126,028 | \$42,013 | 45.00% |
| Mono | \$326,716 | \$158,754 | \$125,979 | \$41,984 | 47.14% |
| Monterey | \$3,051,992 | \$1,465,496 | \$1,118,657 | \$467,840 | 47.26% |
| Napa | \$1,035,027 | \$489,850 | \$389,956 | \$155,222 | 45.90% |
| Nevada | \$940,281 | \$456,267 | \$347,144 | \$136,871 | 47.85% |
| Orange | \$8,961,195 | \$4,071,405 | \$3,430,257 | \$1,459,534 | 44.49% |
| Placer | \$1,387,111 | \$701,934 | \$487,926 | \$197,252 | 50.48% |
| Plumas | \$423,215 | \$201,370 | \$163,684 | \$58,162 | 45.85% |
| Riverside | \$9,557,349 | \$4,610,567 | \$3,470,142 | \$1,476,640 | 47.62% |
| Sacramento | \$18,632,164 | \$9,318,953 | \$6,525,681 | \$2,787,530 | 49.54% |
| San Benito | \$469,547 | \$233,447 | \$173,656 | \$62,444 | 49.60% |
| San Bernardino | \$15,040,368 | \$7,575,487 | \$5,232,254 | \$2,232,628 | 49.55% |
| San Diego | \$15,564,589 | \$7,614,005 | \$5,572,153 | \$2,378,432 | 48.40% |
| San Francisco | \$15,743,293 | \$8,007,672 | \$5,421,721 | \$2,313,900 | 50.48% |
| San Joaquin | \$4,928,081 | \$2,421,067 | \$1,762,834 | \$744,181 | 48.59% |
| San Luis Obispo | \$2,382,976 | \$1,172,911 | \$855,236 | \$354,830 | 48.53% |
| San Mateo | \$3,352,379 | \$1,528,448 | \$1,284,803 | \$539,129 | 44.52% |
| Santa Barbara | \$2,252,787 | \$1,087,292 | \$824,048 | \$341,447 | 47.51% |
| Santa Clara | \$11,033,895 | \$5,381,596 | \$3,963,848 | \$1,688,451 | 48.19% |
| Santa Cruz | \$2,661,828 | \$1,365,132 | \$915,854 | \$380,843 | 51.05% |
| Shasta | \$1,965,317 | \$889,043 | \$761,608 | \$314,667 | 43.80% |
| Sierra | \$278,640 | \$133,577 | \$106,452 | \$33,611 | 47.94% |
| Slackyou | \$502,552 | \$243,629 | \$188,228 | \$68,696 | 48.36% |
| Solano | \$3,557,878 | \$1,793,626 | \$1,243,054 | \$521,198 | 50.04% |
| Sonoma | \$4,128,111 | \$2,031,092 | \$1,475,907 | \$621,112 | 48.66% |
| Stanislaus | \$4,495,476 | \$2,280,622 | \$1,558,367 | \$656,488 | 50.40% |
| Sutter | \$585,555 | \$262,948 | \$234,203 | \$88,404 | 40.74% |
| Tehama | \$749,048 | \$327,920 | \$303,135 | \$117,993 | 41.52% |
| Trinity | \$376,883 | \$167,375 | \$155,047 | \$54,461 | 40.45% |
| Tulare | \$2,019,975 | \$1,000,409 | \$721,935 | \$297,632 | 49.08% |
| Tuolumne | \$883,352 | \$410,151 | \$339,591 | \$133,610 | 44.57% |
| Ventura | \$2,884,314 | \$1,482,117 | \$989,684 | \$412,513 | 51.20% |
| Yolo | \$1,386,741 | \$693,058 | \$493,877 | \$199,807 | 49.66% |
| Yuba | \$1,045,860 | \$524,119 | \$373,548 | \$148,193 | 49.86% |
| Total | \$305,341,000 | \$148,850,000 | \$110,000,000 | \$46,491,000 | 48.23% |

| County | IHSS BASIC | | | |
|-----------------|----------------------|----------------------|---------------------|---------------------|
| | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$11,920,768 | \$5,834,219 | \$4,259,183 | \$1,827,366 |
| Alpine | \$108,713 | \$2,388 | \$74,403 | \$31,922 |
| Amador | \$223,875 | \$112,293 | \$77,522 | \$33,280 |
| Butte | \$2,008,634 | \$953,582 | \$738,293 | \$516,759 |
| Calaveras | \$275,610 | \$132,350 | \$100,249 | \$43,011 |
| Colusa | \$320,132 | \$157,583 | \$113,745 | \$48,802 |
| Contra Costa | \$6,065,552 | \$3,073,549 | \$2,093,713 | \$898,290 |
| Del Norte | \$200,707 | \$96,138 | \$73,174 | \$31,395 |
| El Dorado | \$489,687 | \$238,224 | \$175,966 | \$75,497 |
| Fresno | \$7,924,974 | \$3,290,723 | \$3,242,907 | \$1,391,342 |
| Glenn | \$521,806 | \$263,988 | \$180,413 | \$77,405 |
| Humboldt | \$1,850,099 | \$777,025 | \$750,905 | \$322,169 |
| Imperial | \$2,250,528 | \$848,405 | \$981,163 | \$420,960 |
| Inyo | \$199,357 | \$96,480 | \$71,990 | \$30,887 |
| Kern | \$3,593,476 | \$1,688,518 | \$1,333,032 | \$571,926 |
| Kings | \$740,251 | \$351,428 | \$272,087 | \$116,736 |
| Lake | \$812,113 | \$391,133 | \$294,589 | \$126,391 |
| Lassen | \$261,290 | \$118,281 | \$100,073 | \$42,936 |
| Los Angeles | \$97,661,399 | \$48,093,604 | \$34,686,048 | \$14,881,747 |
| Madara | \$662,603 | \$332,202 | \$231,205 | \$99,196 |
| Marin | \$1,861,816 | \$812,847 | \$734,037 | \$314,932 |
| Mariposa | \$384,819 | \$161,659 | \$156,161 | \$66,999 |
| Mendocino | \$2,109,647 | \$1,067,724 | \$729,106 | \$312,817 |
| Merced | \$1,515,739 | \$753,787 | \$531,791 | \$228,161 |
| Modoc | \$176,091 | \$80,194 | \$67,106 | \$28,791 |
| Mono | \$129,864 | \$61,954 | \$47,521 | \$20,389 |
| Monterey | \$2,568,099 | \$1,228,282 | \$937,563 | \$402,254 |
| Napa | \$716,047 | \$332,619 | \$268,311 | \$115,117 |
| Nevada | \$729,690 | \$353,356 | \$263,347 | \$112,987 |
| Orange | \$7,931,459 | \$3,571,147 | \$3,051,214 | \$1,309,098 |
| Placer | \$1,044,143 | \$533,422 | \$357,387 | \$153,334 |
| Plumas | \$230,538 | \$106,974 | \$86,466 | \$37,098 |
| Riverside | \$8,493,149 | \$4,093,082 | \$3,079,034 | \$1,321,033 |
| Sacramento | \$17,143,636 | \$8,595,105 | \$5,982,003 | \$2,566,528 |
| San Benito | \$305,335 | \$153,268 | \$106,412 | \$45,655 |
| San Bernardino | \$13,741,686 | \$6,946,527 | \$4,755,046 | \$2,040,113 |
| San Diego | \$14,077,291 | \$6,895,355 | \$5,025,701 | \$2,156,235 |
| San Francisco | \$14,350,887 | \$7,331,458 | \$4,911,984 | \$2,107,445 |
| San Joaquin | \$4,187,954 | \$2,059,402 | \$1,489,496 | \$639,056 |
| San Luis Obispo | \$1,960,379 | \$964,798 | \$696,677 | \$298,904 |
| San Mateo | \$2,897,078 | \$1,305,291 | \$1,113,884 | \$477,903 |
| Santa Barbara | \$1,814,638 | \$872,504 | \$659,277 | \$282,857 |
| Santa Clara | \$9,917,522 | \$4,836,735 | \$3,553,381 | \$1,525,406 |
| Santa Cruz | \$2,266,532 | \$1,170,991 | \$766,640 | \$328,921 |
| Shasta | \$1,571,869 | \$696,759 | \$612,375 | \$262,735 |
| Sierra | \$108,917 | \$52,843 | \$39,239 | \$16,835 |
| Siskiyou | \$332,814 | \$162,885 | \$118,911 | \$51,018 |
| Solano | \$2,991,968 | \$1,513,188 | \$1,033,406 | \$443,374 |
| Sonoma | \$3,617,089 | \$1,781,245 | \$1,284,668 | \$551,176 |
| Stanislaus | \$3,960,317 | \$2,020,007 | \$1,357,770 | \$582,540 |
| Butter | \$314,830 | \$129,805 | \$129,475 | \$55,550 |
| Tahama | \$555,046 | \$233,788 | \$224,807 | \$96,451 |
| Trinity | \$212,975 | \$87,185 | \$88,024 | \$37,766 |
| Tulare | \$1,545,639 | \$767,724 | \$544,361 | \$233,554 |
| Tuolumne | \$558,049 | \$251,713 | \$214,365 | \$91,971 |
| Ventura | \$2,455,792 | \$1,272,489 | \$828,040 | \$355,263 |
| Yolo | \$1,053,852 | \$529,638 | \$366,829 | \$157,385 |
| Yuba | \$789,013 | \$398,133 | \$273,525 | \$117,354 |
| Total | \$268,713,000 | \$131,042,000 | \$96,338,000 | \$41,333,000 |

