



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, October 22, 2024

Place: Kings County Government Center – Board Chambers, Administration Building 1,
1400 W. Lacey Boulevard, Hanford, CA

Time: 11:00 AM, or soon thereafter following the California Public Finance Authority Meeting

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

<https://countyofkings.webex.com/countyofkings/j.php?MTID=mc9524887aa7e65279b2fa0d6e3b160f7>

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 comments 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 those 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)	Christopher Narez, Deputy Director
Doug Verboon (District 3) Chair	Jason Kemp Van Ee, Social Services Program Manager
Rusty Robinson (District 4) Vice-Chair	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. ACTION ITEMS

- A. Approval of the Minutes: April 23, 2024
- B. 2025 Board Meeting Schedule
- C. Public Authority 2024-25 Budget Adjustment

4. INFORMATIONAL ITEMS

- A. Public Authority Provider Wage Increase
- B. Staff Announcements and/or Brief Reports on Activities of In-Home Supportive Services

5. 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

6. ADJOURNMENT

IHSS PUBLIC AUTHORITY FUTURE MEETINGS AND EVENTS

Date and Time	Meeting/Event Name
January 28, 2025	In-Home Supportive Services Public Authority Board
February 25, 2025	In-Home Supportive Services Public Authority Board
March 25, 2025	In-Home Supportive Services Public Authority 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



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Meeting Action Summary Board of Directors

Tuesday, April 23, 2024

Place: Kings County Government Center – Multi-Purpose Room, Administration Building 1,
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=m36a8358e13ae4b3b561b27ceb8ca71d9>

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

1. CALL TO ORDER

ROLL CALL – Clerk of the Board

Present: Joe Neves, Richard Valle, Doug Verboon, Rusty Robinson, 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: January 23, 2024

Action: (JN, RV, DV, RR, RF-Aye)

B. Public Authority 2024-25 Budget

Action: (JN, RV, DV, RR, RF-Aye)

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

Jason KempVanEe, HSA Program Manager

- Career Pathways Training- we are happy to host Homebridge to Kings County again to provide training for our providers. All classes are full. There are 80 participants in total with 23 from Kings County. Unfortunately, Career Pathways is ending in September 2024. Currently, there is no discussion of extending it.
- In September 2019, CDSS began rolling out electronic timesheets via an app, website, or phone for providers. Kings County is currently at 94% of providers enrolled. Jan. 2023, CDSS rolled out Electronic Visit Verification requiring providers to check in and out when they are with the recipient. To date, Kings County has 90% of providers that are compliant.
- IHSS is fully staffed with 16 social service workers who have completed an average of 200 reassessments a month. Clerical Support/Public Authority is fully staffed with 9 office assistants who complete all steps for provider enrollment which includes conducting weekly orientations. They are currently averaging 25- 30 providers a week attending orientations. In accordance with regulations, counties have 90 days to complete process and link a provider, Kings County is averaging 30 days.
- IHSS is celebrating 50 years of providing services to recipients this year. The director of CDSS reached out to me to be one of three counties (Kings, Los Angeles, San Francisco) to be part of a presentation video. During that time the program has grown to represent 736,550 recipients statewide of March 2024, of those Kings County represents 3475.

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 None
- Information on Future Agenda Items None

5. ADJOURNMENT

The meeting was adjourned at 11:16.

IHSS PUBLIC AUTHORITY FUTURE MEETINGS AND EVENTS

Date and Time	Meeting/Event Name
October 22, 2024	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
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☎ (559) 852-2201 📠 FAX (559) 583-8217

Agenda Item

Meeting Date: Tuesday, October 22, 2024
Submitted BY: Wendy Osikafo, IHSS Public Authority Executive Director
Subject: BOARD MEETING SCHEDULE FOR 2025

SUMMARY:

Overview:

The Kings In-Home Supportive Services (IHSS) Public Authority (PA) is requesting the Board of Directors to adopt a regular meeting schedule for the calendar year 2025.

Recommendation:

Approve the 2025 calendar meeting schedule of the Kings In-Home Supportive Services Public Authority Board.

