



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES

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EDMUND G. BROWN JR.
GOVERNOR

December 11, 2012

ALL-COUNTY LETTER (ACL) NO: 12-63

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY FISCAL OFFICERS
ALL IHSS PROGRAM MANAGERS
PUBLIC AUTHORITY EXECUTIVE DIRECTORS

SUBJECT: PUBLIC AUTHORITY (PA) ADMINISTRATIVE ALLOCATION FOR
FISCAL YEAR (FY) 2012-2013 AND ALLOCATION OF \$3,000 STATE
GENERAL FUNDS FOR PA ADVISORY COMMITTEE EXPENSES.

REFERENCE: ACL No. 09-53, dated October 1, 2009
ACL No. 10-54, dated December 9, 2010
ACL No. 11-56, dated July 29, 2011

This letter is to provide the FY 2012-13 final General Fund (GF) allocations from the state for the administrative costs associated with the In-Home Supportive Services (IHSS) Public Authority (PA)/Nonprofit Consortium (NPC) administrative activities. A total of \$8,850,000 GF has been made available in the FY 2012-2013 Budget Act. The CDSS will provide information on the IHSS county Maintenance of Effort, as identified in Senate Bill (SB) 1036 (Chapter 45, Statutes of 2012), in a future County Fiscal Letter. Therefore, only federal and state GF costs are included in the PA Administrative Allocation (attached).

IHSS PUBLIC AUTHORITY ADMINISTRATIVE ALLOCATION:

The California Department of Social Services (CDSS) will continue to utilize the allocation methodology developed for FY 2010-11, including the establishment of a minimum allocation for the 20 smallest counties. This methodology was set forth in ACL No. 09-53. The result of the allocation is that each county will have a percent to total, an amount similar to that in FY 2009-10 and FY 2010-11.

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

The state participation does not affect the PA Rate that is currently in effect. If a county would like to change the PA Rate to lower the PA administrative component, a new PA Rate Change Request may be submitted at any time.

RATE CHANGE REQUESTS PROCESS

The process for submitting rate change requests shall remain the same. Counties will be required to follow the previously established rules for submitting a PA Rate Change Requests. State approval of the PA rate requires approval of both CDSS and DHCS. However, in an effort to assist counties, the state will now accept a scanned copy of the PA Rate Change Request with all documentation attached. The county and/or PA may scan and e-mail the PA Rate Change package to the PA Analyst assigned to your county and provide an e-mail copy to Ruben Romero, at Ruben.Romero@dss.ca.gov. Original copies of the scanned PA Rate Change Request package will still need to be submitted by certified mail.

In accordance with Welfare and Institutions Code (WIC) section 12306.1(b), any change made to the PA/NPC rate shall take effect commencing the first day of the month following receipt of final approval from CDSS and DHCS. Counties should keep in mind that the state approval process can take up to 60 days.

CLAIMING DISALLOWANCE

For claiming purposes, as stated in ACL No. 10-54 for claiming purposes, counties and PAs should be aware that W&IC sections 12306 and 12305.86 require provider fingerprinting and Department of Justice background investigations are to be performed at the provider's expense. These costs will no longer be considered a factor in the PA rate nor will federal or state funding be available. Therefore, all claiming for these activities are to be eliminated from the SOC 448 claims.

In addition, expenses claimed for direct service delivery (i.e. provision of IHSS authorized service hours) to IHSS recipients by PA staff cannot be claimed to this allocation. All direct services to recipients must be provided through the established

modes of Individual Provider, County Homemaker, or County Contractor and hours provided to recipients must be entered into the Case Management, Information and Payrolling System.

ADVISORY COMMITTEE FUNDING

In accordance with W&IC section 12301.6, counties may continue to fund and invoice for advisory committee activities and governing board expenses. The FY 2012-2013 Budget Act provides for Advisory Committee funding for the 58 counties as follows: GF of \$174,000, and federal funds of \$167,000 which equates to \$341,000 total funds.

CLAIMING ADVISORY COMMITTEE ALLOCATION FUNDS

For FY 2012-13 each county will receive an Advisory Committee allocation of \$3,000 GF for the advisory committee activities. The PAs will continue to claim the advisory committee expenses quarterly on the SOC 448. Alpine and Tuolumne counties will now also utilize the SOC 448 to claim advisory committee expense reimbursements. State staff will work directly with these counties to assist them in completing their claims.

