



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

**MINUTES
Monday, December 12, 2016**

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

- 1) **Call to Order and Introductions** – Chair Paul P. called the meeting to order at 1:45 P.M.
- 2) **Public Comments** – Colleen C., motioned to move to Committee Concerns and accept the Resignation Letter from Michele Wildhaber, Ron S., seconded – all members approved- **motion carried.**
- 3) **Approval of January 9, 2017 Agenda** – Colleen C., made a motion to approve the Agenda, Paul P., seconded the motion, all agreed - **motion carried.**
- 4) **Approval of November 14, 2016 Minutes** – Colleen C., made a motion to approve the Minutes, Ron S., seconded the motion, all agreed - **motion carried.**
- 5) **UDWA – Union Status Update** – No update given as Carrie Y. was not present. Monica R., provided Committee with copy of email from Carrie Young.
- 6) **Old Business -**
 - a.) **Membership: Openings & Advertisement for new committee Members-** Monica R., reported that there has been no response to the openings posted. Baljit G., reported that Greg from the newspaper, is coming to meet with her on Wednesday to discuss placing

articles in the paper to recruit for Committee Members. Paul P., recommended reaching out to the Editor of Sierra Sun Times.

7) New Business –

- a.) Committee Member's Resignation Letter - Paul P., made motion to accept the Resignation Letter from Michele Wildhaber, Colleen C. seconded; all members approved – motion carried.
- b.) Letter to Marvita S. regarding intent to remain on the Committee to be mailed out promptly, and include ten (10) day time limit for response.

8) Committee Goals –

- a.) Fill Committee Member Openings

9) Committee Concerns: Paul P., accepts the resignation of Michele Wildhaber, Colleen C., seconded the motion – motion carried. Discussion was made on absence of member Marvita S. Colleen C. requested that revise the letter to Marvita S., adding a ten (10) day time limit for her response. Monica R. will send revised letter to Paul P. for signature.

10) Updates:

- a.) **BOS Update – Supervisor Marshall Long:** Supervisor Long discussed that Command at Fire Department needs to be worked out. They're working on a plan for command control of the Fire Department, currently there are not enough volunteers. D.B. has brought stability to the Fire Department. Marshall L., also mentioned that CSAC info is coming out, but there is no set date as of yet. Forest Service is not working on the dead tree problem. "Made in Mariposa" program is going well, Christmas shopping in Visitor Center Chamber of Commerce. Housing in our County is still a major concern. Stated that the need to manage our water storage is growing. He wants to recruit more members and feels that the Public outreach has been good.
- b.) **Program Update – Baljit Gill:** We continue to be timely with Intakes, and will begin implementing an Outreach plan annually for those who were denied. Social Worker will begin trying to attend doctors' appointments to see if we can speed up the time frame it takes to receive MEDS Certs. We hired a Nurse Practitioner to start in January. Colleen C., asked if we could begin asking clients whether they have transportation needs.
- c.) **PA Update – Tamara Bristow:** Reported that they're actively recruiting, as there are not enough providers to meet the needs. DOJ processing is speeding up. Over Time problems are improving. In July the electronic time sheets will begin being implemented. The violation rate right now is low, folks are beginning to understand it. Ron S., brought up that Providers aren't asked to be Union, it is Voluntary. Tamara B., clarified that yes, the Union is voluntary.
- d.) **CAPA Update – Tamara Bristow:** No update to report.

- e.) **Monthly Financial Update – Chevon Kothari:** Reported on the Financial Report (Attachment E) and the Case Activity report has remained steady over the years. Budgets & Elections will be in January.
- f.) **Department Updates – Chevon Kothari:** Reported that six individuals have been approved for housing (HUD) providing services. Progress is being made on the housing development plans. Chevon K., mentioned that there is a SW Aide here named Michael, and he is working with 2-1-1, and is a good resource person for clients. And January 2nd 2017 applications for HEAP are now available.

11) **Next Scheduled Meeting Date:** January 9, 2017

12) **Adjournment –** Paul P. adjourned the meeting at 2:30 P.M.