| County | QUALITY ASSURANCE | | | | ADVISORY COMMITTEE | | | |
|-----------------|-------------------|---------------|--------------|--------------|--------------------|---------------|-------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$1,206,202 | \$387,865 | \$432,021 | \$185,516 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Alpine | \$159,077 | \$79,523 | \$55,688 | \$23,866 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Amador | \$98,508 | \$47,538 | \$33,579 | \$14,391 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Butte | \$366,386 | \$179,685 | \$130,687 | \$56,014 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Calaveras | \$112,652 | \$56,072 | \$39,648 | \$16,992 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Colusa | \$109,067 | \$54,303 | \$38,334 | \$16,430 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Contra Costa | \$777,143 | \$381,172 | \$277,172 | \$118,799 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Del Norte | \$102,762 | \$50,980 | \$36,247 | \$15,535 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| El Dorado | \$293,878 | \$146,270 | \$103,325 | \$44,283 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Fresno | \$990,979 | \$481,576 | \$356,568 | \$152,835 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Glenn | \$122,873 | \$60,928 | \$43,361 | \$18,584 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Humboldt | \$279,150 | \$137,401 | \$99,222 | \$42,527 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Imperial | \$414,128 | \$202,145 | \$148,383 | \$63,600 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Inyo | \$103,555 | \$51,673 | \$36,317 | \$15,565 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Kern | \$561,738 | \$275,684 | \$200,232 | \$85,822 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Kings | \$227,015 | \$111,867 | \$80,602 | \$34,546 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Lake | \$178,444 | \$87,172 | \$63,889 | \$27,383 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Lassen | \$107,969 | \$53,700 | \$37,988 | \$16,281 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Los Angeles | \$8,855,169 | \$4,259,774 | \$3,216,608 | \$1,378,787 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Madera | \$233,477 | \$115,163 | \$82,818 | \$35,496 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Marin | \$343,508 | \$170,206 | \$121,310 | \$51,992 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Mariposa | \$119,001 | \$59,230 | \$41,839 | \$17,932 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Mendocino | \$320,173 | \$158,531 | \$113,148 | \$48,494 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Merced | \$326,777 | \$160,444 | \$116,430 | \$49,903 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Modoc | \$87,850 | \$43,775 | \$30,853 | \$13,222 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Mono | \$143,887 | \$71,903 | \$50,389 | \$21,593 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Monterey | \$430,928 | \$212,317 | \$153,025 | \$65,586 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Napa | \$266,015 | \$132,334 | \$93,576 | \$40,105 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Nevada | \$157,626 | \$78,014 | \$55,728 | \$23,884 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Orange | \$976,771 | \$475,361 | \$350,974 | \$150,436 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Placer | \$290,003 | \$143,615 | \$102,470 | \$43,918 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Plumas | \$139,712 | \$69,499 | \$49,149 | \$21,064 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Riverside | \$1,011,234 | \$492,588 | \$363,039 | \$155,607 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Sacramento | \$1,435,562 | \$698,951 | \$515,609 | \$221,002 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Benito | \$111,246 | \$55,282 | \$39,175 | \$16,789 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Bernardino | \$1,245,717 | \$604,063 | \$449,139 | \$192,515 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Diego | \$1,434,333 | \$693,753 | \$518,383 | \$222,197 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Francisco | \$1,339,440 | \$651,317 | \$481,668 | \$206,455 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Joaquin | \$687,162 | \$336,708 | \$245,269 | \$105,123 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Luis Obispo | \$369,632 | \$183,216 | \$130,490 | \$55,926 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| San Mateo | \$402,336 | \$198,260 | \$142,850 | \$61,226 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Santa Barbara | \$385,183 | \$189,891 | \$136,702 | \$58,590 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Santa Clara | \$1,063,407 | \$519,964 | \$380,398 | \$163,045 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Santa Cruz | \$342,311 | \$169,244 | \$121,145 | \$51,922 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Shasta | \$340,483 | \$167,387 | \$121,164 | \$51,932 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Sierra | \$111,757 | \$55,837 | \$39,144 | \$16,776 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Siskiyou | \$116,773 | \$57,847 | \$41,248 | \$17,678 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Solano | \$512,944 | \$253,541 | \$181,579 | \$77,824 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Sonoma | \$458,056 | \$224,950 | \$163,170 | \$69,936 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Stanislaus | \$482,194 | \$235,718 | \$172,528 | \$73,948 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Sutter | \$217,759 | \$108,246 | \$76,659 | \$32,854 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Tehama | \$141,036 | \$69,235 | \$50,259 | \$21,522 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Trinity | \$110,942 | \$55,293 | \$38,954 | \$16,695 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Tulare | \$421,371 | \$207,788 | \$149,505 | \$64,078 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Tuolumne | \$102,337 | \$50,858 | \$36,035 | \$15,444 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Ventura | \$375,556 | \$184,731 | \$133,575 | \$57,250 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Yolo | \$279,924 | \$138,523 | \$98,979 | \$42,422 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Yuba | \$203,882 | \$101,089 | \$71,954 | \$30,839 | \$52,966 | \$24,897 | \$28,069 | \$0 |
| Total | \$32,602,000 | \$15,900,000 | \$11,691,000 | \$5,011,000 | \$3,072,000 | \$1,444,000 | \$1,628,000 | \$0 |

| County | EMPLOYER OF RECORD | | | |
|-----------------|--------------------|------------------|------------------|------------------|
| | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$0 | \$0 | \$0 | \$0 |
| Alpine | \$170,000 | \$82,683 | \$61,122 | \$26,195 |
| Amador | \$0 | \$0 | \$0 | \$0 |
| Butte | \$0 | \$0 | \$0 | \$0 |
| Calaveras | \$0 | \$0 | \$0 | \$0 |
| Colusa | \$0 | \$0 | \$0 | \$0 |
| Contra Costa | \$0 | \$0 | \$0 | \$0 |
| Del Norte | \$0 | \$0 | \$0 | \$0 |
| El Dorado | \$0 | \$0 | \$0 | \$0 |
| Fresno | \$0 | \$0 | \$0 | \$0 |
| Glenn | \$0 | \$0 | \$0 | \$0 |
| Humboldt | \$0 | \$0 | \$0 | \$0 |
| Imperial | \$0 | \$0 | \$0 | \$0 |
| Inyo | \$0 | \$0 | \$0 | \$0 |
| Kern | \$0 | \$0 | \$0 | \$0 |
| Kings | \$0 | \$0 | \$0 | \$0 |
| Lake | \$0 | \$0 | \$0 | \$0 |
| Lassen | \$113,050 | \$54,984 | \$40,646 | \$17,420 |
| Los Angeles | \$0 | \$0 | \$0 | \$0 |
| Madera | \$0 | \$0 | \$0 | \$0 |
| Marin | \$0 | \$0 | \$0 | \$0 |
| Mariposa | \$500,950 | \$243,650 | \$180,110 | \$77,190 |
| Mendocino | \$0 | \$0 | \$0 | \$0 |
| Merced | \$0 | \$0 | \$0 | \$0 |
| Modoc | \$0 | \$0 | \$0 | \$0 |
| Mono | \$0 | \$0 | \$0 | \$0 |
| Monterey | \$0 | \$0 | \$0 | \$0 |
| Napa | \$0 | \$0 | \$0 | \$0 |
| Nevada | \$0 | \$0 | \$0 | \$0 |
| Orange | \$0 | \$0 | \$0 | \$0 |
| Placer | \$0 | \$0 | \$0 | \$0 |
| Plumas | \$0 | \$0 | \$0 | \$0 |
| Riverside | \$0 | \$0 | \$0 | \$0 |
| Sacramento | \$0 | \$0 | \$0 | \$0 |
| San Benito | \$0 | \$0 | \$0 | \$0 |
| San Bernardino | \$0 | \$0 | \$0 | \$0 |
| San Diego | \$0 | \$0 | \$0 | \$0 |
| San Francisco | \$0 | \$0 | \$0 | \$0 |
| San Joaquin | \$0 | \$0 | \$0 | \$0 |
| San Luis Obispo | \$0 | \$0 | \$0 | \$0 |
| San Mateo | \$0 | \$0 | \$0 | \$0 |
| Santa Barbara | \$0 | \$0 | \$0 | \$0 |
| Santa Clara | \$0 | \$0 | \$0 | \$0 |
| Santa Cruz | \$0 | \$0 | \$0 | \$0 |
| Shasta | \$0 | \$0 | \$0 | \$0 |
| Sierra | \$0 | \$0 | \$0 | \$0 |
| Slackyou | \$0 | \$0 | \$0 | \$0 |
| Solano | \$0 | \$0 | \$0 | \$0 |
| Sonoma | \$0 | \$0 | \$0 | \$0 |
| Stanislaus | \$0 | \$0 | \$0 | \$0 |
| Sutter | \$0 | \$0 | \$0 | \$0 |
| Tehama | \$0 | \$0 | \$0 | \$0 |
| Trinity | \$0 | \$0 | \$0 | \$0 |
| Tulare | \$0 | \$0 | \$0 | \$0 |
| Tuolumne | \$170,000 | \$82,683 | \$61,122 | \$26,195 |
| Ventura | \$0 | \$0 | \$0 | \$0 |
| Yolo | \$0 | \$0 | \$0 | \$0 |
| Yuba | \$0 | \$0 | \$0 | \$0 |
| Total | \$954,000 | \$464,000 | \$343,000 | \$147,000 |

ATTACHMENT II

For Display Only

 FY 05/06
 SIP
 ALLOCATION
 Fed / State / Co

| County | |
|-----------------|-------------|
| Alameda | \$0 |
| Alpine | \$0 |
| Amador | \$0 |
| Butte | \$0 |
| Calaveras | \$0 |
| Colusa | \$65,431 |
| Contra Costa | \$0 |
| Del Norte | \$0 |
| El Dorado | \$0 |
| Fresno | \$66,219 |
| Glenn | \$61,914 |
| Humboldt | \$380,370 |
| Imperial | \$311,444 |
| Inyo | \$0 |
| Kern | \$1,108,373 |
| Kings | \$41,894 |
| Lake | \$0 |
| Lassen | \$0 |
| Los Angeles | \$0 |
| Madera | \$0 |
| Marin | \$0 |
| Mariposa | \$0 |
| Mendocino | \$320,870 |
| Merced | \$0 |
| Modoc | \$0 |
| Mono | \$0 |
| Monterey | \$256,440 |
| Napa | \$69,063 |
| Nevada | \$0 |
| Orange | \$0 |
| Placer | \$0 |
| Plumas | \$0 |
| Riverside | \$0 |
| Sacramento | \$963,665 |
| San Benito | \$0 |
| San Bernardino | \$2,502,206 |
| San Diego | \$0 |
| San Francisco | \$0 |
| San Joaquin | \$0 |
| San Luis Obispo | \$136,253 |
| San Mateo | \$53,912 |
| Santa Barbara | \$0 |
| Santa Clara | \$0 |
| Santa Cruz | \$0 |
| Shasta | \$58,983 |
| Sierra | \$0 |
| Siskiyou | \$0 |
| Solano | \$281,451 |
| Sonoma | \$268,849 |
| Stanislaus | \$265,685 |
| Sutter | \$50,419 |
| Tehama | \$0 |
| Trinity | \$0 |
| Tulare | \$0 |
| Tuolumne | \$90,273 |
| Ventura | \$159,118 |
| Yolo | \$204,239 |
| Yuba | \$97,385 |
| Total | \$7,814,466 |

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 7, 2006

COUNTY FISCAL LETTER (CFL) NO. 06/07-02

TO: ALL COUNTY WELFARE FISCAL OFFICERS
ALL COUNTY WELFARE DIRECTORSSUBJECT: FISCAL YEAR (FY) 2006/07 IN-HOME SUPPORTIVE SERVICES (IHSS)
PROGRAM ADMINISTRATIVE ALLOCATION

The purpose of this letter is to provide counties with the allocations for the administrative costs associated with IHSS activities, nurses, and denial of assistance. A total of \$111 million State General Fund (SGF) was made available with the approval of the FY 2006/07 Budget Act.

The individual components of the IHSS Administrative Allocation and the allocation methodologies are as follows:

IHSS Basic

In consultation with the County Welfare Directors Association (CWDA), it was determined that the FY 2006/07 IHSS Basic allocation would be based on each county's FY 2005/06 IHSS Basic total funds allocation. The additional appropriated funds above the FY 2005/06 level were then distributed based on a percent to statewide total basis to those counties with an increase in expenditures as compared to those expenditures used in calculating the FY 2005/06 IHSS Basic allocation. Expenditure data consisted of the most recent available four quarters (June 2005 - March 2006).

Also displayed with the IHSS Basic allocation is the IHSS Health-Related (HR) usage rate that is applied to the total program level to identify potential federal Title XIX funds for those activities in both the Personal Care Services Program (PCSP)/Waiver and the Residual Program. Each county's actual Title XIX usage rate was based on the most recent four quarters of expenditures. The SGF share was calculated at 70 percent of the nonfederal share of the program.

The state share of administrative costs for IHSS activities are claimed to the following Program Codes (POs): PC 102 - IHSS-Skilled Professional Medical Personnel, PC 103 - IHSS-PCSP/Waiver, PC 104 - IHSS-Non HR/ Non PCSP/Non Waiver, and PC 330 - IHSS Fraud on the County Expense Claim. Expenditures that exceed the state allocation will be transferred to county only through PC 193 - State Use Only IHSS.

Attachment II displays the Supportive Individual Providers (SIP) allocation. Counties that operate with SIPs were allocated additional funds based on a percent to total of the SIP amount included in the FY 2005/06 allocation. These additional funds were added to the initial base allocation.

