



Advisory Council for Aging & Independence Services

May 12, 2025 | 12:00 p.m.

5560 Overland Ave, 3rd Floor, Joaquin Anguera Room

Virtual Participation

Call in: 1 (619) 343-2539

Phone Conference ID: 402 109 836#

Meeting ID (access code): 224 849 240 117

Passcode: [eq7c5wR2](#)

Click here to [Join Teams Meeting](#)

AGENDA

* (attachment)

1. **Call to Order:** Susan Mallett, Chair
 - a. Welcome & Pledge of Allegiance
 - b. Guest/Member Introductions
 - c. Confirmation of Quorum (quorum = 12)
2. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.** (Possible Action)
3. **Standard Business**
 - a. Public Comment/Announcements: Members or non-members
 - b. Approval of April 14, 2025, Meeting Minutes (Action)*
4. **AIS Director's Items**
 - a. AIS Director's Update
 - b. Board Letter:
 - i. IHSS Public Authority Fiscal Year 2025-2026 Recommended Budget (Informational Item Only)*
5. **Guest Speakers**
 - a. Fiscal Year 2025-2026 CAO Recommended Budget: Agency Budget Office
Amy Thompson, Executive Finance Director
 - b. Aging & Independence Services, Multipurpose Senior Services Program (MSSP) Update
Heidi Klein, Aging Program Specialist III
Veronica Lacuesta, Aging Program Specialist III
6. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
 - a. Chair's Report: Susan Mallett, Chair
 - i. Subcommittee Appointments and Updates
 - a) Convene Ad Hoc Nominating Subcommittee (Action)



- ROLE: Prepare a slate of officer recommendations by June 2025 for the officer elections in July 2025 and officer swearing in September 2025.
- TERM: May 12, 2025, through June 9, 2025.
- MEMBERS: Stephen Huber, Elaine Lewis, and Bradlyn Mulvey.
- b) Convene Legislative Ad Hoc Subcommittee (Action)
 - ROLE: Advise on the County of San Diego 2026 Legislative Program.
 - TERM: May 12, 2025, through end of August 2025.
 - MEMBERS: Faye Detsky-Weil, Ted Kagan, Mina Kerr, Elaine Lewis, Silvia Martinez, and Wanda Smith.
- c) Healthy Aging Subcommittee – Appoint Paige Colburn-Hargis (Action)
- b. Membership Report: Jacqueline Simon, Secretary
 - i. Appoint Shelia Coulbourn to full term (Action)
 - Seat #28, effective immediately, to expire 9/28/2028
 - ii. Appoint Rhys Jones to partial term (Action)
 - Seat #19, effective immediately, to expire 4/13/2029
- c. Board of Supervisors Annual Visits (Dates posted as confirmed):

i. District #1: Vacant	[Vacant/Vacant]	
ii. District #2: Anderson	[Phillips/Nocon]	2/26/2025
iii. District #3: Lawson-Remer	[King/Colburn-Hargis]	1/31/2025
iv. District #4: Montgomery Steppe	[Bishop/Milroy]	10/11/2024
v. District #5: Desmond	[Vacant/Vacant]	

7. Ancillary Subcommittee Oral Reports (Possible action)

- a. LTC Ombuds/Facilities (met 5/12/25): Elaine Lewis, Chair
- b. Healthy Aging (met 4/14/25): Wanda Smith, Chair
- c. Affordability in Aging (met 5/12/25): David Milroy, Chair
- d. Nutrition (met 5/7/25): Shirley King, Chair

8. Other Announcements

9. Adjournment & Next Meetings:

Meetings are held at 5560 Overland Ave, 3rd Floor, Joaquin Anguera Room, San Diego, 92123
Virtual meeting details are included on agendas at www.aging.sandiegocounty.gov/AISAdvisoryCouncil

Council Meeting: June 9, 2025, 12 noon

Future Subcommittee Meetings:

- | | | |
|---------------------------|-----------|------------|
| ➤ Healthy Aging: | 5/12/2025 | 2:15 p.m. |
| ➤ Executive & Membership: | 5/21/2025 | 9:00 a.m. |
| ➤ Nutrition: | 6/4/2025 | 1:00 p.m. |
| ➤ LTC Ombuds/Facilities: | 6/9/2025 | 10:30 a.m. |
| ➤ Affordability in Aging: | 6/9/2025 | 10:30 a.m. |

This meeting is public, and the location is ADA accessible. If you are planning to attend and need special accommodations, please call (858) 495-5885 at least three days in advance of the meeting.

