



**COUNTY OF SAN DIEGO
IN-HOME SUPPORTIVE SERVICES
PUBLIC AUTHORITY**

STATEMENT OF PROCEEDINGS

***THE MINUTES OF THE IN-HOME SUPPORTIVE
SERVICES PUBLIC AUTHORITY***

June 24, 2025

**STATEMENT OF PROCEEDINGS
COUNTY OF SAN DIEGO
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
REGULAR MEETING AGENDA**

**TUESDAY, JUNE 24, 2025, 9:00 AM
COUNTY ADMINISTRATION CENTER
BOARD CHAMBER, ROOM 310
1600 PACIFIC HIGHWAY, SAN DIEGO, CA 92101**

- A. **REGULAR SESSION – Regular Meeting was called to order at 9:00 a.m.**

PRESENT: Supervisors Terra Lawson-Remer, Vice-Chair; Joel Anderson; Monica Montgomery Steppe, Jim Desmond; also, Andrew Potter, Clerk of the Board of Supervisors.

ABSENT: (District 1 Seat Vacant)

- B. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Supervisor, if applicable.**
- C. **Non Agenda Public Communication: Opportunity for individuals to speak to the Board on any subject matter within the Board’s jurisdiction but not an item on the agenda. In accordance with the Board’s Rules of Procedure, individuals may only speak at one Non-Agenda Public Communication session per meeting. The speaker may select which session (General Legislative or Land Use Legislative Session) to address the Board for Non-Agenda Public Communication at their convenience.**
- D. **Approval of the Statement of Proceedings/Minutes for the meetings of June 3, 2025 and June 9, 2025.**

ACTION:

ON MOTION of Supervisor Anderson, seconded by Supervisor Montgomery Steppe, the Board of Supervisors of the San Diego County In-Home Supportive Services Public Authority approved the Statement of Proceedings/Minutes for the meetings of June 3, 2025 and June 9, 2025.

AYES: Anderson, Lawson-Remer, Montgomery Steppe, Desmond

ABSENT: (District 1 Seat Vacant)

NOTICE: THE BOARD OF SUPERVISORS MAY TAKE ANY ACTION WITH RESPECT TO THE ITEMS INCLUDED ON THIS AGENDA. RECOMMENDATIONS MADE BY COUNTY STAFF DO NOT LIMIT ACTIONS THAT THE BOARD OF SUPERVISORS MAY TAKE. MEMBERS OF THE PUBLIC SHOULD NOT RELY UPON THE RECOMMENDATIONS IN THE BOARD LETTER AS DETERMINATIVE OF THE ACTION THE BOARD OF SUPERVISORS MAY TAKE ON A PARTICULAR MATTER.

Agenda Items

Agenda #

1.

Subject

ADJUST THE FISCAL YEAR 2024-25 ADMINISTRATIVE BUDGET FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY AND ADOPT THE FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(4 VOTES)

1. SUBJECT: ADJUST THE FISCAL YEAR 2024-25 ADMINISTRATIVE BUDGET FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY AND ADOPT THE FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY (DISTRICTS: ALL)

OVERVIEW

The County of San Diego (County) In-Home Supportive Services (IHSS) program provides in-home assistance to approximately 47,000 Medi-Cal eligible low income, aged, blind, and disabled adults and children. This program enables them to remain safely in their homes, thereby reducing the need for more costly placements in nursing homes or other care facilities. In-home assistance is provided to IHSS recipients by IHSS caregivers, of whom approximately 76% are relatives. The IHSS Public Authority provides numerous services to nearly 43,000 IHSS caregivers, including training, payroll services, funding for benefits, and State-mandated caregiver enrollment, including criminal background checks. The IHSS Public Authority also provides registry services to IHSS recipients in need of caregivers.

On June 25, 2024 (IA01), the County In-Home Supportive Services (IHSS) Public Authority Governing Body adopted, by resolution, the recommended IHSS Public Authority administrative budget of \$50,923,327 for Fiscal Year (FY) 2024-25. Today's actions request to increase the FY 2024-25 IHSS Public Authority administrative budget by \$600,000, for a total final administrative budget of \$51,523,327, which will increase spending authority to allow continuity of operations through the current fiscal year.

On June 3, 2025 (16), the County of San Diego In-Home Supportive Services (IHSS) Public Authority Governing Body received the recommended IHSS Public Authority administrative budget of \$57,470,255 for FY 2025-26 and set June 3, 2025, as the start date of public hearings for the budget. Today's actions request adoption of the FY 2025-26 final administrative budget for the IHSS Public Authority by resolution, which is required by State statute. Adopting the FY 2025-26 administrative budget will allow the IHSS Public Authority to continue administering vital programs and services to caregivers and recipients who are part of under-resourced groups by identifying and removing barriers for engagement and participation.