OVERSPENDING OF ALLOCATIONS

Counties and the PAs must continue to be aware that spending of general funds in excess of their allocations will require the county to assume the state share of additional spending. Therefore, all expenditures exceeding the state allocation will be shifted from the state funding to the county only funding.

If there are any questions or concerns regarding the new PA Administrative Budget allocations, please contact Ruben Romero, Chief of the Fiscal Administrative & Systems Bureau at (916) 651-3460 or Rolonda Moen, Manager of the Fiscal and Administrative Unit, at (916) 651-5332.

Sincerely,

Original Document Signed By:

EILEEN CARROLL
Deputy Director
Adult Programs Division

Attachments

- FY 2012-13 PA Admin Allocations
- PA Analyst assigned by county

COUNTY	FY2012-2013 Public Authority Administrative Budget Allocation			
	ADMIN 25% EXPENDITURES. 50% CASELOAD 25%			
	Federal/State Total	Federal Share	State Gen Fund Share	County Share
Alameda	\$ 701,437.18	\$ 389,821.18	\$ 311,616.00	\$ -
Amador	\$ 109,966.87	\$ 61,113.69	\$ 48,853.18	\$ -
Butte	\$ 153,595.02	\$ 85,359.88	\$ 68,235.14	\$ -
Calaveras	\$ 174,114.20	\$ 96,763.34	\$ 77,350.86	\$ -
Colusa	\$ 66,139.49	\$ 36,756.78	\$ 29,382.71	\$ -
Contra Costa	\$ 715,183.04	\$ 397,460.39	\$ 317,722.65	\$ -
Del Norte	\$ 65,541.84	\$ 36,424.64	\$ 29,117.20	\$ -
El Dorado	\$ 204,992.57	\$ 113,923.88	\$ 91,068.69	\$ -
Fresno	\$ 536,287.66	\$ 298,039.93	\$ 238,247.73	\$ -
Glenn	\$ 140,446.81	\$ 78,052.81	\$ 62,394.00	\$ -
Humboldt	\$ 123,513.50	\$ 68,642.18	\$ 54,871.32	\$ -
Imperial	\$ 146,024.84	\$ 81,152.78	\$ 64,872.06	\$ -
Inyo	\$ 61,159.10	\$ 33,988.95	\$ 27,170.15	\$ -
JPA Counties	\$ 431,101.97	\$ 239,583.36	\$ 191,518.61	\$ -
Kern	\$ 244,636.43	\$ 135,955.81	\$ 108,680.62	\$ -
Kings	\$ 200,012.19	\$ 111,156.05	\$ 88,856.14	\$ -
Lake	\$ 221,527.45	\$ 123,113.08	\$ 98,414.37	\$ -
Lassen	\$ 44,026.59	\$ 24,467.62	\$ 19,558.97	\$ -
Los Angeles	\$ 2,835,232.57	\$ 1,575,670.26	\$ 1,259,562.31	\$ -
Madera	\$ 98,412.37	\$ 54,692.32	\$ 43,720.05	\$ -
Marin	\$ 260,175.22	\$ 144,591.44	\$ 115,583.78	\$ -
Mariposa	\$ 121,521.35	\$ 67,535.05	\$ 53,986.30	\$ -
Mendocino	\$ 203,000.42	\$ 112,816.75	\$ 90,183.67	\$ -
Merced	\$ 188,457.70	\$ 104,734.69	\$ 83,723.01	\$ -
Modoc	\$ 51,596.77	\$ 28,674.72	\$ 22,922.05	\$ -
Mono	\$ 67,733.21	\$ 37,642.49	\$ 30,090.72	\$ -
Monterey	\$ 238,062.32	\$ 132,302.27	\$ 105,760.05	\$ -
Napa	\$ 120,724.49	\$ 67,092.20	\$ 53,632.29	\$ -
Orange	\$ 504,811.65	\$ 280,547.25	\$ 224,264.40	\$ -
Placer	\$ 272,327.35	\$ 151,344.94	\$ 120,982.41	\$ -
Riverside	\$ 1,147,878.73	\$ 637,929.46	\$ 509,949.27	\$ -
Sacramento	\$ 917,187.38	\$ 509,723.57	\$ 407,463.81	\$ -
San Benito	\$ 125,704.87	\$ 69,860.03	\$ 55,844.84	\$ -
San Bernardino	\$ 1,003,049.18	\$ 557,440.96	\$ 445,608.22	\$ -
San Diego	\$ 1,543,918.81	\$ 858,027.30	\$ 685,891.51	\$ -
San Francisco	\$ 1,080,543.95	\$ 600,508.40	\$ 480,035.55	\$ -
San Joaquin	\$ 435,285.49	\$ 241,908.34	\$ 193,377.15	\$ -
San Luis Obispo	\$ 161,762.85	\$ 89,899.12	\$ 71,863.73	\$ -
San Mateo	\$ 253,401.90	\$ 140,827.19	\$ 112,574.71	\$ -
Santa Barbara	\$ 404,805.55	\$ 224,969.22	\$ 179,836.33	\$ -
Santa Clara	\$ 563,181.74	\$ 312,986.22	\$ 250,195.52	\$ -
Santa Cruz	\$ 262,765.02	\$ 146,030.71	\$ 116,734.31	\$ -
Shasta	\$ 253,800.33	\$ 141,048.62	\$ 112,751.71	\$ -
Siskiyou	\$ 46,616.39	\$ 25,906.89	\$ 20,709.50	\$ -
Solano	\$ 304,201.81	\$ 169,059.06	\$ 135,142.75	\$ -
Sonoma	\$ 510,190.46	\$ 283,536.51	\$ 226,653.95	\$ -
Stanislaus	\$ 530,510.42	\$ 294,829.25	\$ 235,681.17	\$ -
Sutter	\$ 144,231.90	\$ 80,156.36	\$ 64,075.54	\$ -
Tehama	\$ 130,087.61	\$ 72,295.72	\$ 57,791.89	\$ -
Trinity	\$ 1,992.15	\$ 1,107.13	\$ 885.02	\$ -
Tulare	\$ 245,234.07	\$ 136,287.95	\$ 108,946.12	\$ -
Ventura	\$ 276,710.09	\$ 153,780.63	\$ 122,929.46	\$ -
Yolo	\$ 203,797.28	\$ 113,259.60	\$ 90,537.68	\$ -
Yuba	\$ 72,912.81	\$ 40,521.03	\$ 32,391.78	\$ -
Total	\$ 19,921,532.96	\$ 11,071,320.00	\$ 8,850,213.00	N/A