Fiscal Impact:

None

BACKGROUND:

Staff is proposing that the Board adopt the 2025 meeting schedule to allow the Board to receive program and fiscal updates. This action allows for members of the public and the Executive Director to bring forth matters effecting the delivery of In-Home Supportive Services in Kings County for consideration and determination by the Board as set forth in the Kings County, California Code of Ordnances, Chapter 2, Article IV; California Government Code Section 54954.

Meeting Schedule for Calendar Year 2025

- January 28, 2025
- February 25, 2025
- March 25, 2025
- April 22, 2025
- May 20, 2025
- June 24, 2025
- October 28, 2025

BOARD ACTION:

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

I hereby certify that the above order was passed
And adopted on _____, 2024

By _____
Catherine Venturella, Secretary to the Board



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

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Agenda Item

Meeting Date: Tuesday, October 22, 2024
Submitted BY: Wendy Osikafo, IHSS Public Authority Executive Director
Subject: IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FISCAL YEAR
 2024-25 BUDGET INCREASE

SUMMARY:

Overview:

The Kings County In-Home Supportive Services (IHSS) Public Authority (PA) is requesting approval to increase the IHSS PA Fiscal Year (FY) 2024-25 Adopted Budget.

Recommendation:

Approve the increase in appropriations for the Human Services Agency In-Home Supportive Services Public Authority budget unit 510500 for Fiscal Year 2024-25.

Fiscal Impact:

The increase in appropriation is \$22,888 and will be budgeted in budget unit 510500. The increase will be from \$586,532 to \$609,420. All costs associated with this program will be offset with state general fund allocation and Title XIX federal funds. There is no impact to the County General Fund with the recommended action.

BACKGROUND:

On September 17, 2024, the County Board of Supervisors approved to establish appropriations and revenues for IHSS PA budget unit 510500. The appropriations and revenue were approved in the amount of \$586,532 based on the prior year SGF allocation and federal Title XIX drawdown.

Since the adoption of the budget in September, County Fiscal Letter (CFL) 24/25-05 was released, which included additional State General Fund (SGF) for the Public Authority Administration in the

(Cont'd)

BOARD ACTION:

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

I hereby certify that the above order was passed
And adopted on _____, 2024

By _____
Catherine Venturella, Secretary to the Board

Agenda Item

**IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FISCAL YEAR 2024-25
BUDGET INCREASE**

October 22, 2024

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amount of \$11,444. When matched with federal funds, this allocation will increase the funding the amount of \$22,888.

The Human Services Agency (HSA) is requesting Board approval to receive the funds and increase the appropriations and revenue accordingly to reflect a total IHSS PA expenditure budget for FY 2024-25 in the amount of \$609,420. Once approved by the PA board, HSA will present it to the Board of Supervisors for final approval.

Expenditures Detail

Account Number	DESCRIPTION	Adopted Budget FY24-25	Amended FY24-25
92006	Communications	\$ 336.00	\$ 364.00
92027	Memberships	\$ 7,750.00	\$ 7,750.00
92033	Postage And Freight	\$ 11,562.00	\$ 11,562.00
92035	Printing/Stores	\$ -	\$ -
92037	Prof & Spec Services	\$ 511,183.00	\$ 532,617.00
92058	Rents & Leases - Software	\$ 34,075.00	\$ 34,075.00
92063	Special Dept	\$ 5,250.00	\$ 5,250.00
92068	Purchasing Expense	\$ 1,840.00	\$ 1,849.00
93038	Cost Allocation Plan Charges	\$ -	\$ -
93048	Info Tech Services	\$ 14,536.00	\$ 15,953.00
Total Services:		\$ 586,532.00	\$ 609,420.00

Detail By Revenue Category

Account Number	DESCRIPTION		
85007	ST AID – WEL Admininstration	\$ 293,266.00	\$ 304,710.00
86012	FED AID IHSS PUBLIC AUTH	\$ 293,266.00	\$ 304,710.00
Total Revenue		\$ 586,532.00	\$ 609,420.00

Agenda Item

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY PROVIDER WAGE INCREASE

October 22, 2024

Page 2 of 2

Employees International Union (SEIU) Local 2015, established on August 30, 2022, IHSS PA will provide an additional wage supplement of \$0.60 per hour. Consequently, with the implementation of the statewide minimum wage increase and the previously negotiated wage supplement, the wage rate for IHSS providers will increase from \$16.60 to \$17.10 effective January 1, 2025.

