



Kings County In-Home Supportive Services Public Authority

Kings County Government Center
1400 W. Lacey Blvd., Bldg. #8, Hanford, CA 93230
☎ (559) 852-2201 📠 FAX (559) 583-8217

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board's Office at (559) 852-2370 by 4:00 PM on the Friday prior to this meeting.

Meeting Agenda Board of Directors Tuesday, May 23, 2023

Place: Kings County Government Center – Board of Supervisors Chambers
1400 W. Lacey Boulevard, Hanford, CA

Time: 11:00 AM, or soon thereafter following the Kings County Board of Supervisors

The meeting can be attended by the Internet by clicking the following link:

<https://countyofkings.webex.com/countyofkings/j.php?MTID=mf89efce364734d6a4afa15545b22952b>

or by sending an email to bosquestions@co.kings.ca.us on the morning of the meeting for an automated email response with the WebEx meeting link information. Members of the public attending via WebEx will have the opportunity to provide public comment during the meeting.

Members of the public who wish to comment may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether it is on the agenda for the Board's consideration or action, and those comments will become part of the administrative record of the meeting. Comments will not be read into the record, only the names of who have submitted comments will be read into the record. Written comments received by the Clerk of the Board of Supervisors no later than 8:30 a.m. on the morning of the noticed meeting will be included in the record, those comments received after 8:30 a.m. will become part of the record of the next meeting. To submit written comments by email, please forward them to bosquestions@co.kings.ca.us or by U.S. Mail, please forward them to: Clerk of the Board of Supervisors, County of Kings, 1400 W. Lacey Blvd., Hanford, CA 93230.

Board Members:	Staff:
Joe Neves (District 1)	Wendy Osikafo, IHSS Public Authority Executive Director
Richard Valle (District 2)	Esam Abed, Deputy Director
Doug Verboon (District 3)	Jason Kemp Van Ee, Social Services Program Manager
Rusty Robinson (District 4)	Diane Freeman, County Counsel
Richard Fagundes (District 5)	Catherine Venturella, Clerk of the Board

1. CALL TO ORDER

ROLL CALL – Clerk of the Board

2. UNSCHEDULED APPEARANCES

Any person may directly address the Board at this time on any item on the agenda, or on any other items of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.

3. GENERAL BUSINESS ITEMS

A. Election of Chair and Vice Chair for 2023: The Board will nominate and elect its Chair and Vice Chair for 2023

B. Approval of the Minutes: August 23, 2022

C. Board Meeting Schedule for 2023

D. Public Authority 2022-2023 Budget Appropriations

E. Public Authority 2023-2024 Budget

F. Staff Announcements and/or Brief Reports on Activities of In-Home Supportive Services.

4. MEMBER ANNOUNCEMENTS AND/OR REPORTS

On their initiative Board Members may make a brief announcement or brief report on their own activities. They may ask question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Gov. Code Section 54954.2[a]).

- Board Correspondence
- Information on Future Agenda Items

5. ADJOURNMENT

IHSS PUBLIC AUTHORITY FUTURE MEETINGS AND EVENTS

Date and Time	Meeting/Event Name
June 27, 2023	IHSS PA Board
July 25, 2023	IHSS PA Board

Agenda backup information and any public records provided to the Board after the posting of the agenda will be available for the public to review at the Board of Supervisors office, 1400 W. Lacey Blvd., Hanford, for the meeting date listed on this agenda



Kings County In-Home Supportive Services Public Authority

Kings County Government Center
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Action Summary Board of Directors

Tuesday, August 23, 2022

Place: Kings County Government Center – Board of Supervisors Chambers
1400 W. Lacey Boulevard, Hanford, CA

Time: 11:15 AM, or soon thereafter following the California Public Finance Authority

The meeting can be attended telephonically or by the Internet by clicking this link:

<https://countyofkings.webex.com/countyofkings/j.php?MTID=m35938a7a63cb6e4b54562c70d4be8dd8>

or by sending an email to bosquestions@co.kings.ca.us on the morning of the meeting for an automated email response with the WebEx meeting link information. Members of the public attending via WebEx will have the opportunity to provide public comment during the meeting.

