

**MEMORANDUM  
PLACER COUNTY HEALTH AND HUMAN SERVICES  
In-Home Supportive Services**

**TO:** In-Home Supportive Services Public Authority Governing Board

**FROM:** Richard J. Burton, M.D., M.P.H.  
Placer County Health Officer and Director of Health & Human Services  
Maureen F. Bauman, Director, Adult System of Care

**DATE:** July 11, 2006

**SUBJECT:** In-Home Supportive Services Public Authority Expense Reimbursement and Ethics Policy

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**ACTION REQUESTED:**

Adopt the In-Home Supportive Services Public Authority Expense Reimbursement and Ethics Policy.

**BACKGROUND:**

California State Assembly Bill Number 1234, Local Agencies: Compensation and Ethics, was approved by the Governor and filed with the Secretary of State on October 7, 2005. With the passage of AB 1234, local agencies that provide reimbursement for expenses to members of its legislative body are required to adopt a written policy that governs such expenses and subsequent reimbursements. Further, AB 1234 stipulates the requirement for all elected government officials of the subject local agencies to receive biennial ethics training.

The existing Placer County Administrative Rules, previously approved County policies and current County practice, are consistent with provisions outlined in AB 1234 and to a large extent address the intent of the legislation. However, since the In-Home Supportive Services (IHSS) Public Authority is a governmental agency separate from the County, it is advised that the IHSS Public Authority Governing Board have a policy that addresses the requirements of this new legislation. The proposed IHSS Public Authority Expense Reimbursement and Ethics Policy closely mirrors Chapter 3 of the Placer County Administrative Rules, Policies and Practices previously approved by the Board of Supervisors to meet the requirements of AB 1234.

**FISCAL IMPACT:**

This action has no fiscal impact to the County General Fund.

The following POLICY for:

**In-Home Supportive Services -  
Public Authority - Expense  
Reimbursement & Ethics Policy**

is on file with the Clerk of the Board  
for BOS meeting:

**July 11, 2006**