



In-Home Supportive Services Public Authority Advisory Committee

Of Mariposa County

PO Box 99

Mariposa, CA 95338

(209) 966-3609

Minutes

Monday, August 9, 2010

Members Present: Tim Davis, Colleen Charlton, Sally Uribe and Linda Lefforge (via phone)

Members Absent: Jeri Correia

Staff: Curtis Hinton, Nancy Bell

Guests:

Recording Secretary: Heidi Estep

Quorum: **Yes**

1) Call to Order and Introductions

a) Linda called the meeting to order at 1:18pm

2) Public Comments

a) None

3) Approval of August 9, 2010 Agenda

a) Colleen moved to approve the agenda Sally second. Agenda approved

4) Approval of July 12, 2010 Minutes

a) Tim moved to approve minutes, Colleen second. Agenda approved.

5) CUHW Representative – Union Status Update

a) **No update**

6) Staff Updates

a) Program Updates

No update; Curtis to attend meeting in Sacramento on Wednesday. Linda asked about direct deposit; discussion.

b) Orientation Booklet

What does each provider get? The committee wants to see and receive everything each provider goes through. Therefore, it was decided to do an orientation for the

committee members at the next meeting including the video. That way staff can meet the committee too.

c) Registry Update

Curtis states that we currently have 32 and 9 pending applications. Curtis states that in his opinion that they are getting to the people that are just not going to follow through. Orientations are scheduled through October, as needed after that. Linda asked if there is work for those on the registry, Curtis stated that it varies since there are so many people looking for work. Colleen asked if there were any clients not being served. Curtis stated not at this time.

d) CAPA Conference

Curtis passed out the agenda for Friday's meeting and the minutes for the June meeting.

e) CICA Conference Call

Colleen moves that delegates remain the same, Sally and Tim, Linda seconded.

7) Old Business

a) Public Authority Goals

No update

b) Advisory Committee Goals

No Update

c) Draft of Recipient Survey

Colleen moves to remove the production of the Recipient Survey for this year. Sally seconded.

d) Membership Recruitment

Colleen wrote a letter to the Board of Supervisors regarding new members. Linda will review, edit and email all committee members for final approval. Linda will create an article for the Gazette complete with historical information.

e) Local Resource Guide

No update; Nancy proposed that since it is a committee project, have the recording secretary do the updating and editing. Take out all the non-Mariposa businesses. Sally will get the Public Authority phone numbers for the other areas for the disclaimer. Recording secretary will email to committee for additional corrections prior to finalization. Colleen moves that the recording secretary take over the project for up to 10 hours work. Tim seconds.

8) New Business

a) PA Training

Curtis has the DVD Infection Control and Blood Born Pathogens. Curtis will create a copy for each of the committee members and mail it to them for review.

b) PA Distribution of gloves and hand sanitizers

Committee authorizes Nancy to purchase large bottles of hand sanitizers and least expensive medium and large, non- powdered gloves, and distribute to recipients. Colleen and Sally will draft a brochure on infectious disease to include with the gloves.

c) Legislative Update (Sally)

No update; no budget

d) County Transportation – Rules of Ridership

Colleen read the draft she prepared, discussion followed. Colleen moves to revise the Rules of Ridership as discussed. Tim seconded. Linda will send to all committee members for final approval.

e) **Ethics Update (Gerry)**

Colleen will contact.

9) **Committee Concerns**

10) **Adjournment 2:18 p.m.**

11) **Next meeting September 13, 2010 – Orientation video, cake.**