Quality Assurance

This premise reflects the cost of hiring county Quality Assurance (QA) staff that will conduct legally required county IHSS/PCSP quality assurance and program integrity functions and work with state staff on the following tasks: development of statewide assessment guidelines; social worker training on the IHSS/PCSP assessment process and other related projects with the goals of improving and streamlining the service needs assessment process and reducing the cost of the IHSS program. The \$11.6 million SGF share was distributed as follows: \$4.6 million SGF was distributed based on each county's proposed number of QA Social Workers multiplied by their FY 2001/02 Unit Cost. The remaining \$7 million SGF was distributed based on each county's paid IHSS cases. PC 003 captures costs associated with QA activities and is tracked against the total IHSS allocation.

IHSS Advisory Committee

This premise reflects the federal and state funds that are available for continued operation of the county Advisory Committee. The \$1.6 million SGF share has been distributed equally to the participating counties and has been included in the total allocation. PC 023 captures costs associated with the IHSS Advisory Committees and is tracked against the total IHSS allocation. Please refer to CFL 00/01-48, dated December 22, 2000, for additional information related to IHSS Advisory Committee costs.

IHSS County Employer of Record

This premise reflects the cost of administrative activities necessary for counties to act as the employer of record for IHSS providers under Welfare and Institutions Code Section 12302.25. The estimated funding need for each of the participating counties was determined based on data received from the counties by the Department of Social Services Disability and Adult Programs Branch in conjunction with the Estimates and Research Services Branch. A total of \$121,000 SGF has been included in the allocation for appropriate counties.

PCSP Three-Month Retroactive Benefits

This premise reflects the estimated administrative costs associated with implementing a Medi-Cal rule that provides reimbursement for eligible IHSS Personal Care services rendered up to three months prior to the application. The \$238,000 SGF was distributed to counties based on the percent to total of their average monthly paid cases and has been included in the total allocation. Funds were adjusted to ensure a minimum allocation of \$1,000 and have been included in the total allocation.

Forms Requirement for Waiver

This premise reflects the estimated administrative costs associated with the implementation of a Medicaid (Medi-Cal) waiver and PCSP state plan amendment that allows IHSS Residual Program services to qualify for federal Title XIX funds. The \$681,000 SGF was distributed to counties based on the percent to total of their average monthly paid cases and has been included in the total allocation. Funds were adjusted to ensure a minimum allocation of \$500 and have been included in the total allocation.

Any questions regarding this letter should be directed to fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

ERIC FUJII

Deputy Director

Administration Division

Attachment

c: CWDA

| County | TOTAL Funds | NET IHSS ALLOCATION | | | IHSS HR Usage Rate |
|-----------------|---------------|---------------------|---------------|--------------|--------------------|
| | | Federal Funds | State Share | County Share | |
| Alameda | \$13,243,703 | \$6,590,546 | \$4,664,858 | \$1,988,299 | 49.66% |
| Alpine | \$492,346 | \$196,871 | \$215,189 | \$80,286 | 7.63% |
| Amador | \$378,143 | \$182,869 | \$145,097 | \$50,178 | 47.87% |
| Butte | \$2,613,087 | \$1,304,089 | \$924,582 | \$384,416 | 49.89% |
| Calaveras | \$450,359 | \$213,241 | \$174,384 | \$62,734 | 46.26% |
| Colusa | \$485,504 | \$239,644 | \$180,502 | \$65,358 | 49.39% |
| Contra Costa | \$7,049,358 | \$3,549,203 | \$2,458,134 | \$1,042,021 | 50.32% |
| Del Norte | \$358,461 | \$173,528 | \$137,859 | \$43,074 | 47.93% |
| El Dorado | \$852,717 | \$415,615 | \$314,358 | \$122,744 | 48.10% |
| Fresno | \$9,019,512 | \$4,243,952 | \$3,350,767 | \$1,424,793 | 46.63% |
| Glenn | \$696,482 | \$341,082 | \$257,167 | \$98,233 | 48.81% |
| Humboldt | \$2,194,527 | \$1,013,723 | \$834,853 | \$345,951 | 48.51% |
| Imperial | \$2,758,004 | \$1,117,034 | \$1,156,921 | \$484,049 | 38.47% |
| Inyo | \$362,658 | \$157,864 | \$151,760 | \$53,034 | 39.18% |
| Kern | \$4,248,845 | \$1,996,585 | \$1,584,754 | \$667,506 | 46.43% |
| Kings | \$1,041,567 | \$491,217 | \$393,613 | \$156,737 | 46.29% |
| Lake | \$1,045,353 | \$502,861 | \$388,109 | \$154,383 | 47.76% |
| Lassen | \$422,687 | \$193,291 | \$168,978 | \$60,418 | 43.61% |
| Los Angeles | \$108,089,937 | \$53,492,850 | \$38,219,948 | \$16,377,139 | 49.39% |
| Madera | \$964,408 | \$474,124 | \$351,574 | \$138,710 | 49.03% |
| Marin | \$2,301,793 | \$1,031,768 | \$897,302 | \$372,724 | 43.71% |
| Mariposa | \$563,343 | \$266,796 | \$215,976 | \$80,571 | 45.47% |
| Mendocino | \$2,546,354 | \$1,291,186 | \$886,901 | \$368,268 | 50.76% |
| Merced | \$2,055,229 | \$1,039,380 | \$719,416 | \$296,433 | 50.81% |
| Modoc | \$317,848 | \$132,615 | \$138,069 | \$47,164 | 35.89% |
| Mono | \$333,963 | \$164,554 | \$126,999 | \$42,411 | 49.22% |
| Monterey | \$3,294,569 | \$1,647,994 | \$1,160,853 | \$485,723 | 49.99% |
| Napa | \$1,058,937 | \$526,560 | \$381,037 | \$151,341 | 49.70% |
| Nevada | \$939,950 | \$466,808 | \$339,573 | \$133,569 | 49.67% |
| Orange | \$9,209,312 | \$4,094,576 | \$3,588,149 | \$1,526,588 | 43.68% |
| Placer | \$1,420,576 | \$708,967 | \$506,479 | \$205,130 | 49.94% |
| Plumas | \$444,144 | \$221,256 | \$164,428 | \$58,461 | 50.22% |
| Riverside | \$9,612,709 | \$4,549,060 | \$3,552,397 | \$1,511,252 | 46.93% |
| Sacramento | \$18,753,910 | \$9,707,210 | \$6,340,048 | \$2,706,653 | 51.82% |
| San Benito | \$481,879 | \$231,640 | \$183,568 | \$66,672 | 47.46% |
| San Bernardino | \$15,431,793 | \$7,747,893 | \$5,386,248 | \$2,297,652 | 50.15% |
| San Diego | \$15,841,729 | \$7,706,390 | \$5,702,211 | \$2,433,128 | 48.45% |
| San Francisco | \$15,853,845 | \$7,753,624 | \$5,677,628 | \$2,422,593 | 48.72% |
| San Joaquin | \$4,965,105 | \$2,449,560 | \$1,769,028 | \$746,518 | 49.19% |
| San Luis Obispo | \$2,386,568 | \$1,192,904 | \$843,859 | \$349,805 | 49.93% |
| San Mateo | \$3,433,454 | \$1,649,734 | \$1,256,824 | \$526,896 | 47.69% |
| Santa Barbara | \$2,298,043 | \$1,122,513 | \$831,171 | \$344,359 | 48.58% |
| Santa Clara | \$1,135,850 | \$5,143,310 | \$4,202,506 | \$1,790,034 | 45.66% |
| Santa Cruz | \$2,737,101 | \$1,396,777 | \$946,502 | \$393,822 | 51.15% |
| Shasta | \$1,973,011 | \$914,897 | \$748,991 | \$309,123 | 45.51% |
| Sierra | \$274,776 | \$134,660 | \$106,495 | \$33,621 | 48.80% |
| Siskiyou | \$526,796 | \$274,392 | \$185,126 | \$67,339 | 53.42% |
| Solano | \$3,727,447 | \$1,814,071 | \$1,347,575 | \$565,801 | 48.36% |
| Sonoma | \$4,219,294 | \$2,162,393 | \$1,443,822 | \$607,079 | 51.45% |
| Stanislaus | \$4,759,229 | \$2,456,190 | \$1,620,294 | \$682,745 | 51.82% |
| Sutter | \$520,009 | \$236,848 | \$206,610 | \$76,552 | 43.60% |
| Tehama | \$793,619 | \$384,061 | \$295,071 | \$114,888 | 48.11% |
| Trinity | \$385,372 | \$176,512 | \$154,607 | \$54,253 | 43.26% |
| Tulare | \$2,073,434 | \$1,074,223 | \$707,771 | \$291,440 | 52.38% |
| Tuolumne | \$917,657 | \$451,961 | \$334,320 | \$131,577 | 49.21% |
| Ventura | \$3,096,091 | \$1,568,392 | \$1,077,651 | \$450,048 | 50.37% |
| Yolo | \$1,443,353 | \$722,279 | \$513,101 | \$207,974 | 50.11% |
| Yuba | \$1,081,259 | \$538,943 | \$387,989 | \$154,327 | 49.87% |
| Total | \$309,971,000 | \$152,043,000 | \$111,020,000 | \$46,908,000 | 48.94% |