Supporting documentation and attachments for items listed on this agenda may be viewed at Aging & Independence Services, 5560 Overland Avenue, Suite 310, San Diego, CA 92123, or received by calling (858) 495-5885.

Aging & Independence Services Advisory Council
Monday, April 14, 2025 | 12:00 p.m. – 2:00 p.m.
5560 Overland Avenue, 3rd Floor, Joaquin Anguera Room, San Diego, CA 92123

Call in: 1 (619) 343-2539
Meeting ID (access code): 224 849 240 117 | Passcode: eq7c5Wr2

MINUTES - DRAFT

Members		Absent Members	Guests
Attendance:	Sabrina Bishop (joined at 12:37 p.m.) Paige Colburn-Hargis Faye Detsky-Weil Stephen Huber Ted Kagan Mina Kerr Shirley King Dennis Leggett Elaine Lewis Susan Mallett Silvia Martinez Dan McNamara David Milroy Bradlyn Mulvey Molly Nocon Maureen Phillips Taryn Patterson (virtual)	Jacqueline Simon Smith Sirisakorn Wanda Smith Kimberly Brown Mikie Lochner Paul Monarrez Richard Spiering	Justin Alexander (virtual) Tony Buenrostro (virtual) Tamara Degner (virtual) Akbar Majid (virtual) Thomas Johnson (virtual) Rhys Jones Jazmin Oregon (virtual) Matthew Parr (virtual) Angelique Richardson (virtual) Natalie Rogel (virtual) Kuni Stearns (virtual) Kristine Stensberg (virtual) Yvette Torres (virtual) Cristin Whittaker (virtual) J.E. Williams (virtual) Mike Wolday (virtual) Jasmin Zepeda (virtual)
	Staff		
	Allison Boyer Jennifer Bransford-Koons Kendall Bremner Dalija Dragisic Wendy Garcia Samantha Hasler Michelle Hollie-Luterick Jana Jordan	Skyler Moore Madelyn Ochoa-Wingate Robert Ramirez Kristen Smith Jennifer Sovay Sunita Upchurch Brynn Viale Long	
Outcome			
1. Call to Order	Susan Mallett, Chair, 12:00 p.m. a. Welcome & Pledge of Allegiance b. Guest/Member Introductions c. Confirmation of Quorum: <u>19 present at this time.</u>		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.			

3. Standard Business	a. Public Comment/Announcements: Members or non-members b. Approval of March 10, 2025, Meeting Minutes (Action)* [M/S – T. Kagan / S. King (Passed with 17 votes, 2 abstained.)]
4. AIS Director's Items	Highlights included: <ul style="list-style-type: none"> • USAging Policy Briefing & Capitol Hill Day • Federal Changes • County Budget <ul style="list-style-type: none"> • We've been sharing community engagement opportunities related to the County budget. • This Thursday, April 17 at 5:00 PM, there's a family-friendly Budget Open House at the COC. Learn about the budget process, available services, and how to get involved. • The Advisory Council is (or will be) informed about the Guardian Angel program ending due to changes in the Area Plan. • Board Letter: AIS Fiscal Year 2025-2026 Revenue (Action)* <ul style="list-style-type: none"> • Attached is a Board letter for the May 6, 2025 meeting, requesting approval to accept revenue agreements and grants for FY 25–26 through FY 28–29 and to apply for future funding to support programs for older adults and people with disabilities. • These programs help individuals remain safely at home and access community resources. • Funding includes \$8,899,859 for FY 25-26, \$808,811 for FYs 26-27 and 27-28, and \$80,000 for FY 28-29. [M/S – S. King / D. Leggett (Passed with 19 votes.)]
5. Area Plan 2024-2028 – Update for Fiscal Year 2025-2026	a. Presentation & Discussion Highlights included: <ul style="list-style-type: none"> • Area Agency on Aging Purpose • Area Plan Update Components • Goals and Objectives • Service Unit Plan • Notable Changes • Minimum Percentage • Aging Roadmap Action Plan • Area Plan Ad Hoc Subcommittee • Public Hearing b. Public Hearing Comment c. Consideration of Acceptance d. Authorize Chair of Advisory Council to sign Letter of Transmittal (Action)* [M/S – W. Smith / J. Simon (Passed with 20 votes.)]
6. Guest Speakers	a. Aging & Independence Services, Health and Community Engagement Team <i>Roberto Ramirez, Health Promotions Manager</i> <i>Dalija Dragisic, Community Programs Manager</i> Highlights included: <ul style="list-style-type: none"> • Health Promotion • Aging Roadmap • CalFresh Healthy Living • Chronic Disease Self-Management & Feeling Fit Club • No-Cost Transportation & Digital Inclusion • Fall Prevention • Dementia Initiatives • Community Initiatives • Intergenerational Programs • Retired & Senior Volunteer Program • Outreach and Education