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Board Members:	Staff:
Joe Neves (District 1), Chairman	Wendy Osikafo, IHSS Public Authority Executive Director
Richard Fagundes (District 5), Vice-Chairman	Esam Abed, Deputy Director
Richard Valle (District 2)	Jason Kemp Van Ee, Social Services Program Manager
Doug Verboon (District 3)	Diane Freeman, County Counsel
Craig Pedersen (District 4)	Catherine Venturella, Clerk of the Board

1. CALL TO ORDER

ROLL CALL – Clerk of the Board

Present: Joe Neves, Richard Valle, Doug Verboon, Craig Pedersen; Absent: Richard Fagundes

2. UNSCHEDULED APPEARANCES

Any person may directly address the Board at this time on any item on the agenda, or on any other items of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.

None

3. GENERAL BUSINESS ITEMS

A. Approval of the Minutes: June 26, 2022

Action: Approved as Presented (JN, RV, DV, CP-Aye, RF-Absent)

B. Agreement with JUMP Technology, LLC. For BOUNDS

Action: Approved as Presented (JN, RV, DV, CP-Aye, RF-Absent)

C. IHSS PA & SEIU MOU

Action: Approved as Presented (JN, RV, DV, CP-Aye, RF-Absent)

D. Staff Announcements and/or Brief Reports on Activities of In-Home Supportive Services.

Jason KempVanEe, Human Services Agency Program Manager, reported that the minimum wage is increasing 50 cents for our providers on January 1, 2023 with no net cost to the County. Public Authority Provider Committee had their first meeting and seven members attended., moving forward they will meet quarterly. Update from State: there was an All County Letter from State requiring all IHSS reassessments and provider orientation to return to in-person effective October 1, 2022 and he reported that Kings County returned to in-person reassessments in January 2022 and in-person provider orientation on August 1, 2022. Lastly, Senior Day in the Park is September 16, 2022, Supervisor Joe Neves will be out cooking at Burris Park.

4. MEMBER ANNOUNCEMENTS AND/OR REPORTS

On their initiative Board Members may make a brief announcement or brief report on their own activities. They may ask question for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Gov. Code Section 54954.2[a]). None

- Board Correspondence: None
- Information on Future Agenda Items: None

5. ADJOURNMENT

The meeting was adjourned at 12:30pm

IHSS PUBLIC AUTHORITY FUTURE MEETINGS AND EVENTS

Date and Time	Meeting/Event Name
September 27, 2022	IHSS PA Board
October 25, 2022	IHSS PA Board

Agenda backup information and any public records provided to the Board after the posting of the agenda will be available for the public to review at the Board of Supervisors office, 1400 W. Lacey Blvd., Hanford, for the meeting date listed on this agenda



Kings In-Home Supportive Services Public Authority – Human Services Agency

Kings County Government Center
1400 W. Lacey Blvd., Bldg. #8, Hanford, CA 93230
☎ (559) 852-2201 📠 FAX (559) 583-8217

Agenda Item

Meeting Date: Tuesday, May 23, 2023
Submitted BY: Wendy Osikafo, IHSS Public Authority Executive Director
Subject: BOARD MEETING SCHEDULE FOR 2023

SUMMARY:

Overview:

Each year, the County issues a holiday schedule identifying the dates it will be closed for business. The In-Home Supportive Services (IHSS) Public Authority is requesting authorization from the Board to cancel Board meetings on the fourth Tuesday that follow Monday holidays.

Recommendation:

Approve an annual schedule for 2023 IHSS Public Authority Board meetings at the regularly scheduled time of 11:00 AM every fourth Tuesday except for specified days around holidays.

Fiscal Impact:

None.