| County | IHSS BASIC | | | | QUALITY ASSURANCE | | | |
|-----------------|---------------|---------------|--------------|--------------|-------------------|---------------|--------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$11,920,768 | \$5,942,970 | \$4,183,687 | \$1,794,111 | \$1,174,425 | \$575,816 | \$419,030 | \$179,579 |
| Alpine | \$109,104 | \$8,358 | \$70,509 | \$30,237 | \$158,776 | \$79,381 | \$55,576 | \$23,819 |
| Amador | \$228,980 | \$110,041 | \$83,242 | \$35,697 | \$94,269 | \$46,985 | \$33,098 | \$14,186 |
| Butte | \$2,093,052 | \$1,048,302 | \$731,190 | \$313,560 | \$446,543 | \$228,823 | \$158,004 | \$67,716 |
| Calaveras | \$284,084 | \$131,930 | \$108,488 | \$45,666 | \$110,950 | \$53,237 | \$38,985 | \$16,708 |
| Colusa | \$323,129 | \$160,216 | \$114,018 | \$48,895 | \$107,447 | \$53,569 | \$37,715 | \$16,163 |
| Contra Costa | \$6,194,253 | \$3,129,121 | \$2,145,197 | \$919,935 | \$756,432 | \$372,976 | \$268,575 | \$115,101 |
| Del Norte | \$203,036 | \$97,694 | \$73,726 | \$31,616 | \$99,803 | \$49,635 | \$35,117 | \$15,051 |
| El Dorado | \$504,949 | \$243,829 | \$182,750 | \$78,370 | \$290,832 | \$144,942 | \$102,123 | \$43,767 |
| Fresno | \$7,952,668 | \$3,722,810 | \$2,960,355 | \$1,269,503 | \$930,845 | \$455,518 | \$332,732 | \$142,595 |
| Glenn | \$521,806 | \$255,688 | \$186,248 | \$79,870 | \$118,658 | \$59,000 | \$41,761 | \$17,897 |
| Humboldt | \$1,863,328 | \$851,312 | \$708,281 | \$303,735 | \$265,796 | \$131,414 | \$94,068 | \$40,314 |
| Imperial | \$2,250,528 | \$869,159 | \$966,780 | \$414,589 | \$421,304 | \$206,691 | \$150,230 | \$64,383 |
| Inyo | \$204,134 | \$80,293 | \$86,673 | \$37,168 | \$104,002 | \$51,911 | \$36,463 | \$15,628 |
| Kern | \$3,593,476 | \$1,674,966 | \$1,342,710 | \$575,800 | \$567,630 | \$279,667 | \$201,575 | \$86,388 |
| Kings | \$755,716 | \$351,187 | \$283,118 | \$121,411 | \$222,719 | \$110,147 | \$78,801 | \$33,771 |
| Lake | \$812,113 | \$389,379 | \$295,859 | \$126,875 | \$168,222 | \$82,674 | \$59,884 | \$25,664 |
| Lassen | \$261,290 | \$114,394 | \$102,808 | \$44,088 | \$106,221 | \$52,916 | \$37,313 | \$15,992 |
| Los Angeles | \$98,100,163 | \$48,640,884 | \$34,615,048 | \$14,844,231 | \$8,839,256 | \$4,288,713 | \$3,185,424 | \$1,365,119 |
| Madera | \$671,996 | \$330,767 | \$238,816 | \$102,413 | \$229,641 | \$113,651 | \$81,193 | \$34,797 |
| Mariposa | \$1,900,958 | \$834,154 | \$746,625 | \$320,179 | \$338,413 | \$168,079 | \$119,235 | \$51,099 |
| Mariposa | \$390,653 | \$182,246 | \$145,858 | \$62,549 | \$117,552 | \$58,588 | \$41,274 | \$17,690 |
| Mendocino | \$2,170,253 | \$1,105,922 | \$744,894 | \$319,437 | \$313,805 | \$155,790 | \$110,611 | \$47,404 |
| Merced | \$1,566,631 | \$799,114 | \$537,163 | \$230,354 | \$416,644 | \$206,056 | \$147,412 | \$63,176 |
| Modoc | \$176,091 | \$63,446 | \$78,837 | \$33,808 | \$87,130 | \$43,458 | \$30,570 | \$13,102 |
| Mono | \$135,868 | \$67,135 | \$48,104 | \$20,629 | \$143,630 | \$71,787 | \$50,291 | \$21,552 |
| Monterey | \$2,653,144 | \$1,331,486 | \$924,990 | \$396,668 | \$568,127 | \$281,638 | \$200,543 | \$85,946 |
| Napa | \$737,219 | \$367,829 | \$258,525 | \$110,865 | \$264,538 | \$131,767 | \$92,940 | \$39,831 |
| Nevada | \$729,690 | \$363,853 | \$256,039 | \$109,798 | \$152,717 | \$75,813 | \$53,833 | \$23,071 |
| Orange | \$8,088,835 | \$3,547,000 | \$3,178,698 | \$1,363,137 | \$981,514 | \$480,498 | \$350,714 | \$150,302 |
| Placer | \$1,058,118 | \$535,501 | \$372,763 | \$159,854 | \$290,361 | \$144,091 | \$102,390 | \$43,880 |
| Plumas | \$250,740 | \$126,413 | \$87,013 | \$37,314 | \$137,882 | \$68,692 | \$48,434 | \$20,756 |
| Riverside | \$8,493,149 | \$4,001,400 | \$3,143,645 | \$1,348,104 | \$984,795 | \$482,641 | \$351,512 | \$150,642 |
| Sacramento | \$1,717,737 | \$893,144 | \$5,765,952 | \$2,472,641 | \$1,409,361 | \$690,385 | \$503,288 | \$215,688 |
| San Benito | \$315,558 | \$150,348 | \$115,626 | \$49,584 | \$110,744 | \$55,114 | \$38,941 | \$16,689 |
| San Bernardino | \$14,062,744 | \$7,080,007 | \$4,887,015 | \$2,095,722 | \$1,199,215 | \$585,667 | \$429,488 | \$184,060 |
| San Diego | \$14,268,841 | \$6,940,251 | \$5,129,068 | \$2,199,522 | \$1,374,582 | \$669,954 | \$493,245 | \$211,383 |
| San Francisco | \$14,262,796 | \$7,024,881 | \$5,135,594 | \$2,202,321 | \$1,320,099 | \$645,976 | \$471,890 | \$202,233 |
| San Joaquin | \$4,199,286 | \$2,073,693 | \$1,487,639 | \$637,952 | \$670,465 | \$330,176 | \$238,204 | \$102,085 |
| San Luis Obispo | \$1,960,379 | \$982,640 | \$684,291 | \$293,448 | \$363,559 | \$180,627 | \$128,053 | \$54,879 |
| San Mateo | \$2,971,604 | \$1,425,563 | \$1,086,227 | \$465,812 | \$386,041 | \$191,011 | \$136,521 | \$58,509 |
| Santa Barbara | \$1,848,608 | \$901,561 | \$662,811 | \$284,236 | \$379,538 | \$187,750 | \$134,253 | \$57,535 |
| Santa Clara | \$9,917,522 | \$4,546,024 | \$3,759,356 | \$1,612,142 | \$1,085,450 | \$533,193 | \$386,583 | \$165,674 |
| Santa Cruz | \$2,328,806 | \$1,195,836 | \$792,933 | \$340,037 | \$342,744 | \$169,871 | \$121,012 | \$51,861 |
| Shasta | \$1,571,869 | \$718,151 | \$597,492 | \$256,226 | \$330,786 | \$163,319 | \$117,228 | \$50,239 |
| Sierra | \$1,089,917 | \$533,358 | \$38,884 | \$16,675 | \$111,393 | \$55,670 | \$39,007 | \$16,716 |
| Slackyou | \$356,341 | \$191,101 | \$115,647 | \$49,593 | \$114,124 | \$56,683 | \$40,209 | \$17,232 |
| Solano | \$3,130,434 | \$1,529,500 | \$1,134,445 | \$486,489 | \$505,806 | \$250,727 | \$178,556 | \$76,523 |
| Sonoma | \$3,678,488 | \$1,899,973 | \$1,244,731 | \$533,784 | \$455,466 | \$224,587 | \$161,617 | \$69,262 |
| Stanislaus | \$4,084,396 | \$2,124,799 | \$1,371,465 | \$588,132 | \$587,405 | \$289,591 | \$208,471 | \$89,343 |
| Sutter | \$1,147,664 | \$513,763 | \$369,933 | \$156,933 | \$125,374 | \$62,173 | \$44,241 | \$18,960 |
| Tehama | \$600,995 | \$290,267 | \$217,469 | \$93,259 | \$132,421 | \$65,347 | \$46,952 | \$20,122 |
| Trinity | \$219,520 | \$95,379 | \$86,933 | \$37,288 | \$110,923 | \$55,323 | \$38,920 | \$16,680 |
| Tulare | \$1,597,068 | \$839,810 | \$529,983 | \$227,275 | \$406,438 | \$201,196 | \$143,670 | \$61,572 |
| Tuolumne | \$590,919 | \$291,927 | \$209,256 | \$89,736 | \$101,359 | \$50,453 | \$35,634 | \$15,272 |
| Ventura | \$2,532,453 | \$1,290,747 | \$869,034 | \$372,672 | \$490,376 | \$242,891 | \$173,381 | \$74,304 |
| Yolo | \$1,103,024 | \$554,884 | \$383,627 | \$164,513 | \$278,173 | \$137,990 | \$98,128 | \$42,055 |
| Yuba | \$824,310 | \$412,689 | \$288,082 | \$123,539 | \$199,059 | \$98,942 | \$70,082 | \$30,035 |
| Total | \$271,380,000 | \$133,173,000 | \$96,727,000 | \$41,480,000 | \$32,602,000 | \$15,995,000 | \$11,625,000 | \$4,982,000 |

| County | ADVISORY COMMITTEE | | | | EMPLOYER OF RECORD | | | |
|-----------------|--------------------|---------------|-------------|--------------|--------------------|---------------|-------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Alpine | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$83,500 | \$60,500 | \$26,000 |
| Amador | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Butte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Calaveras | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Colusa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Contra Costa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Del Norte | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| El Dorado | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fresno | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Glenn | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Humboldt | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Imperial | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Inyo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kern | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Kings | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lake | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Lassen | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Los Angeles | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Madera | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Marin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mariposa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mendocino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Merced | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Modoc | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mono | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Monterey | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Napa | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Nevada | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Orange | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Placer | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Plumas | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Riverside | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sacramento | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Benito | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Bernardino | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Diego | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Francisco | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Joaquin | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Luis Obispo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| San Mateo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Barbara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Clara | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Santa Cruz | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Shasta | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sierra | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Siackyou | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Solano | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sonoma | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Stanislaus | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sutter | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tehama | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Trinity | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tulare | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tuolumne | \$52,966 | \$24,897 | \$28,069 | \$0 | \$170,000 | \$83,500 | \$60,500 | \$26,000 |
| Ventura | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yolo | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Yuba | \$52,966 | \$24,897 | \$28,069 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$3,072,000 | \$1,444,000 | \$1,628,000 | \$0 | \$340,000 | \$167,000 | \$121,000 | \$52,000 |

