



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

MINUTES

Monday, November 14, 2016

Members Present: Sally Punte; Paul Perry; Ron Schmidt; Colleen Charlton;
Members Absent: Marvita Seawell; Michele Wildhaber (unexcused)
Staff Present: Jillian Rodriguez; Tamara Bristow; Sheila Baker
BOS Liaison: Marshall Long
Guest: Denise Flippo
Recording Secretary: Monica Ramirez

- 1) **Call to Order and Introductions** – Paul P. called meeting to order at 1:31 P.M.
- 2) **Public Comments** – None.
- 3) **Approval of November 14, 2016 Agenda** – Colleen C. made a motion to approve the Agenda, and Ron S., seconded, motion carried.
- 4) **Approval of October 3, 2016 Minutes** – Ron S., made a motion to approve the Agenda, Sally P., seconded the motion, motion carried.
- 5) **UDWA - Union Status Update** – None.

Old Business -

- a) **Membership: Openings & Advertisement for new Committee Members:** Sally P., mentioned that Marvita S. has not been present for at least three meetings with no notification. Paul P., stated we need to send a letter to see if she is still interested in being on the Committee or if she would like to resign. Monica R. stated that Michele W. needs to complete Ethics Training. Paul P., asked Ron S. to please ask her if she will complete the

Ethics Training. Ron S. stated he would discuss this with her. Colleen C. announced that she will be moving out of County when her home sells. Committee discussed with Colleen C. resignation from Committee, Colleen C. agreed to stay on until she moves. Marshall L. posted flyers in Hornitos, and asked for a document showing what qualifies someone to be a member of the Committee.

6) New Business-

- a) Withdraw Prescriptions from Agenda. Ron S. spoke with the CEO of John C. Fremont and when a doctor is on vacation there will be staff available to provide RX maintenance. It is the responsibility of consumer to call for refill of prescriptions. If Recipient is in the hospital, they will need to ask for their RX back. Care provider can assist. Ron S. made motion to withdraw Prescriptions from the Agenda, Paul P. seconded the motion, motion carried.

7) Committee Goals-

- a) **Fill Committee Member Openings:** To fill all Committee Member openings.
- b) **Provide ideas for Committee Trainings:**
- c) **Committee Concerns** - Committee concerned as more members are needed. Discussion was made on whether to place articles in the local papers, and whether to invite the paper to the next meeting. Sheila B. advised that we need to include Chevon K. in that decision prior to proceeding with inviting the paper to the meeting.

8) Updates -

- a) **BOS Update – Supervisor Marshall Long:** Marshall L. reported that CAO position Mary is retiring at the end of the month. We are doing several interviews for this position. We continue to work on the Economic Vitality Strategy Update for bringing families back into the county by creating jobs, and offering good housing. We are losing population, jobs, and housing, our populations is aging rapidly; 12 years average in 10 years. Hornitos School, and Spring Hill School maybe closed and sold. High School in need of

maintenance, the portables are condemned. The buildings require rewiring due to technology advancing, that is expensive. No new updates for transportation. The Court House has a new roof and the clock has been repaired. He is proud of Mariposa County as things are going smoothly. May have found new location for the wood sorting project.

b) **Program Update – Baljit Gill:** Update provided by Jillian R. no new changes, they are still following up with IHSS Applicants that were denied for reason codes 3 and 4. Colleen C. questions the consistency of report. Monica R. stated she would review the reports and provide reports again at the next meeting.

c) **PA Update: Tamara Bristow:** Tamara B. reported on Section 8 homes, and provided explanation of the process. No clients in Don Pedro area are utilizing Section 8 Vouchers at this time, and there are still vouchers available. Electronic Time Sheets are in the works; Providers and Recipients should be in the system in about 7 months. They are working on getting this out to the public. There will be trainings held for explaining how to use the new time sheets.

d) **CAPA Update – Tamara Bristow:** Tamara B. stated that the number of violations have gone down. Our Program Integrity Department handles resolving the violations. This is a work in progress. The Electronic Time Sheets will prevent some of the violations. Ron S. asked if there will be training for consumers. Tamara B. encouraged communication between Provider and Recipients to keep track of hours. They want Providers to get their correct amount of hours when there is more than one Provider. Union deductions are inconsistent, State Union looking into this issue.

e) **Monthly Financial Update – Chevon Kothari:** None.

f) **Department Updates – Chevon Kothari:** None.

12) Next Scheduled Meeting Date: December 12, 2016 at 1:30pm- 3:00pm; Potluck.

13) Adjournment – Paul P. Adjourned meeting at 2:30 P.M.