This item supports the County vision of a just, sustainable, and resilient future for all, specifically those communities and populations in San Diego County that have been historically left behind, as well as our ongoing commitment to the regional *Live Well San Diego* vision of healthy, safe, and thriving communities.

RECOMMENDATION(S)

EXECUTIVE DIRECTOR/CHIEF ADMINISTRATIVE OFFICER

1. Transfer appropriations of \$600,000 within the Health and Human Services Agency, from Services & Supplies to Operating Transfer Out, to fund the In-Home Supportive Services (IHSS) Public Authority (Org 63450) based on unanticipated IHSS Public Authority State General Fund revenue; and establish appropriations of \$600,000 in the IHSS Public Authority, Services & Supplies, based on an Operating Transfer In from Health and Human Services Agency General Fund, to support the cost for Public Authority. **(4 VOTES)**

2. Adopt the Resolution entitled: ADOPT FINAL BUDGET FOR THE COUNTY OF SAN DIEGO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2025.

EQUITY IMPACT STATEMENT

The County of San Diego (County) In-Home Supportive Services (IHSS) Public Authority utilizes available data from community feedback such as customer service satisfaction surveys, training surveys, community engagement events, and townhall meetings that lead to, and impact modifications to service delivery to more equitably serve the community. In Fiscal Year 2024-25, community feedback resulted in creating customized training for IHSS caregiver applicants requiring special accommodations, digitizing enrollment packets, participating in job fairs across San Diego County, facilitating a monthly virtual caregiver support group, and building new partnerships with community organizations to enhance resources for IHSS caregivers and recipients. In addition, the IHSS Public Authority continues to provide vital documents and assistance in all County threshold languages, American Sign Language, braille, as well as increasing accessibility to services.

The IHSS Public Authority regularly gathers input regarding accessibility, inclusivity, and improvement of the IHSS program and IHSS Public Authority services from members of the IHSS/Public Authority Advisory Committee. The IHSS/Public Authority Advisory Committee is comprised of individuals who are current or past users of in-home caregiver services paid for through public or private funds, or as recipients of IHSS. Current or past users of in-home caregiver services make up at least 51% of the committee membership, and community members make up the remaining 49%. The IHSS/Public Authority Advisory Committee conducts community outreach throughout San Diego County to increase awareness of the IHSS program.

SUSTAINABILITY IMPACT STATEMENT

Today's proposed actions support County of San Diego (County) Sustainability Goal #1 to engage the community in meaningful ways by increasing outreach efforts throughout San Diego County, Goal #2 to provide just and equitable access to County resources and services by expanding service delivery to include virtual platforms, and Goal #4 to protect the health and well-being of everyone in the region by providing in-home care training modules to In-Home Supportive Services (IHSS) caregivers. These goals are further supported by 1) requesting and responding to recommendations and feedback from community stakeholders; 2) expanding training services, improving the electronic IHSS caregiver enrollment process and increasing IHSS caregiver recruitment efforts throughout San Diego County; and 3) administering IHSS caregiver support services that assist IHSS recipients with remaining in their own homes and avoiding institutionalization.

FISCAL IMPACT

If approved, the recommended actions will result in no additional costs in the Health and Human Services Agency, and an increase in appropriations of \$600,000 in the In-Home Supportive Services (IHSS) Public Authority, for a total appropriation of \$51,523,327 in Fiscal Year (FY) 2024-25. The recommended actions also provide spending authority of \$57,470,255 for the IHSS Public Authority for FY 2025-26. There will be no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

N/A

ACTION:

ON MOTION of Supervisor Anderson, seconded by Supervisor Lawson-Remer, the Board of Supervisors of the In-Home Supportive Services Public Authority took action as recommended, adopting Resolution No. 25-050, entitled: ADOPT FINAL BUDGET FOR THE COUNTY OF SAN DIEGO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2025.

AYES: Anderson, Lawson-Remer, Montgomery Steppe, Desmond

ABSENT: (District 1 Seat Vacant)

There being no further business, the Board of Supervisors of the San Diego County In-Home Supportive Services Public Authority recessed at 4:50 p.m.

ANDREW POTTER
In Home Supportive Services Public Authority
County of San Diego, State of California

Notes By: Vizcarra

NOTE: This Statement of Proceedings sets forth all actions taken by the In-Home Supportive Services Public Authority on the matters stated, but not necessarily the chronological sequence in which the matters were taken up.


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Approved by the Board of Supervisors, on Tuesday, December 9, 2025.



TERRA LAWSOM-REMER
Chair

Attest:



ANDREW POTTER
Clerk of the Board