* Information on the IHSS County Maintenance of Effort will be forthcoming in a separate CFL

**FISCAL AND ADMINISTRATIVE UNIT
COUNTY ASSIGNMENT LOG**

Javier Sandoval (916) 651-2919/653-3911	Karyn Ross (916) 651-2835	Joseph Smith (916) 651-2787	Chisa Brite (916) 651-2832
PA (SOC 448)	PA (SOC 448)	PA (SOC 448)	PA (SOC 448)
Colusa (6) Fresno (10) Monterey (27) Napa (28) Riverside (33) San Francisco (38) Shasta (45) Sonoma (49) Yuba (58) Inyo (14) - NPC Modoc (25) - NPC Mono (26) - NPC	Alameda (1) Contra Costa (7) Los Angeles (19) Marin (21) Sacramento (34) San Benito (35) Solano (48)	Calaveras (5) Del Norte (8) Imperial (13) Kern (15) Kings (16) Lake (17) Lassen (18) Mendocino (23) Merced (24) Orange (30) Placer (31) San Diego (37) San Joaquin (39) San Luis Obispo (40) San Mateo (41) Santa Clara (43) Santa Cruz (44) Stanislaus (50) Ventura (56)	Amador (3) Butte (4) El Dorado (9) Glenn (11) Humboldt (12) Madera (20) Mariposa (22) San Bernardino (36) Santa Barbara (42) Siskiyou (47) Sutter (51) Tehama (52) Trinity (53) Tulare (54) Yolo (57) Nevada (29) - JPA Plumas (32) - JPA Sierra (46) - JPA
CONTRACT MODE (SOC 432)	CONTRACT MODE (SOC 432)	CONTRACT MODE (SOC 432)	CONTRACT MODE (SOC 432)
Riverside (33) San Francisco (38)	None	San Mateo (41)	Butte (4)
			IP MODE ONLY
			Alpine (2) Tuolumne (55)