



**In-Home Supportive Services  
Public Authority Advisory Committee  
of Mariposa County  
Post Office Box 99  
Mariposa, CA 95338  
(209) 966-2000**

**MINUTES**

**Monday, May 11, 2015**

**Members Present:** Ron Schmidt, Paul Perry; Anne Zachary; Sally Punte; Colleen Charlton  
**Members Absent:** Sally Uribe  
**Staff Present:** Chevon Kothari; Nancy Bell; Rebecca Maietto  
**Staff Absent:** none  
**BOS Liaison:** John Carrier  
**Guests:** Daniel Quinn  
**Recording Secretary:** Kathryn Berry and Lydia Arre

1. **Call to Order and Introductions** – Chair Paul Perry called the meeting to order at 1:32 P.M.
2. **Public Comments** – No public comments.
3. **Approval of May 11, 2015 Agenda** – Motion to approve with the addition of “Identifying at Risk Residents” added to Agenda Item 9. Committee Concerns, made by Colleen C., motion to approve as amended seconded by Anne Z. – *motion carried.*
4. **Approval of April 13, 2015 Minutes** – Motion to approve by Colleen C., motion seconded by Paul P. – *motion carried.*
5. **CUWH – Union Status Update** – Miguel Espinoza will no longer be our Union contact. Edwardo Zamora will now be the Union Representative (Field Organizer) for this committee. Due to recent Union changes, the title of Item “5. CUWH – Union Status Update” will be updated to read “5. UDW (United Domestic Workers) – Union Status Update”. Edwardo Z. provided the following Union update:
  - A. Efforts are being made to restore the 7% cuts; Interested Mariposa and Madera county (and

other counties) Union members are attending the budget hearings in Sacramento, transportation is being provided by UDW (UDW will accommodate North County residents as much as possible); Ron S. shared that the county gave a counter proposal to the ratification vote, of a 2 year contract with an increase of 10% over two years (increase of 5% per year) for care providers. Providers will receive the first raise in the first year to \$10.61/hour, with \$11.14/hour at the end of two years.

## **6. Old Business**

### **A. Update of Progress of Services to Providers in North County at Coulterville Office – Chevon K.**

- i)** The Open House / Resource Fair in Coulterville will be held on July 18<sup>th</sup> (Saturday) from 10am-2pm. Lunch will be provided. Flyers are being drafted and will be ready soon.
- ii)** Hopefully by the end of this week, PP's will be able to have their ID Badge photo taken at the Coulterville office. The badge will then be printed and mailed to the PP.
- iii)** Chevon K. will speak with Dr. Ryder (Health Department) regarding drought related issues and concerns.
- iv)** It was reiterated, that most services that can be handled/provided in the Mariposa office can also be handled/provided in the North County office, as well.
- v)** The department is looking to fill a position of a Psych. Nurse as an extra help position. This person could work with Behavioral Health staff on drought related community outreach and crisis situations.

### **B. Ideas for North County – Open House / Meet and Greet – June 2015**

- i)** Item was discussed in Item 6.A.

### **C. Ethics Training**

- i)** Chevon K. shared that County Counsel has agreed to facilitate an Ethics Training for Mariposa County. A class date has been proposed for June or July of 2015. The plan is to provide a class annually.

## 7. New Business

### A. Committee Members to Attend (DCAD) and CICA Conferences held May 19<sup>th</sup> - 20<sup>th</sup>, 2015

- i) Member Claims have been submitted and are expected to be ready for pick up by the end of this week (week of May 15, 2015).

## 8. Committee Goals

### A. Medical Certification Forms Returned in a More Timely Manner

- i) Rebecca M. shared that a new process has been developed and implemented in regards to IHSS applications. Effective now, all IHSS applicants will have an in-home assessment conducted upon receipt of an application (even if the applicant has not yet been approved for Medi-Cal). A home visit at this initial stage, will allow for staff to coordinate with the applicant (and family members if needed) early on in the process and allow for a “warm hand-off approach”. Staff may help applicants complete the “Statement of Facts” form; but without a Release, staff cannot contact the applicants Doctor regarding the Medical Certification Form.
- ii) General discussion held: The Medical Certification Form is a State form and it cannot be edited; therefore, a Release signature area cannot be added to it. Possibility of adding a Release Form to the Application Packet was discussed.

## 9. Committee Concerns

### A. Membership

- i) IHSS Advisory Committee applicant Daniel Quinn was present. The Committee discussed his qualifications and voted in favor of adding Mr. Quinn as a member. Paul P. made a motion to add Daniel Quinn as a Committee Member in the category of Recipient, all were in favor - ***motion carried***. This secretary will create an Agenda Item so the matter can be placed on the BOS Agenda, for approval.