| County | PCSP 3-MONTH RETROACTIVE PAYMENTS | | | | FORMS REQUIREMENT FOR WAIVER | | | |
|-----------------|-----------------------------------|---------------|-------------|--------------|------------------------------|---------------|-------------|--------------|
| | TOTAL Funds | Federal Funds | State Share | County Share | TOTAL Funds | Federal Funds | State Share | County Share |
| Alameda | \$24,449 | \$11,986 | \$8,724 | \$3,739 | \$71,095 | \$34,877 | \$25,348 | \$10,870 |
| Alpine | \$1,000 | \$490 | \$357 | \$153 | \$500 | \$245 | \$178 | \$77 |
| Amador | \$1,000 | \$490 | \$357 | \$153 | \$929 | \$456 | \$331 | \$142 |
| Butte | \$3,253 | \$2,575 | \$1,874 | \$804 | \$15,273 | \$7,492 | \$5,445 | \$2,336 |
| Calaveras | \$1,000 | \$490 | \$357 | \$153 | \$1,359 | \$667 | \$485 | \$207 |
| Colusa | \$1,000 | \$490 | \$357 | \$153 | \$952 | \$472 | \$345 | \$147 |
| Contra Costa | \$11,891 | \$5,722 | \$4,172 | \$1,787 | \$33,996 | \$16,577 | \$12,121 | \$5,198 |
| Del Norte | \$1,000 | \$490 | \$357 | \$153 | \$1,656 | \$812 | \$590 | \$254 |
| El Dorado | \$1,016 | \$498 | \$363 | \$155 | \$2,954 | \$1,449 | \$1,053 | \$452 |
| Fresno | \$21,248 | \$10,417 | \$7,582 | \$3,249 | \$61,783 | \$30,310 | \$22,029 | \$9,446 |
| Glenn | \$1,000 | \$490 | \$357 | \$153 | \$2,052 | \$1,007 | \$732 | \$313 |
| Humboldt | \$3,183 | \$1,560 | \$1,136 | \$487 | \$9,254 | \$4,540 | \$3,299 | \$1,415 |
| Imperial | \$8,497 | \$4,166 | \$3,032 | \$1,299 | \$24,709 | \$12,121 | \$8,810 | \$3,778 |
| Inyo | \$1,000 | \$490 | \$357 | \$153 | \$556 | \$273 | \$198 | \$85 |
| Kern | \$8,898 | \$4,362 | \$3,175 | \$1,361 | \$25,875 | \$12,693 | \$9,225 | \$3,957 |
| Kings | \$2,601 | \$1,275 | \$928 | \$398 | \$7,565 | \$3,711 | \$2,697 | \$1,157 |
| Lake | \$3,084 | \$1,512 | \$1,100 | \$472 | \$8,968 | \$4,399 | \$3,197 | \$1,372 |
| Lassen | \$1,000 | \$490 | \$357 | \$153 | \$1,210 | \$594 | \$431 | \$185 |
| Los Angeles | \$280,856 | \$137,897 | \$100,210 | \$42,949 | \$816,696 | \$400,659 | \$291,197 | \$124,840 |
| Madera | \$2,509 | \$1,230 | \$893 | \$384 | \$7,296 | \$3,579 | \$2,601 | \$1,116 |
| Marin | \$2,420 | \$1,186 | \$864 | \$370 | \$7,037 | \$3,452 | \$2,509 | \$1,076 |
| Mariposa | \$1,000 | \$490 | \$357 | \$153 | \$1,172 | \$575 | \$418 | \$179 |
| Mendocino | \$2,388 | \$1,171 | \$852 | \$365 | \$6,943 | \$3,406 | \$2,475 | \$1,062 |
| Merced | \$4,859 | \$2,382 | \$1,734 | \$743 | \$14,129 | \$6,931 | \$5,038 | \$2,160 |
| Modoc | \$1,000 | \$490 | \$357 | \$153 | \$661 | \$324 | \$236 | \$101 |
| Monro | \$1,000 | \$490 | \$357 | \$153 | \$500 | \$245 | \$178 | \$77 |
| Monterey | \$5,203 | \$2,511 | \$1,857 | \$795 | \$15,130 | \$7,422 | \$5,394 | \$2,314 |
| Napa | \$1,079 | \$529 | \$385 | \$165 | \$3,136 | \$1,538 | \$1,118 | \$480 |
| Nevada | \$1,171 | \$574 | \$418 | \$179 | \$3,406 | \$1,671 | \$1,214 | \$521 |
| Orange | \$22,006 | \$10,788 | \$7,852 | \$3,366 | \$63,992 | \$31,393 | \$22,816 | \$9,783 |
| Placer | \$2,336 | \$1,145 | \$834 | \$357 | \$6,795 | \$3,333 | \$2,423 | \$1,039 |
| Plumas | \$1,000 | \$490 | \$357 | \$153 | \$1,557 | \$764 | \$555 | \$238 |
| Riverside | \$20,932 | \$10,262 | \$7,469 | \$3,201 | \$60,867 | \$29,860 | \$21,702 | \$9,305 |
| Sacramento | \$30,668 | \$15,035 | \$10,943 | \$4,690 | \$89,179 | \$43,749 | \$31,796 | \$13,634 |
| San Benito | \$1,000 | \$490 | \$357 | \$153 | \$1,612 | \$791 | \$575 | \$246 |
| San Bernardino | \$29,906 | \$14,661 | \$10,671 | \$4,574 | \$86,962 | \$42,661 | \$31,005 | \$13,296 |
| San Diego | \$37,191 | \$18,233 | \$13,270 | \$5,688 | \$108,149 | \$53,055 | \$38,559 | \$16,535 |
| San Francisco | \$30,191 | \$14,801 | \$10,773 | \$4,617 | \$87,793 | \$43,069 | \$31,302 | \$13,422 |
| San Joaquin | \$10,847 | \$5,318 | \$3,870 | \$1,659 | \$31,542 | \$15,474 | \$11,246 | \$4,822 |
| San Luis Obispo | \$2,473 | \$1,212 | \$882 | \$379 | \$7,191 | \$3,528 | \$2,564 | \$1,099 |
| San Mateo | \$4,310 | \$2,113 | \$1,538 | \$659 | \$12,533 | \$6,148 | \$4,469 | \$1,916 |
| Santa Barbara | \$4,332 | \$2,124 | \$1,546 | \$662 | \$12,599 | \$6,181 | \$4,492 | \$1,926 |
| Santa Clara | \$20,449 | \$10,025 | \$7,297 | \$3,127 | \$59,463 | \$29,171 | \$21,201 | \$9,091 |
| Santa Cruz | \$3,220 | \$1,579 | \$1,149 | \$492 | \$9,365 | \$4,594 | \$3,339 | \$1,432 |
| Shasta | \$4,450 | \$2,182 | \$1,588 | \$680 | \$12,940 | \$6,348 | \$4,614 | \$1,978 |
| Sierra | \$1,000 | \$490 | \$357 | \$153 | \$500 | \$245 | \$178 | \$77 |
| Siskiyou | \$1,000 | \$490 | \$357 | \$153 | \$2,366 | \$1,161 | \$844 | \$361 |
| Solano | \$4,668 | \$2,288 | \$1,666 | \$714 | \$13,573 | \$6,659 | \$4,839 | \$2,075 |
| Sonoma | \$6,749 | \$3,309 | \$2,408 | \$1,032 | \$19,625 | \$9,627 | \$6,997 | \$3,001 |
| Stanislaus | \$8,818 | \$4,323 | \$3,146 | \$1,349 | \$25,644 | \$12,580 | \$9,143 | \$3,921 |
| Sutter | \$1,103 | \$541 | \$394 | \$168 | \$3,207 | \$1,573 | \$1,143 | \$491 |
| Tehama | \$1,832 | \$898 | \$661 | \$283 | \$5,386 | \$2,642 | \$1,920 | \$824 |
| Trinity | \$1,000 | \$490 | \$357 | \$153 | \$863 | \$423 | \$308 | \$132 |
| Tulare | \$4,340 | \$2,128 | \$1,549 | \$663 | \$12,622 | \$6,192 | \$4,500 | \$1,930 |
| Tuolumne | \$1,000 | \$490 | \$357 | \$153 | \$1,414 | \$694 | \$504 | \$216 |
| Ventura | \$5,142 | \$2,521 | \$1,835 | \$786 | \$14,954 | \$7,336 | \$5,332 | \$2,286 |
| Yolo | \$2,352 | \$1,153 | \$839 | \$360 | \$6,839 | \$3,355 | \$2,438 | \$1,046 |
| Yuba | \$1,260 | \$618 | \$450 | \$192 | \$3,664 | \$1,797 | \$1,306 | \$561 |
| Total | \$667,000 | \$327,000 | \$238,000 | \$102,000 | \$1,910,000 | \$937,000 | \$681,000 | \$292,000 |

For Display Only

| County | FY 06/07 |
|-----------------|---------------------------------------|
| | SIP ALLOCATION Fed / State / Co |
| Alameda | \$0 |
| Alpine | \$0 |
| Amador | \$0 |
| Butte | \$0 |
| Calaveras | \$0 |
| Colusa | \$66,500 |
| Contra Costa | \$0 |
| Del Norte | \$0 |
| El Dorado | \$0 |
| Fresno | \$67,306 |
| Glenn | \$62,925 |
| Humboldt | \$386,580 |
| Imperial | \$316,528 |
| Inyo | \$0 |
| Kern | \$1,126,467 |
| Kings | \$42,578 |
| Lake | \$0 |
| Lassen | \$0 |
| Los Angeles | \$0 |
| Madera | \$0 |
| Marin | \$0 |
| Mariposa | \$0 |
| Mendocino | \$326,108 |
| Merced | \$0 |
| Modoc | \$0 |
| Mono | \$0 |
| Monterey | \$260,627 |
| Napa | \$70,190 |
| Nevada | \$0 |
| Orange | \$0 |
| Placer | \$0 |
| Plumas | \$0 |
| Riverside | \$0 |
| Sacramento | \$979,397 |
| San Benito | \$0 |
| San Bernardino | \$2,543,054 |
| San Diego | \$0 |
| San Francisco | \$0 |
| San Joaquin | \$0 |
| San Luis Obispo | \$138,477 |
| San Mateo | \$54,792 |
| Santa Barbara | \$0 |
| Santa Clara | \$0 |
| Santa Cruz | \$0 |
| Shasta | \$59,946 |
| Sierra | \$0 |
| Siskiyou | \$0 |
| Solano | \$286,055 |
| Sonoma | \$273,238 |
| Stanislaus | \$270,022 |
| Sutter | \$51,242 |
| Tehama | \$0 |
| Trinity | \$0 |
| Tulare | \$0 |
| Tuolumne | \$91,746 |
| Ventura | \$161,716 |
| Yolo | \$207,573 |
| Yuba | \$98,974 |
| Total | \$7,942,035 |

Original List Date: 7/6/2001
Last Updated: 7/7/2008
List Print Date: 06/20/2008
Claim Number: 00-TC-23
Issue: In Home Supportive Services II

Mailing Information: Draft Staff Analysis

Mailing List

TO ALL PARTIES AND INTERESTED PARTIES:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.2.)

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DRAFT PARAMETERS AND GUIDELINES

Welfare and Institutions Code Sections 12301.3, 12301.4 and 12302.25

Statutes 1999, Chapter 90

Statutes 2000, Chapter 445

In-Home Supportive Services II

00-TC-23

County of San Bernardino, Claimant

I. SUMMARY OF THE MANDATE

On April 16, 2007, the Commission on State Mandates (Commission) adopted a Statement of Decision finding that the test claim legislation imposes a partially reimbursable state-mandated program upon counties within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514. The Commission approved this test claim for the following reimbursable activities:

- Each county shall establish an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)¹ (July 12, 1999, until December 31, 2002.)
- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²
- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal

¹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

² As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4.)⁹

The Commission concludes that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee. The Commission further concludes that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

II. ELIGIBLE CLAIMANTS

Any county, and city and county, that incurs increased costs as a result of this reimbursable state-mandated program is eligible to claim reimbursement of those costs.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557, subdivision (e), states that a test claim shall be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The County of San Bernardino filed the test claim on June 29, 2001, establishing eligibility for 1999-2000.

However, the operative date of Statutes 1999, chapter 90 is July 12, 1999, therefore the reimbursement period for this test claim begins no earlier than July 12, 1999. In addition, Welfare and Institutions Code section 12302.25 mandates that the requirements be completed on or before January 1, 2003. Therefore, costs incurred pursuant to Welfare and Institutions Code section 12302.25 are reimbursable from July 12, 1999 through December 31, 2002.

Statutes 2000, chapter 445 has an operative date of September 14, 2000. Therefore, costs incurred pursuant to amendments to Welfare and Institutions Code section 12301.3 by Statutes 2000, chapter 445, are reimbursable no earlier than September 14, 2000.

Actual costs for one fiscal year shall be included in each claim. Estimated costs of the subsequent year may be included on the same claim, if applicable. Pursuant to Government Code section 17561, subdivision (d)(1)(A), all claims for reimbursement of initial fiscal year costs shall be submitted to the State Controller within 120 days of the issuance date for the claiming instructions.

If the total costs for a given fiscal year do not exceed \$1,000, no reimbursement shall be allowed except as otherwise allowed by Government Code section 17564.

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

A. One-time Activities

1. County

- a) Establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. (Reimbursement period is limited to July 12, 1999 through December 31, 2002.)
- b) Offering an individual provider employer option, for counties with an IHSS caseload of more than 500, upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. (Reimbursement period begins July 12, 1999.)

B. On-going Activities

1. Board of Supervisors

- a) Appointing an in-home supportive services advisory committee comprised of:
 - i. Not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Reimbursement period begins July 12, 1999.)
 - ii. In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services. (Reimbursement period begins September 14, 2000.)

assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)³

- Effective September 14, 2000, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁴

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁵
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁶
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁷
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁸
- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and

³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁴ As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁸ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

- iii. In counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services. (Reimbursement period begins September 14, 2000.)
- iv. A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Reimbursement period begins September 14, 2000.)
- b) Soliciting recommendations for qualified advisory committee members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Reimbursement period begins July 12, 1999.)
- c) Soliciting recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Reimbursement period is limited to July 12, 1999 through December 31, 2002.)
- d) Taking the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Reimbursement period begins July 12, 1999.)

2. Advisory Committee

- a) Submitting recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Reimbursement period begins July 12, 1999.)
- b) Providing ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Reimbursement period begins July 12, 1999.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

4. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1, Salaries and Benefits, for each applicable reimbursable activity.

B. Indirect Cost Rates

Indirect costs are costs that are incurred for a common or joint purpose, benefiting more than one program, and are not directly assignable to a particular department or program without efforts disproportionate to the result achieved. Indirect costs may include both (1) overhead costs of the unit performing the mandate; and (2) the costs of the central government services distributed to the other departments based on a systematic and rational basis through a cost allocation plan.