	<ul style="list-style-type: none">• South County Action Network (SoCAN)• North County Action Network (NorCAN)• CalFresh Expansion• Project Care• Family Caregiver Support Program• Caregiver Coalition of San Diego• Communications• AIS Quarterly Bulletin• Websites• Toolkits and Resource Guides															
7. Executive & Membership Subcommittee Report/Other Business	<p>a. Chair’s Report: Susan Mallett, Chair</p> <p>i. Subcommittee Appointments and Updates</p> <p>a) LTC Ombuds/Facilities Subcommittee – Appoint Elaine Lewis to Chair (Action) [M/S – F. Detsky-Weil / T. Kagan (Passed with 18 votes.)]</p> <p>b) Affordability in Aging Subcommittee – Appoint Dennis Leggett (Action) [M/S – S. King / T. Kagan (Passed with 18 votes.)]</p> <p>ii. Auxiliary Subcommittee Appointments</p> <p>a) IHSS Public Authority Advisory Committee</p> <p>- Appointment of Sabrina Bishop (Action) [M/S – S. King / S. Sirisakorn (Passed with 19 votes.)]</p> <p>b. Membership Report: Jacqueline Simon, Secretary</p> <p>i. Appoint Cristin Whittaker to partial term (Action)</p> <p>- Seat #13, effective immediately, to expire 2/13/2027 [M/S – T. Kagan / F. Detsky-Weil (Passed with 19 votes.)]</p> <p>ii. Appoint Elaine Lewis to 2nd term (Action)</p> <p>- Seat #16, effective immediately, to expire 4/13/2029 [M/S – S. Bishop / F. Detsky-Weil (Passed with 19 votes.)]</p> <p>c. Board of Supervisors Annual Visits (Dates posted as confirmed):</p> <table><tr><td>i. District #1: Vacant</td><td>[Vacant/Vacant]</td><td></td></tr><tr><td>ii. District #2: Anderson</td><td>[Phillips/Nocon]</td><td>2/26/2025</td></tr><tr><td>iii. District #3: Lawson-Remer</td><td>[King/Colburn-Hargis]</td><td>1/31/2025</td></tr><tr><td>iv. District #4: Montgomery Steppe</td><td>[Bishop/Milroy]</td><td>10/11/2024</td></tr><tr><td>v. District #5: Desmond</td><td>[Vacant/Vacant]</td><td></td></tr></table>	i. District #1: Vacant	[Vacant/Vacant]		ii. District #2: Anderson	[Phillips/Nocon]	2/26/2025	iii. District #3: Lawson-Remer	[King/Colburn-Hargis]	1/31/2025	iv. District #4: Montgomery Steppe	[Bishop/Milroy]	10/11/2024	v. District #5: Desmond	[Vacant/Vacant]	
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8. Ancillary Subcommittee Oral Reports	<p>a. LTC Ombudsman/Facilities (met 4/14/25): Elaine Lewis, Chair</p> <p>b. Healthy Aging (met 3/10/25): Wanda Smith, Chair</p> <p>c. Affordability in Aging (met 4/14/25): David Milroy, Chair</p> <p>d. Nutrition (met 4/9/25): Shirley King, Chair</p>															
9. Other Announcements																
10. Adjournment & Next Meeting	<p>Meeting adjourned: 2:00 p.m.</p> <p>Next Council Meeting: May 12, 2025, 12:00 p.m.</p> <p>5560 Overland Ave, 3rd Floor, Joaquin Anguera Room</p> <p>Future Subcommittee Meetings:</p> <table><tr><td>➤ Healthy Aging:</td><td>4/14/2025</td><td>2:15 p.m.</td></tr><tr><td>➤ Executive & Membership:</td><td>4/22/2025</td><td>9:00 a.m.</td></tr><tr><td>➤ Nutrition:</td><td>5/7/2025</td><td>1:00 p.m.</td></tr><tr><td>➤ LTC Ombudsman/Facilities:</td><td>5/12/2025</td><td>10:30 a.m.</td></tr><tr><td>➤ Affordability in Aging:</td><td>5/12/2025</td><td>10:30 a.m.</td></tr></table>	➤ Healthy Aging:	4/14/2025	2:15 p.m.	➤ Executive & Membership:	4/22/2025	9:00 a.m.	➤ Nutrition:	5/7/2025	1:00 p.m.	➤ LTC Ombudsman/Facilities:	5/12/2025	10:30 a.m.	➤ Affordability in Aging:	5/12/2025	10:30 a.m.
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Minutes respectfully submitted by Kendall Bremner.