## 10. Updates

### A. Program and PA Updates – Rebecca Maietto

- i) **Water Issues in Don Pedro** – The County has identified IHSS Recipients in the Don Pedro area. Rebecca M. stated that there is a “watch list” of IHSS Recipients that may need extra assistance. The County has also spoken with the Health Department regarding ways to assist those at risk with the local drought issues. Mr. Carrier reported that the Sheriff’s Office also has an outreach program and there are several other local entities that are working together and processes have been developed to assist those in need. The County website and the Public Health website, have water/drought information, fact sheets and other resources available on their sites. The Health Department is exploring the possibility of placing large water tanks around the affected area. The OES (Office of Emergency Services) is also involved in working towards a similar goal, but on a larger scale.
- ii) **Stats** – Rebecca M. stated that some of the Reason codes had not been input in the report. Reason 1 is 43% and Reason 2 57% is Rebecca M. shared that per State law, the County has 45 days from the application received date, to make an approval/denial decision. If Medi-Cal is pending, the application is close to approval or re-scheduling is needed, more time can be allowed. Medical Certifications and Medi-Cal approvals are out of the counties hands and take the most time for approval/completion.
- iii) **Preferred Providers** – The number of PP’s maintains at 47, with some Providers lost and some gained since the last reporting. Letters have gone out to those PP’s that have not provided in over one year.
- iv) **QA (Quality Assurance) Audit** – Rebecca M. provided and read aloud, two handouts (“Outcomes” and “County and State Wide Trends Comparisons”) that showed the results of the 30 IHSS cases reviewed, as well as the counties overall standings.

Mariposa has a higher percent of authorized hours, due to the rural location. The percent of overdue re-assessments was 0% and Mariposa received a certificate for being number one in the state for up-to-date reassessments. There will be another QA audit next year.

- v) **IHSS Unit / Staff Changes** – Rebecca M. shared that Sheila Baker (present at meeting) will now be the supervisor for the IHSS Unit and will handle Recipient related issues. Rebecca M. will continue handling the PA and the providing the program report and handling Provider services.

#### **B. CAPA – Rebecca Maietto**

- i) There is talk of sending surveys out to Recipients regarding input on their Providers; Many Providers are working for local agencies due to higher pay (in larger counties, but not in Mariposa), recruitment and retention is declining; No legislation updates; There are some DOJ reports that are not showing a complete criminal history; Arrest logs are looked at daily; The county can put a “hold” on a list if there is concern.

#### **C. CICA Conference Call – Ron Schmidt**

- i) CICA has asked for VP (Vice President) nominations for several areas; Karen Keesler from CAPA discussed AB 492 Coordinated Care Initiative and Consumer Bill of Rights, both are being worked on; The CICA Summit and DCAP Day are coming up next week in Sacramento; Have taken polls on several bills that have passed, that affect the disabled community; Budget hearings were held last week on the 7<sup>th</sup>, with no direct conclusions yet; Discussion on restoration of the 7% cuts on hours; Over Time; Efforts are being made to allow 3 sick days per year for Providers; Looking for Disability Rights Board applicants; List of CICA’s yearly accomplishments (Ron can provide if requested); CICA would like Advisory Committee’s to get more involved with legislation and issues regarding SI (Severely Impaired) which constitutes less than 10% of the

State population.

- ii) CICA had mailed the county a letter with updated fliers. The letter was passed around for all to read and the fliers were distributed.

**D. Monthly Financial Update – July 2015 – Nancy Bell**

- i) Nancy B. reported that there are only two weeks left in this Fiscal Year.

**E. County and Network of Care Website Updates**

- i) Chevon K. reported that a Homelessness Strategic Plan has been created and will go to the BOS for approval at the end of this month.
- ii) Human Services is in the process of re-structuring. Nancy B. will no longer be the Deputy Director of Social Services. This position has been split into two positions with the addition of a Deputy Director of Employment Services. The positions will be recruited and filled by this summer.

**F. BOS Update – Supervisor John Carrier and/or Rosemarie Smallcombe**

- i) Supervisor Carrier reported that Department Head reviews are currently being conducted and should be completed this week. These results cannot be made public; There have been significant changes and accomplishments within many departments; Department Heads are working on budget approvals; In two weeks, Supervisor Carrier will attend the CSAC Conference. If members have any issues they would like presented in this forum, please let Supervisor Carrier know; The county has been very proactive with drought issues as well as with issues regarding the many dead trees and high fuel loads. Grants to remove the dead trees from private property are in the works; Several local entities are working together to inform the public of issues and of proactive procedures, plans, etc. Flyers are circulating in the community; The Sheriff's Office operates the NIXLE system, where community members can sign up (County Website) to receive information, emergency alerts, updates, etc. the contact number for

this service is (209) 966-1133.

**11. Next Scheduled Meeting Date**

**A. June 8, 2015**

**12. Adjournment** – Paul P. adjourned the meeting at 3:05 P.M.