BACKGROUND:

Staff is proposing that your Board establish the below meeting schedule to allow for better advanced planning by staff:

Schedule of Meetings for 2023:
June 27, 2023
July 25, 2023

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ **OTHER:** _____

I hereby certify that the above order was passed
And adopted on _____, 2023

By _____
Catherine Venturella, Secretary to the Board

Agenda Item

BOARD MEETING SCHEDULE FOR 2023

May 23, 2023

Page 2 of 2

August 22, 2023

September 26, 2023

October 24, 2023

November 28, 2023

Proposed Meeting Cancellations for 2023

December 26, 2023 – Christmas Eve



Kings In-Home Supportive Services Public Authority – Human Services Agency

**Kings County Government Center
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Agenda Item

Meeting Date: Tuesday, May 23, 2023
Submitted BY: Wendy Osikafo, IHSS Public Authority Executive Director
**Subject: INCREASE TO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
FISCAL YEAR 2022-2023 BUDGET**

SUMMARY:

Overview:

The Kings In-Home Supportive Services (IHSS) Public Authority (PA) is requesting approval to increase the IHSS PA Fiscal Year (FY) 2022-2023 adopted budget.

Recommendation:

Increase the appropriations for the Human Services Agency In-Home Supportive Services Public Authority budget unit 510500 for Fiscal Year 2022-2023 from \$479,826 to \$494,344.

Fiscal Impact:

All costs associated with this program will be offset with state general fund allocation and Title XIX federal funds. There is no impact to county general fund with the recommended action. The increased revenue allocation will be budgeted in Budget Unit 510500 (In-Home Supportive Services Public Authority) Account 86012 (Fed Aid-IHSS Public Authority), and Account 85007 (St Aid- Welfare Administration). The increased revenue allocation will be offset by an increase in expense allocation in Account 92037 (Professional Services).

BACKGROUND:

The IHSS Public Authority budget unit, 510500, was adopted at \$479,826 and was based on the

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed
And adopted on _____, 2023

By _____
Catherine Venturella, Secretary to the Board

Agenda Item

INCREASE TO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FISCAL YEAR 2022-2023 BUDGET

May 23, 2023

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prior year’s allocation amount. Since the adoption of the FY 2022-2023 budget, County Fiscal Letter (CFL) 22/23-25 was released on October 20, 2022. CFL 22/23-25 included an additional \$2,231 in State General Fund (SGF). In addition, CFL 22/23-20 provided IHSS PA a Permanent Backup Provider System allocation in the amount of \$5,028. Both of which draw down a 50% federal match for a total increase of \$14,518. These allocations will increase revenue in budget unit 510500 from \$479,826 to \$494,344. The increased revenue will cover increased expenses related to staffing and professional services.

Expenditures Detail			
Account Number	DESCRIPTION	Adopted Budget FY22-23	Amended FY22-23
92006	Communications	\$ 264.00	\$ 314.00
92027	Memberships	\$ 7,250.00	\$ 6,500.00
92033	Postage And Freight	\$ 8,237.00	\$ 5,882.00
92035	Printing/Stores	\$ 83.00	\$ 83.00
92037	Prof & Spec Services	\$ 404,346.00	\$ 435,724.00
92058	Rents & Leases - Software	\$ 28,425.00	\$ 14,473.00
92068	Purchasing Expense	\$ 1,561.00	\$ 1,708.00
93038	Cost Allocation Plan Charges	\$ 23,004.00	\$ 23,004.00
93048	Info Tech Services	\$ 6,656.00	\$ 6,656.00
Total Services:		\$ 479,826.00	\$ 494,344.00
Detail By Revenue Category			
Account Number	DESCRIPTION		
85007	ST AID – WEL Administration	\$ 239,913.00	\$ 247,172.00
86012	FED AID IHSS PUBLIC AUTH	\$ 239,913.00	\$ 247,172.00
Total Revenue		\$ 479,826.00	\$ 494,344.00
		NCC NCC	\$ -

Once approved by the Public Authority Board, the Human Services Agency will present to the Kings County Board of Supervisors for final approval.