In-Home Supportive Services Public Authority AGENDA ITEM

GOVERNING BODY

VACANT
First District

JOEL ANDERSON
Second District

TERRA LAWSON-REMER
Third District

MONICA MONTGOMERY STEPPE
Fourth District

JIM DESMOND
Fifth District

DATE: June 24, 2025

TO: Public Authority Governing Body

SUBJECT

ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY (DISTRICTS: ALL)

OVERVIEW

On May x, 2025 (x), the San Diego In-Home Supportive Services (IHSS) Public Authority Governing Body received the recommended IHSS Public Authority administrative budget of \$57,470,255 for Fiscal Year (FY) 2025-26 and set June 3, 2025, as the start date of public hearings for the budget. Today's action requests adoption of the FY 2025-26 final administrative budget for the IHSS Public Authority by resolution, which is required by State statute.

The County of San Diego (County)-operated IHSS program provides in-home assistance to approximately 46,200 low-income, aged, blind, and disabled individuals, enabling many 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. The IHSS Public Authority provides numerous services to nearly 41,900 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.

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. This will be accomplished by providing support to low-income, aged, blind, and disabled individuals enabling many to remain safely in their homes.

RECOMMENDATION(S)

EXECUTIVE DIRECTOR

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.

SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)

EQUITY IMPACT STATEMENT

The San Diego In-Home Supportive Services (IHSS) Public Authority conducts the California Department of Social Services State-mandated IHSS caregiver orientation, which provides detailed information regarding caregiver requirements and the IHSS program. This orientation and other requirements are mandated for prospective IHSS caregivers. IHSS caregivers assist IHSS recipients with in-home domestic and personal care services that include housecleaning, meal preparation, grocery shopping, laundry, bathing, and grooming.

To more equitably serve the community, the 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. Community feedback received resulted in the following:

- Creating customized training experiences for IHSS caregiver applicants needing special accommodations;
- Digitizing IHSS caregiver enrollment packets to improve the enrollment process;
- Attending and conducting job fairs throughout San Diego County, including the expansion to rural areas and virtual settings;
- Establishing and facilitating a virtual monthly IHSS caregiver support group; and
- Forming new relationships with community partners to provide additional resources to IHSS caregivers and recipients.

In addition, the IHSS Public Authority continues to provide vital documents and assistance in all eight County threshold languages, American Sign Language, braille, and 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%.

Adopting the Fiscal Year 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.

SUSTAINABILITY IMPACT STATEMENT

Today's proposed action supports County of San Diego (County) Sustainability Goal #1 to engage the community in meaningful ways, Goal #2 to provide just and equitable access to County resources and services, and Goal #4 to protect the health and well-being of everyone in the region. This is accomplished by 1) requesting and responding to recommendations and feedback from community stakeholders; 2) expanding training services and increasing IHSS caregiver recruitment efforts throughout San Diego County; and 3) administering IHSS caregiver support

**SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)**

services that assist IHSS recipients with remaining in their own homes and avoiding institutionalization.

FISCAL IMPACT

The recommended action provides spending authority of \$57,470,255 for the In-Home Supportive Services Public Authority for Fiscal Year 2025-26.

BUSINESS IMPACT STATEMENT

N/A

ADVISORY BOARD STATEMENT

This item was presented to the IHSS/Public Authority Advisory Committee as an informational item on May 9, 2025, and to the Aging & Independence Services Advisory Council as an informational item on June 9, 2025.