Compensation for indirect costs is eligible for reimbursement utilizing the procedure provided in the Office of Management and Budget (OMB) Circular A-87. Claimants have the option of using 10% of direct labor, excluding fringe benefits, or preparing an Indirect Cost Rate Proposal (ICRP) if the indirect cost rate claimed exceeds 10%.

If the claimant chooses to prepare an ICRP, both the direct costs (as defined and described in OMB Circular A-87 Attachments A and B) and the indirect costs shall exclude capital expenditures and unallowable costs (as defined and described in OMB Circular A-87 Attachments A and B). However, unallowable costs must be included in the direct costs if they represent activities to which indirect costs are properly allocable.

The distribution base may be (1) total direct costs (excluding capital expenditures and other distorting items, such as pass-through funds, major subcontracts, etc.), (2) direct salaries and wages, or (3) another base which results in an equitable distribution.

In calculating an ICRP, the claimant shall have the choice of one of the following methodologies:

1. The allocation of allowable indirect costs (as defined and described in OMB Circular A-87 Attachments A and B) shall be accomplished by (1) classifying a department's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate which is used to distribute indirect costs to mandates. The rate should be expressed as a percentage which the total amount allowable indirect costs bears to the base selected; or
2. The allocation of allowable indirect costs (as defined and described in OMB Circular A-87 Attachments A and B) shall be accomplished by (1) separating a department into groups, such as divisions or sections, and then classifying the division's or section's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate that is used to distribute indirect costs to mandates. The rate should be expressed as a percentage which the total amount allowable indirect costs bears to the base selected.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter¹⁰ is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

The Commission concludes that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement not later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission.

¹⁰ This refers to Title 2, division 4, part 7, chapter 4 of the Government Code.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.

COMMISSION ON STATE MANDATES**Exhibit B**

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SACRAMENTO, CA 95814
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FAX: (916) 446-0278
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July 1, 2008

Ms. Bonnie Ter Keurst
County of San Bernardino
Office of the Auditor/Controller-Recorder
San Bernardino, CA 92415-0018

And Interested Parties and Affected State Agencies (See Enclosed Mailing List)

RE: Draft Staff Analysis, Proposed Parameters and Guidelines, and Hearing Date
In Home Supportive Services II, 00-TC-23
Statutes of 2000, Chapter 445; Statutes of 1999, Chapter 90;
Statutes of 1991, Chapter 91
County of San Bernardino, Claimant

Dear Ms. Ter Keurst:

The draft staff analysis, and proposed parameters and guidelines for this program are enclosed for your review and comment.

Written Comments

Any party or interested person may file written comments on the draft staff analysis by **July 14, 2008**. You are advised that comments filed with the Commission are required to be simultaneously served on the other interested parties on the mailing list, and to be accompanied by a proof of service. (Cal. Code Regs., tit. 2, § 1181.2.) If you would like to request an extension of time to file comments, please refer to section 1183.01, subdivision (c)(1), of the Commission's regulations.

Hearing

This test claim is tentatively set for hearing on Friday, **August 1, 2008**, in Room 447, State Capitol, Sacramento, California. The final staff analysis will be issued on or about July 18, 2008. This matter is proposed for the Consent Calendar. Please let us know in advance if you or a representative of your agency will testify at the hearing, and if other witnesses will appear. If you would like to request postponement of the hearing, please refer to section 1183.01, subdivision (c)(2), of the Commission's regulations.

Special Accommodations

For any special accommodations such as a sign language interpreter, an assistive listening device, materials in an alternative format, or any other accommodations, please contact the Commission Office at least five to seven *working* days prior to the meeting.

Please contact me at (916) 323-8217 if you have questions.

Sincerely,



NANCY PATTON
Assistant Executive Director

Enclosures

J:\mandates\2000\00tc23\corres\psgdsatrans

MAILED: X FAXED: _____
DATE: 7/1/08 INITIAL: E.A
CHRON: X FILE: _____
WORKING BINDER: _____

ITEM ____

**DRAFT STAFF ANALYSIS
PROPOSED PARAMETERS AND GUIDELINES**

Welfare and Institutions Code Sections 12301.3, 12301.4 and 12302.25

Statutes 1999, Chapter 90
Statutes 2000, Chapter 445

In-Home Supportive Services II
00-TC-23

County of San Bernardino, Claimant

EXECUTIVE SUMMARY

The test claim statutes, in part, address the form in which in-home supportive services care providers are employed, referred to as the "mode of service," including requiring that all counties establish an employer of record for IHSS providers, other than the recipient of the services. The test claim statutes also provide that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

On April 16, 2007, the Commission on State Mandates (Commission) adopted a Statement of Decision finding that the test claim legislation imposes a partially reimbursable state-mandated program upon counties within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514. Commission staff issued the Statement of Decision and draft parameters and guidelines on June 6, 2007. The proposed reimbursable activities were limited to those approved in the Statement of Decision. No comments were filed on the draft.

For the attached proposed parameters and guidelines, staff made some minor changes to the original draft. Additional background was added to Section I, Summary of the Mandate, language regarding the filing of estimated claims was deleted, and Section VII, Offsetting Revenues and Reimbursements, was revised to clarify the Commission's finding regarding offsets for this test claim. No other changes were made.

Staff Recommendation

Staff recommends that the Commission adopt the proposed parameters and guidelines, as modified by staff, beginning on page 7. Staff also recommends that the Commission authorize staff to make any non-substantive, technical corrections to the parameters and guidelines following the hearing.

STAFF ANALYSIS

Claimant

County of San Bernardino

Chronology

- 04/16/07 Commission adopts Statement of Decision partially approving test claim
- 06/06/07 Commission staff issues draft parameters and guidelines with the Statement of Decision, and requests comments from the parties
- 07/03/07 DSS requests reconsideration of the Statement of Decision
- 07/13/07 Commission staff issues staff analysis and proposed Statement of Decision on the request for reconsideration
- 07/26/07 Commission denies the request for reconsideration
- 07/31/07 Commission staff issues Statement of Decision on the request for reconsideration and clarifies that the parameters and guidelines phase proceeds
- 06/27/08 Commission staff issues draft staff analysis and modified proposed parameters and guidelines

Summary of the Mandate

The test claim statutes, in part, address the form in which in-home supportive services care providers are employed, referred to as the "mode of service," including requiring that all counties establish an employer of record for IHSS providers, other than the recipient of the services. The test claim statutes also provide that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

On April 16, 2007, the Commission on State Mandates (Commission) adopted a Statement of Decision finding that the test claim legislation imposes a partially reimbursable state-mandated program upon counties within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514. The Commission approved this test claim for the following reimbursable activities:

- Each county shall establish an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated depending on the mode of service adopted, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)¹ (July 12, 1999, until December 31, 2002.)
- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers.

¹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²

- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)³
- Effective September 14, 2000, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁴

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁵
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁶
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁷

² As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁴ As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁸
- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4.)⁹

The Commission also concluded that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee. The Commission further concluded that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

Discussion

Commission staff issued the Statement of Decision and draft parameters and guidelines on June 6, 2007.¹⁰ The proposed reimbursable activities were limited to those approved in the Statement of Decision. No comments were filed on the draft.

For the attached proposed parameters and guidelines, staff made some minor changes to the original draft as described below.

Summary of the Mandate

Additional background was added to Section I, Summary of the Mandate.

Period of Reimbursement

Language regarding estimated claims in this section of the parameters and guidelines has also been stricken in the proposed parameters and guidelines. On February 16, 2008, Statutes 2008, chapter 6 (ABX3 8) became effective and repealed the authority for eligible claimants to file and be paid for estimated reimbursement claims.

Offsetting Revenues and Reimbursements

Staff revised Section VII, Offsetting Revenues and Reimbursements, to clarify the Commission's finding regarding offsets for this test claim. The Commission's Statement of Decision states the following regarding offsetting reimbursements:

However, DOF specifically argues that the claimant has been provided with funding for the advisory committee activities and that Government Code

⁸ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

¹⁰ Exhibit A.

section 17556, subdivision (e) applies to deny a mandate finding.¹¹ In the response to comments filed September 9, 2002, page 5, the claimant asserts that of the \$11,944 already claimed for the advisory committee expenses "[t]he costs for the Advisory Committee alone have exceeded several times the allotment actually paid by the Department of Social Services."

While state funds already provided must be used to offset any mandate reimbursement claimed, the claimant has provided a declaration that their administrative costs of forming and operating the advisory committee are not being fully reimbursed. To further support this claim, the claimant provided a copy of DSS claiming instructions for the January- March 2001 quarter, which allowed for 100 percent of "IHSS Advisory Committee/Direct Costs," retroactive to July 2000, but required claims for reimbursement of county administrative costs "for supporting the IHSS Advisory Committee," be charged separately under the standard claiming instructions for IHSS. Specifically the document states:

Costs incurred by the County Welfare Department (CWD) for supporting the IHSS Advisory Committee are not allowable for reimbursement under these codes. Any CWD costs for providing support activities for the IHSS Advisory Committee should be charged to the appropriate IHSS/PCSP claim codes on the County Expense Claim (CEC).¹²

This requires a county share of costs as required by Welfare and Institutions Code section 12306.¹³ Section 12306 requires that the state and county share non-federal administrative costs of IHSS in a 65 percent state/35 percent county split. Requiring the claimant to maintain this share of costs for a mandated new program or higher level of service would defeat the stated purpose of article XIII B, section 6 to "provide a subvention of funds to reimburse that local government for the costs of the program or increased level of service."

Various DSS County Fiscal Letters show that funds have been allocated for reimbursing counties for the direct costs of the mandatory advisory committee on an annual basis since July 2000.¹⁴ However, the reimbursement period for this test claim begins on the operative date of Statutes 1999, chapter 90--July 12,

¹¹ DOF Comments, page 1, filed March 6, 2002. DOF's March 28, 2007 comments also include a chart showing funds appropriated for the "IHSS Advisory Committee" through 2005-06.

¹² County Fiscal Letter (CFL) No. 00/01-48, page 3, issued December 22, 2000, by DSS. (Also, Exh. 2 to Claimant's Response to Comments.)

¹³ Claimant Response to Comments, page 5, filed September 9, 2002.

¹⁴ DSS CFL, Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02.

1999. In addition, the state could also fail to allocate such funds in any future budget year.¹⁵

Section VII of the proposed parameters and guidelines identifies Welfare and Institutions Code section 12301.4, subdivision (b), which provides that each county shall be eligible to receive state reimbursements of administrative costs for one IHSS advisory committee, and the county fiscal letters issued by the Department of Social Services showing the funds that have been allocated to specified counties for the direct costs of the advisory committee from July 2000 through July 2006. Section VII states the following:

Any offsets the claimant experiences in the same program as a result of the same statutes or executive orders found to contain the mandate shall be deducted from the costs claimed. In addition, reimbursement for this mandate from any source, including but not limited to service fees collected; and federal and state funds, including funds allocated for the direct costs of the IHSS advisory committee pursuant to Welfare and Institutions Code section 12301.4, subdivision (b), county fiscal letters issued by the Department of Social Services allocating state and federal funds for the IHSS advisory committee (DSS CFL Nos. Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02), and future allocations of state and federal funds for the IHSS advisory committee shall be identified and deducted from this claim.

Staff Recommendation

Staff recommends that the Commission adopt the proposed parameters and guidelines, as modified by staff, beginning on page 9. Staff also recommends that the Commission authorize staff to make any non-substantive, technical corrections to the parameters and guidelines following the hearing.

¹⁵ In *Carmel Valley Fire Protection Dist. v. State* (2001) 25 Cal.4th 287, 299, the Court discussed that, subject only to the Governor's veto power, the Legislature has the power to determine how funds are expended in each annual budget: "Legislative determinations relating to expenditures in other respects are binding upon the executive: 'The executive branch, in expending public funds, may not disregard legislatively prescribed directives and limits pertaining to the use of such funds.'"