KINGS COUNTY
OFFICE OF THE AUDITOR-CONTROLLER
BUDGET APPROPRIATION AND TRANSFER FORM

Auditor Use Only	
Date	
J/E No.	
Page	of

(A) New Appropriation

Expenditures:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
General Fund	Human Services	Communications	100000	500	92006	\$50
General Fund	Human Services	Memberships	100000	500	92027	(\$750)
General Fund	Human Services	Postage and Freight	100000	500	92033	(\$2,355)
General Fund	Human Services	Prof & Spec Services	100000	500	92037	\$31,378
General Fund	Human Services	Rents & Leases-Software	100000	500	92058	(\$13,952)
General Fund	Human Services	Purchasing Expense	100000	500	92068	\$147
TOTAL						\$14,518

Funding Sources:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
General Fund	Human Services	St Aid- Welfare Administration	100000	500	85007	\$7,259
General Fund	Human Services	Fed Aid- IHSS Public Authorization	100000	500	86012	\$7,259
TOTAL						\$14,518

(B) Budget Transfer:

Transfer From:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount to be Transferred Out
TOTAL						

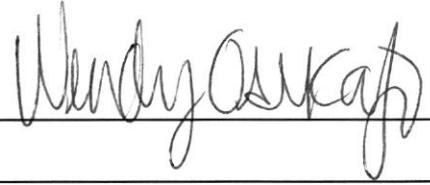
Transfer To:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount Transferred In

	TOTAL	
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Explanation: (Use additional sheets or expand form for more data entry rows or additional narrative, if needed.)

Dept. of Finance Approval _____

Department Head _____



Administration Approval _____

Board Approval _____

BOS meeting date: _____



Kings In-Home Supportive Services Public Authority – Human Services Agency

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Agenda Item

Meeting Date: Tuesday, May 23, 2023
Submitted BY: Wendy Osikafo, IHSS Public Authority Executive Director
Subject: IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FISCAL YEAR
 2023-2024 BUDGET

SUMMARY:

Overview:

The Kings In-Home Supportive Services (IHSS) Public Authority (PA) is requesting approval to establish the appropriations for the Fiscal Year (FY) 2023-2024 budget.

Recommendation:

Approve the appropriations for the Human Services Agency In-Home Supportive Services Public Authority budget unit 510500 for Fiscal Year 2023-2024 in the amount of \$532,244.

Fiscal Impact:

All costs associated with this program will be offset with the state allocation funds, and federal Title XIX funds. There is no impact to county revenues associated with this action.

BACKGROUND:

The Human Services Agency (HSA) is requesting to reflect a total In-Home Supportive Services Public Authority (IHSS PA) expenditure budget for Fiscal Year (FY) 2023-2024 in the amount of \$532,244. The FY 2023-2024 appropriations and revenue in the amount of \$532,244 are based on an increase in funding reflected in the Governor’s Proposed January Budget for Public Authority Administration as well as capturing an 8% increase over the current FY 22-23 amended budget, which reflects an increase in expenses related to staffing and professional services.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ **OTHER:** _____

I hereby certify that the above order was passed
And adopted on _____, 2023

By _____
Catherine Venturella, Secretary to the Board

Agenda Item

THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FISCAL YEAR 2023-2024 BUDGET

May 23, 2023

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Expenditures Detail		510500
Account Number	DESCRIPTION	FY 23 24
92006	Communications	\$ 314.00
92027	Memberships	\$ 6,500.00
92033	Postage And Freight	\$ 11,281.00
92035	Printing/Stores	\$ 83.00
92037	Prof & Spec Services	\$ 461,216.00
92058	Rents & Leases - Software	\$ 33,300
92063	Special Dept	\$ 6,000.00
92068	Purchasing Expense	\$ 1,696
93038	Cost Allocation Plan Charges	\$ 3,105.00
93048	Info Tech Services	\$ 8,749
Total Services:		\$ 532,244.00
Detail By Revenue Category		
Account Number	DESCRIPTION	FY 23 24
85007	ST AID – WEL Administration	\$ 266,122.00
86012	FED AID IHSS PUBLIC AUTH	\$ 266,122.00
Total Revenue		\$ 532,244.00

Once approved by the Public Authority Board, the IHSS Public Authority budget will be presented to the Kings County Board of Supervisors for approval in the June Proposed budget hearings with the Final Budget Hearings being held in August of FY 23-24.