Per All County Information Notice (ACIN) I-41-24, the California Department of Social Services (CDSS) requires submission of any IHSS provider wage rate changes at least 60 calendar days in advance to allow for sufficient time to update the Case Management, Information, and Payrolling System II (CMIPSI), through which provider wages are processed. If there are no changes to the IHSS provider wage rate beyond the minimum wage adjustment, counties are only required to submit an acknowledgment to CDSS by October 31, 2024. Additionally, CDSS does not require Board of Supervisors approval if the provider wage change only involves minimum wage and payroll tax adjustments.

IHSS Caseload Statistics at a Glance – August 2024

Caseload Count (Eligible & Leave) = 3,619

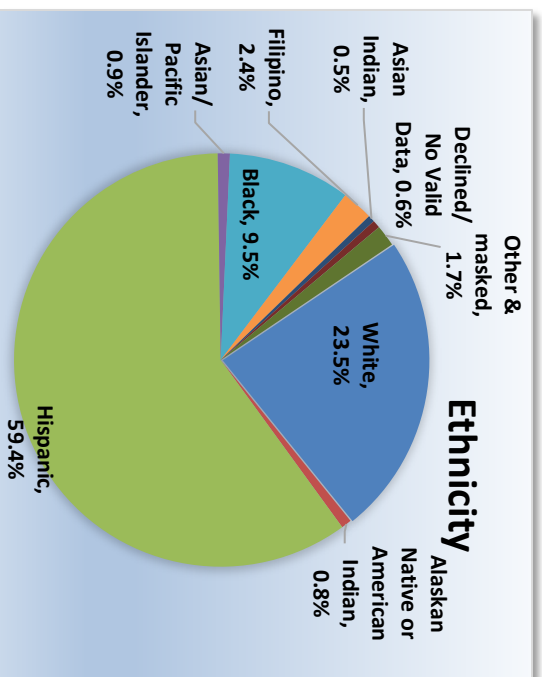
Applications in Pending Status = 235

New Applications Received = 136

Average Authorized Hours per Case = 111.3

Average hours per SI Cases = 170.3

Average hours per NSI Cases = 84.0

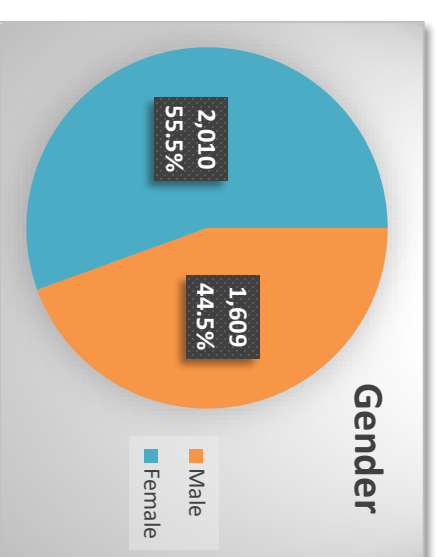
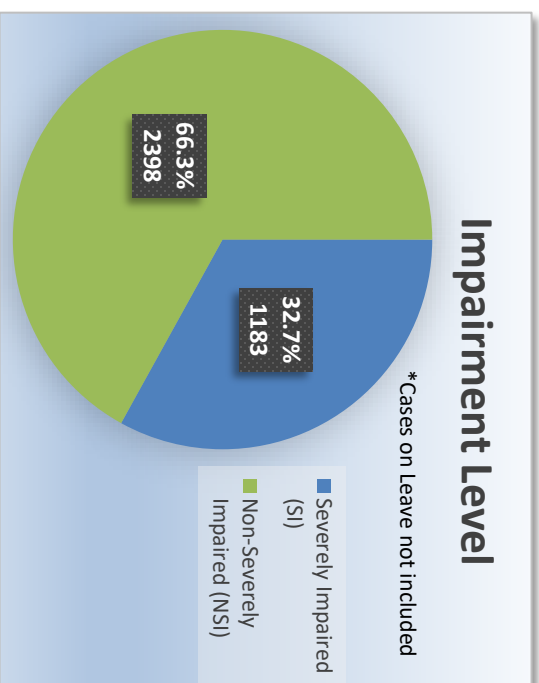
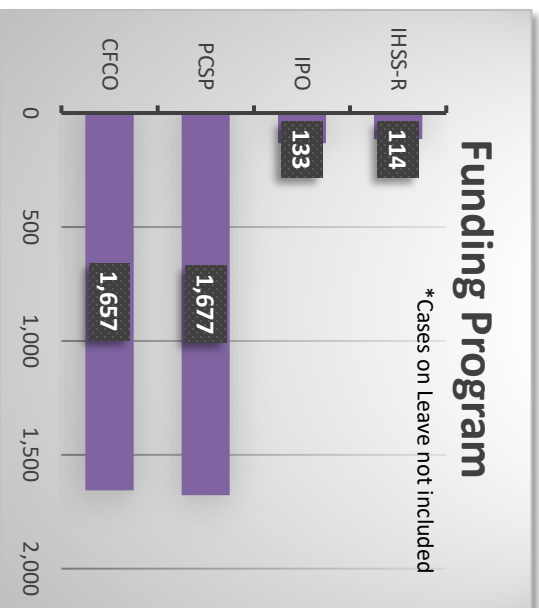