PROPOSED PARAMETERS AND GUIDELINES

Welfare and Institutions Code Sections 12301.3, 12301.4 and 12302.25

Statutes 1999, Chapter 90
Statutes 2000, Chapter 445

In-Home Supportive Services II 00-TC-23

County of San Bernardino, Claimant

I. SUMMARY OF THE MANDATE

The test claim statutes, in part, address the form in which in-home supportive services care providers are employed, referred to as the "mode of service," including requiring that all counties establish an employer of record for IHSS providers, other than the recipient of the services. The test claim statutes also provide that "[e]ach county shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals."

On April 16, 2007, the Commission on State Mandates (Commission) adopted a Statement of Decision finding that the test claim legislation imposes a partially reimbursable state-mandated program upon counties within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514. The Commission approved this test claim for the following reimbursable activities:

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- Counties with an IHSS caseload of more than 500 shall be required to offer an individual provider employer option upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. It does not include mandate reimbursement for any increased wages or benefits that may be negotiated, or any activities related to collective bargaining. (Welf. & Inst. Code, § 12302.25, subd. (a).)²

¹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

² As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999).

- Each county that does not qualify for the exception provided in section 12301.3, subdivision (d), shall appoint an in-home supportive services advisory committee that shall be comprised of not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Welf. & Inst. Code, §§ 12301.3, subd. (a), 12302.25, subd. (d).)³
- Effective September 14, 2000, counties shall appoint membership of the advisory committee in compliance with Welfare and Institutions Code section 12301.3, subdivision (a)(1) and (a)(4):

In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services; in counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services.

A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Welf. & Inst. Code, § 12301.3, subd. (a).)⁴

- Prior to the appointment of members to a committee required by section 12301.3, subdivision (a), the county board of supervisors shall solicit recommendations for qualified members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Welf. & Inst. Code, § 12301.3, subd. (b).)⁵
- The county shall solicit recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12302.25, subd. (d).)⁶
- The advisory committee shall submit recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Welf. & Inst. Code, § 12301.3, subd. (c).)⁷
- Each county shall take into account the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior

³ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁴ As amended by Statutes 2000, chapter 445 (oper. Sept. 14, 2000.)

⁵ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁶ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁷ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

to making policy and funding decisions about IHSS on an ongoing basis. (Welf. & Inst. Code, § 12302.25, subd. (e).)⁸

- One advisory committee formed pursuant to sections 12301.3 or 12301.6, shall provide ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Welf. & Inst. Code, § 12301.4.)⁹

The Commission concludes that all claims for reimbursement for the approved activities must be offset by any funds already received from state or federal sources, including funds allocated for the direct costs of the advisory committee. The Commission further concludes that Government Code section 16262.5, and Welfare and Institutions Code sections 12301.6, 12301.8, 12302.7, 12303.4, 12306.1, 14132.95, 17600 and 17600.110, as pled, along with any other test claim statutes and allegations not specifically approved above, do not impose a program, or a new program or higher level of service, subject to article XIII B, section 6.

II. ELIGIBLE CLAIMANTS

Any county, and city and county, that incurs increased costs as a result of this reimbursable state-mandated program is eligible to claim reimbursement of those costs.

III. PERIOD OF REIMBURSEMENT

Government Code section 17557, subdivision (e), states that a test claim shall be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The County of San Bernardino filed the test claim on June 29, 2001, establishing eligibility for 1999-2000.

However, the operative date of Statutes 1999, chapter 90 is July 12, 1999; therefore the reimbursement period for this test claim begins no earlier than July 12, 1999. In addition, Welfare and Institutions Code section 12302.25 mandates that the requirements be completed on or before January 1, 2003. Therefore, costs incurred pursuant to Welfare and Institutions Code section 12302.25 are reimbursable from July 12, 1999 through December 31, 2002.

Statutes 2000, chapter 445 has an operative date of September 14, 2000. Therefore, costs incurred pursuant to amendments to Welfare and Institutions Code section 12301.3 by Statutes 2000, chapter 445, are reimbursable no earlier than September 14, 2000.

Actual costs for one fiscal year shall be included in each claim. ~~Estimated costs of the subsequent year may be included on the same claim, if applicable.~~ Pursuant to Government Code section 17561, subdivision (d)(1)(A), all claims for reimbursement of initial fiscal year costs shall be submitted to the State Controller within 120 days of the issuance date for the claiming instructions.

If the total costs for a given fiscal year do not exceed \$1,000, no reimbursement shall be allowed except as otherwise allowed by Government Code section 17564.

⁸ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

⁹ As added by Statutes 1999, chapter 90 (oper. Jul. 12, 1999.)

IV. REIMBURSABLE ACTIVITIES

To be eligible for mandated cost reimbursement for any fiscal year, only actual costs may be claimed. Actual costs are those costs actually incurred to implement the mandated activities. Actual costs must be traceable and supported by source documents that show the validity of such costs, when they were incurred, and their relationship to the reimbursable activities. A source document is a document created at or near the same time the actual cost was incurred for the event or activity in question. Source documents may include, but are not limited to, employee time records or time logs, sign-in sheets, invoices, and receipts.

Evidence corroborating the source documents may include, but is not limited to, worksheets, cost allocation reports (system generated), purchase orders, contracts, agendas, training packets, and declarations. Declarations must include a certification or declaration stating, "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct," and must further comply with the requirements of Code of Civil Procedure section 2015.5. Evidence corroborating the source documents may include data relevant to the reimbursable activities otherwise in compliance with local, state, and federal government requirements. However, corroborating documents cannot be substituted for source documents.

The claimant is only allowed to claim and be reimbursed for increased costs for reimbursable activities identified below. Increased cost is limited to the cost of an activity that the claimant is required to incur as a result of the mandate.

For each eligible claimant, the following activities are reimbursable:

A. One-time Activities

1. County
 - a) Establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record through a public authority, nonprofit consortium, contract, county administration of the individual provider mode, county civil service personnel, or mixed modes of service. (Reimbursement period is limited to July 12, 1999 through December 31, 2002.)
 - b) Offering an individual provider employer option, for counties with an IHSS caseload of more than 500, upon request of a recipient, and in addition to a county's selected method of establishing an employer for in-home supportive service providers. This activity is limited to the administrative costs of establishing an employer of record in the individual provider mode, upon request. (Reimbursement period begins July 12, 1999.)

B. On-going Activities

1. Board of Supervisors
 - a) Appointing an in-home supportive services advisory committee comprised of:
 - i. Not more than 11 individuals, with membership as required by section 12301.3, subdivision (a): "No less than 50 percent of the

membership of the advisory committee shall be individuals who are current or past users of personal assistance services paid for through public or private funds or as recipients of services under this article." (Reimbursement period begins July 12, 1999.)

- ii. In counties with fewer than 500 IHSS recipients, at least one member of the advisory committee shall be a current or former provider of in-home supportive services. (Reimbursement period begins September 14, 2000.)
- iii. In counties with 500 or more IHSS recipients, at least two members of the advisory committee shall be a current or former provider of in-home supportive services. (Reimbursement period begins September 14, 2000.)
- iv. A county board of supervisors shall not appoint more than one county employee as a member of the advisory committee. (Reimbursement period begins September 14, 2000.)
- b) Soliciting recommendations for qualified advisory committee members through a fair and open process that includes the provision of reasonable written notice to, and reasonable response time by, members of the general public and interested persons and organizations. (Reimbursement period begins July 12, 1999.)
- c) Soliciting recommendations from the advisory committee on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Reimbursement period is limited to July 12, 1999 through December 31, 2002.)
- d) Taking the advice and recommendations of the in-home supportive services advisory committee, as established pursuant to Section 12301.3, prior to making policy and funding decisions about IHSS on an ongoing basis. (Reimbursement period begins July 12, 1999.)

2. Advisory Committee

- a) Submitting recommendations to the county board of supervisors on the preferred mode or modes of service to be utilized in the county for in-home supportive services. (Reimbursement period begins July 12, 1999.)
- b) Providing ongoing advice and recommendations regarding in-home supportive services to the county board of supervisors, any administrative body in the county that is related to the delivery and administration of in-home supportive services, and the governing body and administrative agency of the public authority, nonprofit consortium, contractor, and public employees. (Reimbursement period begins July 12, 1999.)

V. CLAIM PREPARATION AND SUBMISSION

Each of the following cost elements must be identified for each reimbursable activity identified in Section IV, Reimbursable Activities, of this document. Each claimed reimbursable cost must be supported by source documentation as described in Section IV. Additionally, each reimbursement claim must be filed in a timely manner.

A. Direct Cost Reporting

Direct costs are those costs incurred specifically for the reimbursable activities. The following direct costs are eligible for reimbursement.

1. Salaries and Benefits

Report each employee implementing the reimbursable activities by name, job classification, and productive hourly rate (total wages and related benefits divided by productive hours). Describe the specific reimbursable activities performed and the hours devoted to each reimbursable activity performed.

2. Materials and Supplies

Report the cost of materials and supplies that have been consumed or expended for the purpose of the reimbursable activities. Purchases shall be claimed at the actual price after deducting discounts, rebates, and allowances received by the claimant. Supplies that are withdrawn from inventory shall be charged on an appropriate and recognized method of costing, consistently applied.

3. Fixed Assets and Equipment

Report the purchase price paid for fixed assets and equipment (including computers) necessary to implement the reimbursable activities. The purchase price includes taxes, delivery costs, and installation costs. If the fixed asset or equipment is also used for purposes other than the reimbursable activities, only the pro-rata portion of the purchase price used to implement the reimbursable activities can be claimed.

4. Travel

Report the name of the employee traveling for the purpose of the reimbursable activities. Include the date of travel, destination point, the specific reimbursable activity requiring travel, and related travel expenses reimbursed to the employee in compliance with the rules of the local jurisdiction. Report employee travel time according to the rules of cost element A.1, Salaries and Benefits, for each applicable reimbursable activity.

B. Indirect Cost Rates

Indirect costs are costs that are incurred for a common or joint purpose, benefiting more than one program, and are not directly assignable to a particular department or program without efforts disproportionate to the result achieved. Indirect costs may include both (1) overhead costs of the unit performing the mandate; and (2) the costs of the central government services distributed to the other departments based on a systematic and rational basis through a cost allocation plan.

Compensation for indirect costs is eligible for reimbursement utilizing the procedure provided in the Office of Management and Budget (OMB) Circular A-87. Claimants have the option of

using 10% of direct labor, excluding fringe benefits, or preparing an Indirect Cost Rate Proposal (ICRP) if the indirect cost rate claimed exceeds 10%.

If the claimant chooses to prepare an ICRP, both the direct costs (as defined and described in OMB Circular A-87 Attachments A and B) and the indirect costs shall exclude capital expenditures and unallowable costs (as defined and described in OMB Circular A-87 Attachments A and B). However, unallowable costs must be included in the direct costs if they represent activities to which indirect costs are properly allocable.

The distribution base may be (1) total direct costs (excluding capital expenditures and other distorting items, such as pass-through funds, major subcontracts, etc.), (2) direct salaries and wages, or (3) another base which results in an equitable distribution.

In calculating an ICRP, the claimant shall have the choice of one of the following methodologies:

1. The allocation of allowable indirect costs (as defined and described in OMB Circular A-87 Attachments A and B) shall be accomplished by (1) classifying a department's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate which is used to distribute indirect costs to mandates. The rate should be expressed as a percentage which the total amount allowable indirect costs bears to the base selected; or
2. The allocation of allowable indirect costs (as defined and described in OMB Circular A-87 Attachments A and B) shall be accomplished by (1) separating a department into groups, such as divisions or sections, and then classifying the division's or section's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate that is used to distribute indirect costs to mandates. The rate should be expressed as a percentage which the total amount allowable indirect costs bears to the base selected.