IHSS Caseload Statistics at a Glance – March 2023

Caseload Count (Eligible & Leave) = 3,166

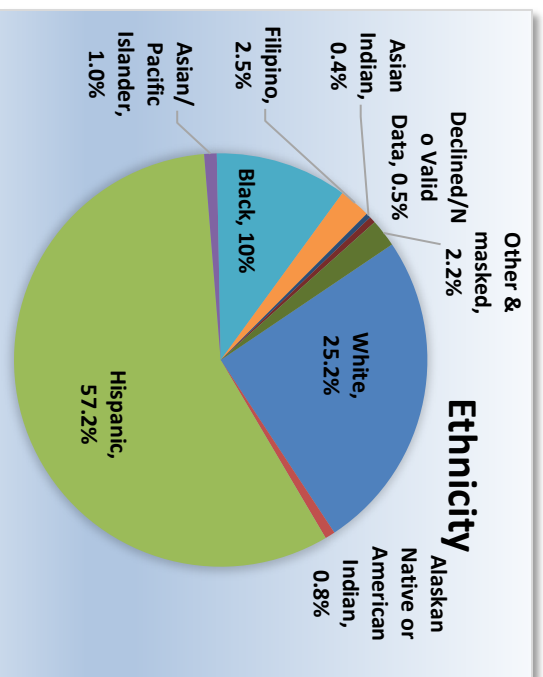
Applications in Pending Status = 192

New Applications Received = 100

Average Authorized Hours per Case = 113.0

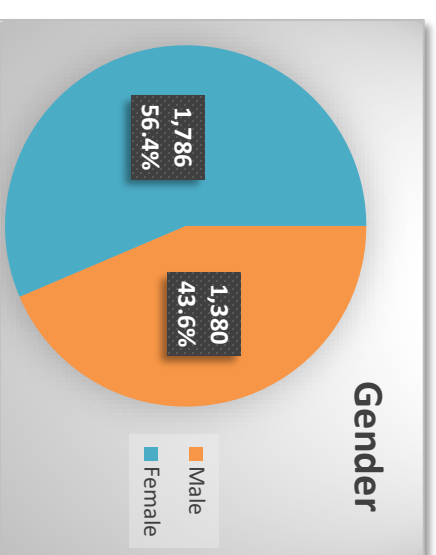
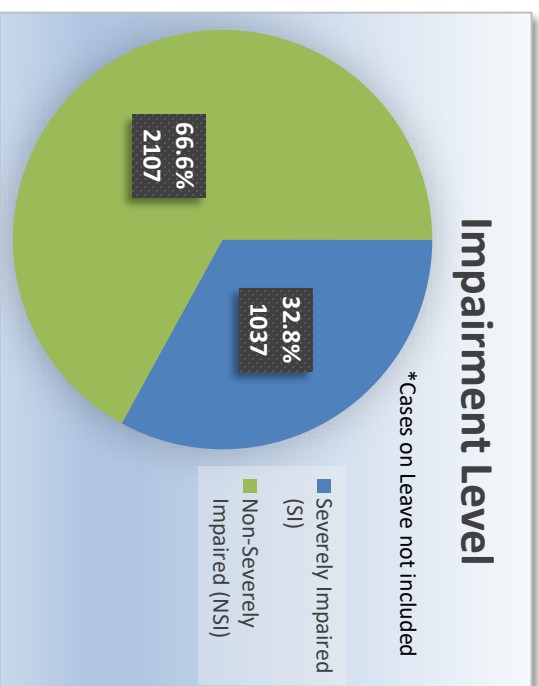
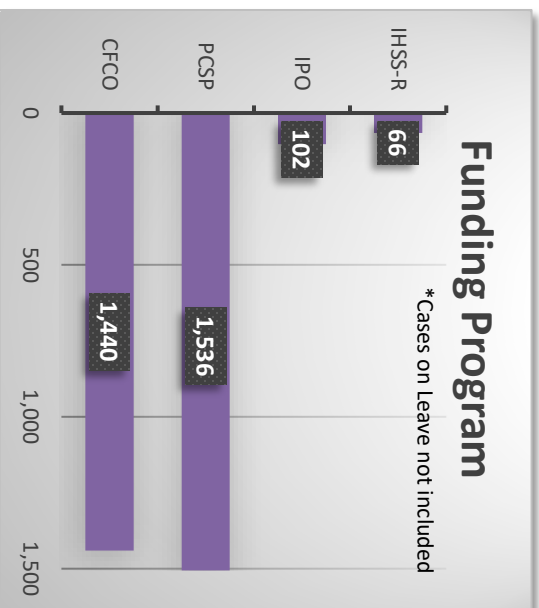
Average hours per SI Cases = 172.7