BACKGROUND

The County of San Diego (County)-operated In-Home Supportive Services (IHSS) provides homemaker and personal care assistance to approximately 46,200 low-income, aged, blind, and disabled eligible individuals, who need help to remain safe and independent in their own homes and avoid more costly institutional placement in nursing homes or other care facilities. The IHSS Public Authority was established, in accordance with State law, to act as the Employer of Record for IHSS caregivers and negotiate with the labor union. The IHSS Public Authority provides a multitude of services to nearly 41,900 IHSS caregivers, including training, payroll services, funding for benefits, and State-mandated caregiver enrollment, including criminal background checks. Furthermore, the IHSS Public Authority operates a registry of caregivers, which assists IHSS recipients in need of identifying an available caregiver. The IHSS Public Authority works in partnership with the County-operated IHSS program serving both IHSS recipients and IHSS caregivers.

In the current Fiscal Year (FY) 2024-25, the IHSS Public Authority provided:

- State-mandated enrollment training to 6,443 IHSS caregivers;
- Training and education services to 1,906 IHSS caregivers on the State-mandated Electronic Timesheet System;
- Registry training to 1,556 caregivers; and
- IHSS and Waiver Personal Care Services Back-Up Provider System services to 416 IHSS recipients in urgent need of a temporary IHSS caregiver.

Throughout FY 2024-25, the IHSS Public Authority continued to build upon the partnership with the IHSS caregivers' union, United Domestic Workers Union of America (UDW). The IHSS Public Authority worked collaboratively with local UDW leaders to address matters concerning UDW members, participated at the UDW annual in-person Caregiver Appreciation Day, attended the UDW membership meetings, and hosted the IHSS Public Authority virtual Caregiver Appreciation Event with 538 attendees. Additionally, the IHSS Public Authority participated in the Collaborative Solutions Committee with UDW leadership to resolve pending labor negotiation

**SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)**

issues. This required effective communication between IHSS Public Authority staff, County staff, and UDW organizers.

Below is an overview of the overall recommended FY 2025-26 administrative budget:

Administrative Budget Component	Fiscal Year 2025-26	Comments
Salaries & Benefits	\$6,829,401	\$0.1 million decrease due to salary adjustments.
Services & Supplies	\$3,887,361	\$0.2 million increase due to insurance coverage costs.
Health, Dental, & Life Insurance Benefits for IHSS caregivers	\$46,753,493	\$6.4 million increase due to increase in insurance benefit contributions for IHSS caregivers resulting from program growth.
Total	\$57,470,255	\$6.5 million or 12.9% increase from the Fiscal Year 2024-25 Adopted Budget.

The recommended IHSS Public Authority administrative budget of \$57,470,255 for FY 2025-26 represents an increase of 12.9% from the FY 2024-25 Adopted Budget of \$50,923,327. This increase is mainly due to increased health benefit contributions for eligible IHSS caregivers. In accordance with the revised Memorandum of Understanding (MOU) with UDW, authorized by the IHSS Public Authority Governing Body on February 7, 2023 (1), the IHSS Public Authority contribution for health and life insurance benefits is calculated based on the number of paid IHSS hours, at \$0.63 per paid IHSS hour. The FY 2024-25 Adopted Budget for health and life insurance benefits is budgeted at 64,067,198 paid IHSS hours, and in FY 2025-26, providers are projected to deliver 74,069,037 hours of service based on continued program growth.

Furthermore, the approved MOU includes contributions from the IHSS Public Authority for non-health benefits, including a \$50,000 annual payment for job-related personal protective equipment supplies, and an annual contribution to the UDW Trust of up to \$40,000 for distribution to IHSS caregivers to cover the cost of transportation passes. Health benefits and other non-health benefits are funded by IHSS federal and State revenues.

Pursuant to California Government Code Section 29088, today's action will authorize approval of the IHSS Public Authority FY 2025-26 recommended administrative budget by adopting 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.

SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)

LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN

Today's proposed action supports the County of San Diego 2025-2030 Strategic Plan Initiatives of Sustainability (Economy & Resiliency), Equity (Health & Economic Opportunity), Empower (Workforce & Innovation) and Community (Engagement, Safety, Quality of Life, Communications, & Partnership), and the regional *Live Well San Diego* vision by continuing to provide services to nearly 41,900 caregivers who assist approximately 46,200 low-income, vulnerable older adults, and disabled residents of San Diego County.

Respectfully submitted,

USE "INSERT PICTURE"
FUNCTION TO INSERT
SIGNATURE

Executive Director

ATTACHMENT(S)

Attachment A - ADOPT FINAL BUDGET FOR THE COUNTY OF SAN DIEGO IN-HOME
SUPPORTIVE SERVICES PUBLIC AUTHORITY FOR THE FISCAL YEAR COMMENCING
JULY 1, 2025