VI. RECORD RETENTION

Pursuant to Government Code section 17558.5, subdivision (a), a reimbursement claim for actual costs filed by a local agency or school district pursuant to this chapter¹⁰ is subject to the initiation of an audit by the Controller no later than three years after the date that the actual reimbursement claim is filed or last amended, whichever is later. However, if no funds are appropriated or no payment is made to a claimant for the program for the fiscal year for which the claim is filed, the time for the Controller to initiate an audit shall commence to run from the date of initial payment of the claim. In any case, an audit shall be completed not later than two years after the date that the audit is commenced. All documents used to support the reimbursable activities, as described in Section IV, must be retained during the period subject to audit. If an audit has been initiated by the Controller during the period subject to audit, the retention period is extended until the ultimate resolution of any audit findings.

¹⁰ This refers to Title 2, division 4, part 7, chapter 4 of the Government Code.

VII. OFFSETTING REVENUES AND REIMBURSEMENTS

Any offsets the claimant experiences in the same program as a result of the same statutes or executive orders found to contain the mandate shall be deducted from the costs claimed. In addition, reimbursement for this mandate from any source, including but not limited to service fees collected; and federal and state funds, including funds allocated for the direct costs of the IHSS advisory committee pursuant to Welfare and Institutions Code section 12301.4, subdivision (b), county fiscal letters issued by the Department of Social Services allocating state and federal funds for the IHSS advisory committee (DSS CFL Nos. Nos. 00/01-14, 00/01-33, 00/01-48, 01/02-12, 02/03-28, 02/03-73, 03/04-46, 03/04-51, 04/05-16, 04/05-22, 04/05-27, 05/06-10, 06/07-02), and future allocations of state and federal funds for the IHSS advisory committee shall be identified and deducted from this claim.

VIII. STATE CONTROLLER'S CLAIMING INSTRUCTIONS

Pursuant to Government Code section 17558, subdivision (b), the Controller shall issue claiming instructions for each mandate that requires state reimbursement not later than 60 days after receiving the adopted parameters and guidelines from the Commission, to assist local agencies and school districts in claiming costs to be reimbursed. The claiming instructions shall be derived from the test claim decision and the parameters and guidelines adopted by the Commission.

Pursuant to Government Code section 17561, subdivision (d)(1), issuance of the claiming instructions shall constitute a notice of the right of the local agencies and school districts to file reimbursement claims, based upon parameters and guidelines adopted by the Commission.

IX. REMEDIES BEFORE THE COMMISSION

Upon request of a local agency or school district, the Commission shall review the claiming instructions issued by the State Controller or any other authorized state agency for reimbursement of mandated costs pursuant to Government Code section 17571. If the Commission determines that the claiming instructions do not conform to the parameters and guidelines, the Commission shall direct the Controller to modify the claiming instructions and the Controller shall modify the claiming instructions to conform to the parameters and guidelines as directed by the Commission.

In addition, requests may be made to amend parameters and guidelines pursuant to Government Code section 17557, subdivision (d), and California Code of Regulations, title 2, section 1183.2.

X. LEGAL AND FACTUAL BASIS FOR THE PARAMETERS AND GUIDELINES

The Statement of Decision is legally binding on all parties and provides the legal and factual basis for the parameters and guidelines. The support for the legal and factual findings is found in the administrative record for the test claim. The administrative record, including the Statement of Decision, is on file with the Commission.



AUDITOR/CONTROLLER • 222 West Hospitality Lane, Fourth Floor
San Bernardino, CA 92415-0018 • (909) 387-8322 • Fax (909) 386-8830
RECORDER • COUNTY CLERK • 222 West Hospitality Lane, First Floor
San Bernardino, CA 92415-0022 • (909) 387-8306 • Fax (909) 386-8940

LARRY WALKER
Auditor/Controller-Recorder
County Clerk

ELIZABETH A. STARBUCK
Assistant Auditor/Controller-Recorder
Assistant County Clerk

**COUNTY OF SAN BERNARDINO
COMMENTS ON PROPOSED PARAMETERS AND GUIDELINES**

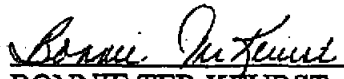
In Home Supportive Services II

Chapter 90, Statutes of 1999, Chapter 91, Statutes of 1999, and
Chapter 445, Statutes of 2000
00-TC-23

The County of San Bernardino respectfully submits the following in response to the proposed Parameters and Guidelines issued by the Commission staff on July 1, 2008.

The County supports the Parameters and Guidelines as proposed and offers no changes. Therefore, the County requests the Commission formally adopt them at its next hearing.

I declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge. Executed this tenth day of July, 2008, in San Bernardino, California.



BONNIE TER KEURST
County of San Bernardino
Test Claimant

July 10, 2008

RECEIVED

PROOF OF SERVICE BY MAIL

JUL 14 2008

I, the undersigned, declare as follows:

**COMMISSION ON
STATE MANDATES**

I am a resident of the County of Sacramento, and I am over the age of 18 years and not a party to the within action. My place of employment is 4320 Auburn Blvd., Suite 2000, Sacramento, CA 95841.

On July 14, 2008, I served:

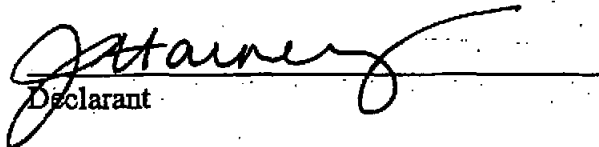
**COUNTY OF SAN BERNARDINO
COMMENTS ON PROPOSED PARAMETERS AND GUIDELINES**

In Home Supportive Services II

Chapter 90, Statutes of 1999, Chapter 91, Statutes of 1999, and
Chapter 445, Statutes of 2000
00-TC-23

by placing a true copy thereof in an envelope addressed to each of the persons listed on the mailing list attached hereto, and by sealing and depositing said envelope in the United States mail at Sacramento, California, with postage thereon fully prepaid.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed this 14 day of July, 2008, at Sacramento, California.


Declarant

DEPARTMENT OF
FINANCE
OFFICE OF THE DIRECTOR

STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ WWW.DOF.CA.GOV

ARNOLD SCHWARZENEGGER, GOV

July 14, 2008

Ms. Paula Higashi
Executive Director
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814

Dear Ms. Higashi:

As requested in your letter of July 1, 2008, the Department of Finance (Finance) has reviewed the draft staff analysis and the proposed parameters and guidelines for Claim No. CSM-00-TC-23, "In Home Supportive Services II."

As a result of our review, Finance concurs with the staff recommendation. The recommended activities proposed for adoption in the parameters and guidelines do not deviate from the statement of decision and appear self explanatory. Additionally, Finance concurs with the addition of the specific funding information to be considered when offsetting claims for reimbursement.

As required by the Commission's regulations, a "Proof of Service" has been enclosed indicating that the parties included on the mailing list which accompanied your July 1, 2008 letter have been provided with copies of this letter via either United States Mail or, in the case of other state agencies, Interagency Mail Service.

If you have any questions regarding this letter, please contact Carla Castañeda, Principal Program Budget Analyst at (916) 445-3274.

Sincerely,

Carla Castañeda

Diana L. Ducay
Program Budget Manager

Enclosure

Attachment A

DECLARATION OF CARLA CASTAÑEDA
DEPARTMENT OF FINANCE
CLAIM NO. CSM-00-TC-23

1. I am currently employed by the State of California, Department of Finance (Finance), am familiar with the duties of Finance, and am authorized to make this declaration on behalf of Finance.

I certify under penalty of perjury that the facts set forth in the foregoing are true and correct of my own knowledge except as to the matters therein stated as information or belief and, as to those matters, I believe them to be true.

July 14, 2008
at Sacramento, CA

Carla Castañeda
Carla Castañeda

PROOF OF SERVICE

Test Claim Name: In Home Supportive Services II
Test Claim Number: CSM-00-TC-23

I, the undersigned, declare as follows:

I am employed in the County of Sacramento, State of California, I am 18 years of age or older and not a party to the within entitled cause; my business address is 915 L Street, 12 Floor, Sacramento, CA 95814.

On July 14, 2007, I served the attached recommendation of the Department of Finance in said cause, by facsimile to the Commission on State Mandates and by placing a true copy thereof: (1) to claimants and nonstate agencies enclosed in a sealed envelope with postage thereon fully prepaid in the United States Mail at Sacramento, California; and (2) to state agencies in the normal pickup location at 915 L Street, 12 Floor, for Interagency Mail Service, addressed as follows:

A-16

Ms. Paula Higashi, Executive Director
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814
Facsimile No. 445-0278

Ms. Susan Geanacou
Department of Finance
916 L Street, Suite 1190
Sacramento, CA 95814

Mr. Leonard Kaye, Esq.
County of Los Angeles
Auditor-Controller's Office
500 w. Temple Street, Room 603
Los Angeles, CA 90012

Mr. Allan Burdick
MAXIMUS
4320 Auburn Blvd., Suite 2000
Sacramento, CA. 95841

Mr. Dale Mangram
Riverside County Auditor/Controller's Office
4080 Lemon Street, 3rd Floor
Riverside, CA. 92502

Ms. Jean Kinney Hurst
California Association of Counties
1100 K Street, Suite 101
Sacramento, CA 95814-3941

B-08

Mr. Jim Spano
State Controller's Office
Division of Audits
300 Capitol Mall, Suite 518
Sacramento, CA 95814

Ms. Bonnie Ter Keurst
County of San Bernardino
Office of the Auditor/Controller-Recorder
222 West Hospitality Lane
San Bernardino, CA 92415-0018

Mr. David Wellhouse
David Wellhouse & Associates, Inc.
9175 Kiefer Blvd., Suite 121
Sacramento, CA 95826

A-15
Ms. Donna Ferebee
Department of Finance
915 L Street, 11th Floor
Sacramento, CA 95814

Ms. Jolene Tollenaar
MGT of America
455 Capitol Mall, Suite 600
Sacramento, CA 95814

A-15
Ms. Caria Castaneda
Department of Finance
915 L Street, 11th Floor
Sacramento, CA 95816

B-29
Ms. Marianne O'Malley
Legislative Analyst's Office
925 L Street, Suite 100
Sacramento, CA 95814

Ms. Harmeef Barkschat
Mandate Resource Services
5325 Elkhorn Boulevard, #307
Sacramento, CA 95842

D-08
Mr. Geoffrey Graybill
Office of the Attorney General
1300 I Street, Suite 125
P.O. Box 944255
Sacramento, CA 95814

B-08
Ms. Ginny Brummels
State Controller's Office
Division of Accounting & Reporting
3301 C Street, Suite 500
Sacramento, CA 95816

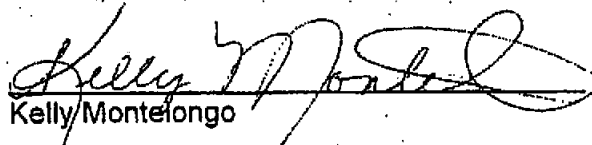
Ms. Beth Hunter
Centration, Inc.
8570 Utica Avenue, Suite 100
Rancho Cucamonga, CA 91730

A-24
Ms. Jeanlaurie Ainsworth
Department of Social Services
Legal Division
744 P Street, M/S 4-161
Sacramento, CA 95814

Mr. Glen Everroad
City of Newport Beach
3300 Newport Boulevard
P.O. Box 1768
Newport Beach, CA 92659-1768

Ms. Juliana F. Gmur
MAXIMUS
2380 Houston Avenue
Clovis, CA 93611

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on July 14, 2007 at Sacramento, California.


Kelly Montelongo