Average hours per NSI Cases = 84.8



SERVICE TYPE	CASES AUTH	% OF CASeload
Meal Preparation	2,532	80.0%
Meal Cleanup	2,489	78.6%
Feeding	632	20.0%
Bowel & Bladder Care	1,940	61.3%
Bathing, Grooming & Hygiene	2,543	80.3%
Protective Supervision	274	8.7%
Paramedical	598	18.9%

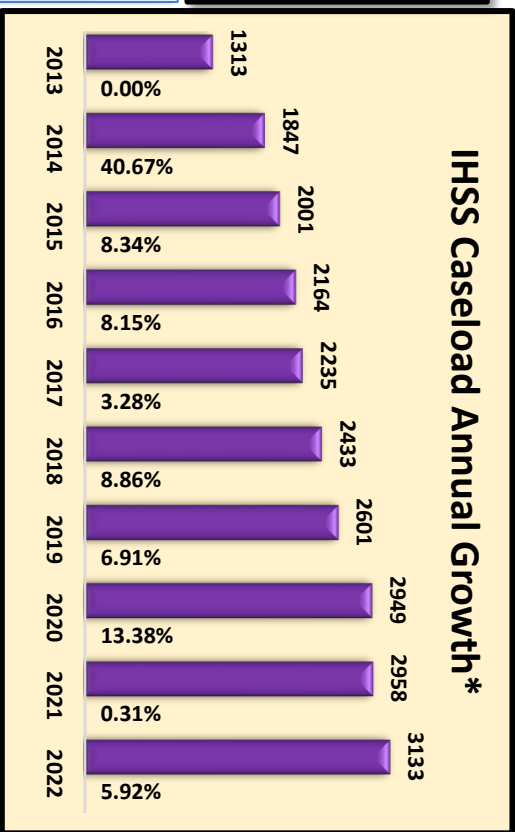
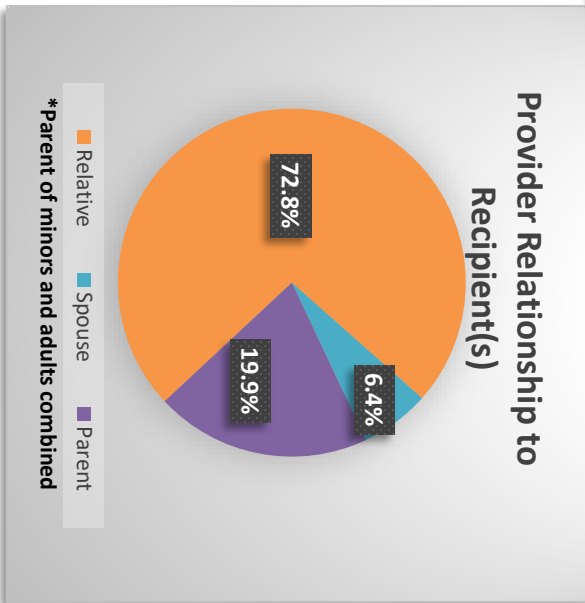
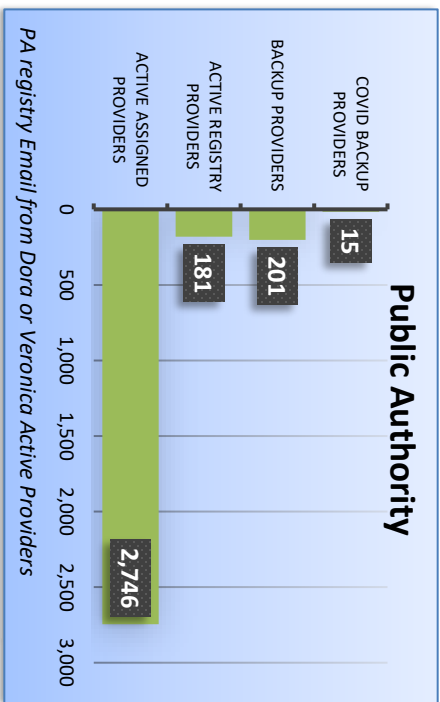
Age Group	Case Count	% of Caseload
Minors	321	10.1%
0 to 17	321	10.1%
Disabled Adults	1,428	45.1%
18 to 44	508	16.0%
45 to 64	920	29.1%
Elderly	1,417	44.8%
65 to 74	645	20.4%
75 to 84	480	15.2%
85 +	292	9.2%
Grand Total	3,166	100%