Selected Service Category Counts & Percentages

SERVICE TYPE	CASES AUTH	% OF CASeload
Meal Preparation	2,751	76.2%
Meal Cleanup	2,690	74.3%
Feeding	749	20.7%
Bowel & Bladder Care	2,256	62.3%
Bathing, Grooming & Hygiene	2,858	79.0%
Protective Supervision	321	8.9%
Paramedical	667	18.4%

Caseload Percentages by Age Groups

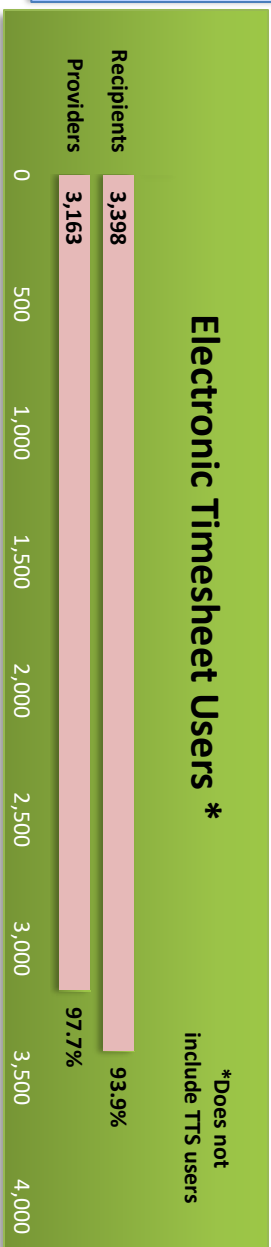
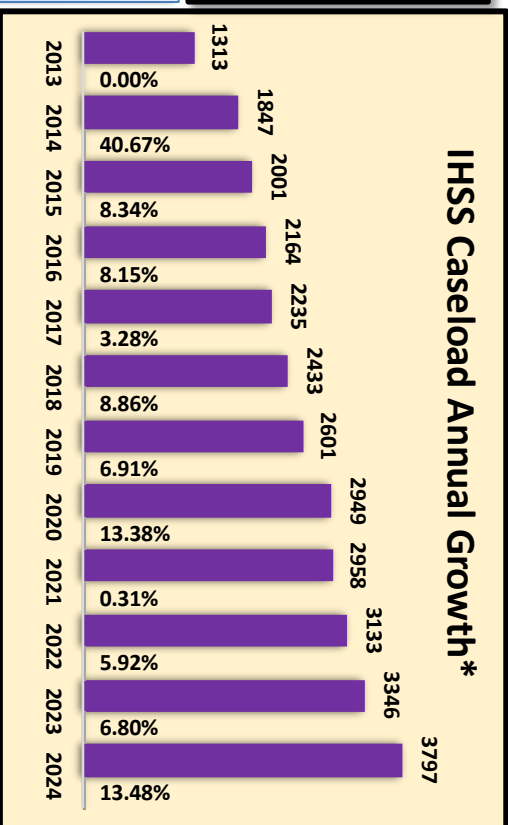
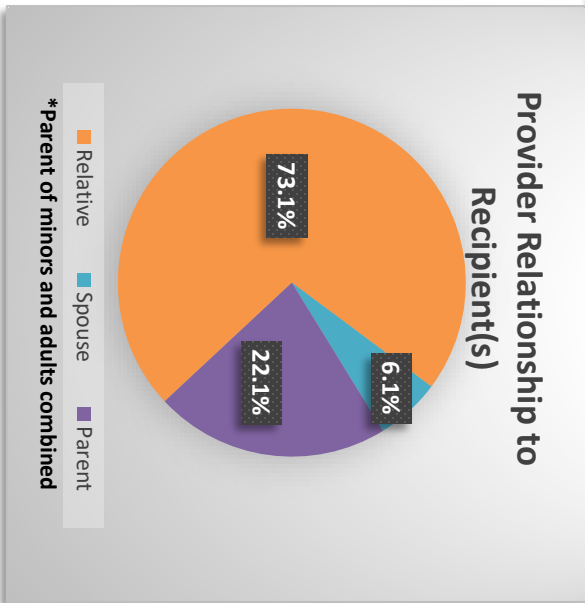
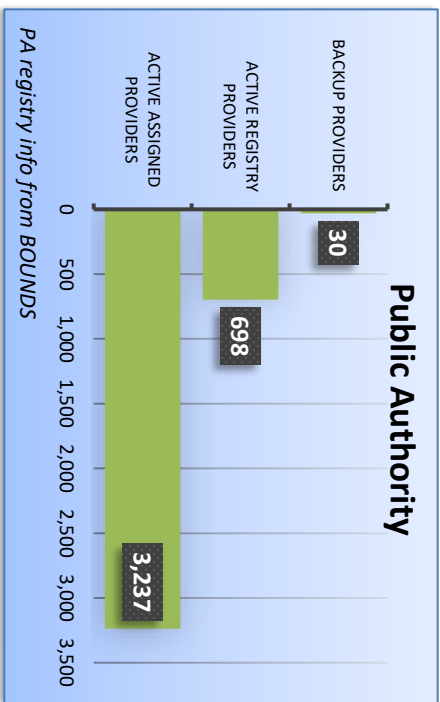
Age Group	Case Count	% of Caseload
Minors	459	12.7%
0 to 17	459	12.7%
Disabled Adults	1,552	42.9%
18 to 44	573	15.8%
45 to 64	979	27.1%
Elderly	1,608	44.5%
65 to 74	759	21.0%
75 to 84	538	14.9%
85 +	311	8.6%
Grand Total	3,619	100%



Data Source: IHSS Management Statistics Report and Program Data from CDSS (<https://www.cdss.ca.gov/inforesources/inss/program-data>) July 2024 (unless otherwise noted)
*Counts represent Eligible & Leave cases unless otherwise noted.

Of the Total Number of Providers (n=3,237)

- 1,928 Providers live with their Recipient(s) – regardless of relationship
- 2,365 Providers are related to Recipient(s) – regardless of where they live
- 1,648 Providers are related and live with their Recipient(s)



Personal Protective Equipment Distributions

August 2024

Category	Count	PPE Sets
Recipient	0	0
Provider	0	0

Set = 1 Mask & 1 Pair of gloves

60 Sets distributed to each recipient or provider as of 2/20/21

Monthly Caseload Hours Paid & Expenditures

(as of 8/7/2024)

Cases	3,171
Hours	389,494.09
Gross Wages	\$7,076,867.60

Data Source: CMIPS 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/ihss/program-data>) July 2024
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