Data Source: IHSS Management Statistics Report and Program Data from CDSS (<https://www.cdss.ca.gov/inforesources/inss/program-data>) March 2023 (unless otherwise noted)
 *Counts represent Eligible & Leave cases unless otherwise noted.

Of the Total Number of Providers (n=2,746)

- 1,568 Providers live with their Recipient(s) – regardless of relationship
- 1,982 Providers are related to Recipient(s) – regardless of where they live
- 1,348 Providers are related and live with their Recipient(s)

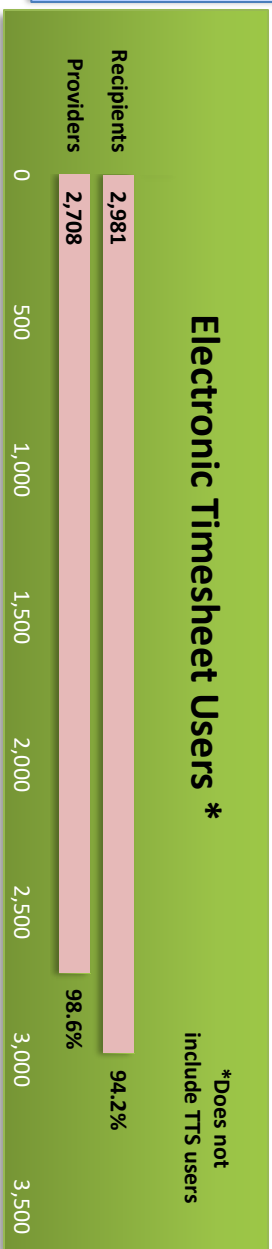


Personal Protective Equipment Distributions

March 2023

Category	Count	PPE Sets
Recipient	2	120
Provider	7	420

Set = 1 Mask & 1 Pair of gloves
60 Sets distributed to each recipient or provider as of 2/20/21



Top 10 Spoken Languages

Language	Recipients	Providers
English	70.6%	82.1%
Spanish	26.1%	15.4%
Portuguese	0.8%	-
Tagalog	0.9%	-
Punjabi	0.4%	-
Other Non-English	0.4%	-
Declined/No Valid Data	-	2.2%

Monthly Caseload Hours Paid & Expenditures

(AS OF 4/07/2023)

Cases	2,826
Hours	341,641.53
Gross Wages	\$5,936,498.13

Data Source: CM/PS II Reporting – Monthly Caseload, Hours Paid and Expenditures – Total Report

Data Source: IHSS Management Statistics Report and Program Data from CDSS (<https://www.cdss.ca.gov/inforesources/inss/program-data>) March 2023 (unless otherwise noted)
*Counts represent Eligible & Leave cases unless otherwise noted.