



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

**MINUTES
Monday, June 9, 2014**

Members Present: Sally Punte; Ron Schmidt; Anne Zachary; Sally Uribe
Members Absent: Colleen Charlton; Paul Perry
Staff Present: Nancy Bell
Staff Absent: Chevon Kothari; Rebecca Maietto
BOS Liaison: BOS Representative John Carrier
Guest(s): Miguel Espinoza - CUWH Union Representative
Recording Secretary: Kathryn Berry

1. **Call to Order and Introductions** – Vice Chair Sally P. called the meeting to order at 1:30 P.M.
2. **Public Comments** – none
3. **Approval of June 9, 2014 Agenda** –Approval of Agenda motioned by Sally U., motion seconded by Ron S. – *motion carried*.
4. **Approval of May 12, 2014 Minutes** – Approval of Minutes with the addition of “BOS Liaison: John Carrier” added to the top of the Minutes motioned by Sally U., motion to approve Minutes as amended seconded by Anne Z. – *motion carried*.
5. **CUWH – Union Status Update – Miguel Espinoza**
 - A. Miguel E. reported that over 100 CUWH members attended the Disability Capitol Action Day Conference recently held in Sacramento. Miguel E. reported there was local news coverage during the conference. Some main topics discussed during the conference included: trying to get the full 8% cuts restored and the prevention of the Governor’s proposal to end overtime and limit Provider hours to only 40 per week. (The Governor’s budget is due out this Saturday). Some counties are having their Providers collect signatures for the ballot initiative trying to make it mandatory that Providers wages always remain \$1 over minimum wages. Miguel E.

reported that Tuolumne County does not have a Public Authority nor an Advisory Committee, they only have a Consortium. Miguel E. stated that he uses Mariposa's IHSS PA Advisory Committee as a model.

6. Updates

A. Program and PA Updates – Rebecca Maietto – Absent – Nancy B. Reported

i) Stats - Stats were provided in the Agenda Packet. There was question by the Committee as to the reason(s) for Denials, i.e.: did the applicant not turn in/complete the necessary paperwork for the Medi-Cal application or were they truly not eligible for the program? Nancy B. stated that both situations could be the reason for a denial. IHSS application approvals and Medi-Cal program approvals have different timelines. The county is currently out of compliance with Medi-Cal approval timelines due to the overwhelming number of applicants associated with Health Care Reform.

(a) The Committee agreed that it would like an area titled "Discontinuances", to be added to the caseload Stats provided by Rebecca M., with specific reasons included for such discontinuances.

ii) Nancy B. reported that currently there is no shortage of available Providers.

iii) Training - Nancy B. reported that the Human Services Department will be holding a Mental Health First Aid Training on June 12, 2014 from 8am - 4:30pm. This training will be made available to Providers and an informational (yellow cardstock half sheet) handout has already been mailed out to all Providers. A sample of the handout was passed around for viewing. This Committee expressed satisfaction with the training as it covers many helpful topics and provides necessary information for Providers.

(a) The Committee suggested the possible need of an additional training for Providers, covering the topic of "Coping Skills". Nancy B. will look into the matter.

iv) Provider Wages - Nancy B. clarified that the first phase of Provider wage increase will

be July 1, 2014 to \$9.84 per hour, with the next phase of the increase effective August 1, 2014, with wages then going up to \$10.10 per hour. These increases are done through the State and are under the control of the State Controller's Office.

B. CAPA – Rebecca Maietto – Absent – Nancy B. Reported

- i) Nancy B. stated that the CAPA report contains similar information/topics as the Union report provided by Miguel E., with the Governor's proposed budget and ending Overtime being the main topics of discussion.

C. CICA Conference Call – Ron Schmidt

- i) Last CICA Call included discussion of Questions and Answers fielded during the recent Disability Capitol Action Day (DCAD) held in Sacramento.
 - (a) Topic of missing Provider checks was mentioned often. It was suggested that Counties have clear Policies and Procedures and establish protocols and an orderly chain of options to handle such cases/situations.
- ii) CICA is encouraging Committee's to share their Minutes with each other and with CICA. The sharing of Minutes would have to be voted on by each Advisory Committee.
 - (a) Ron S. made a motion to share this Advisory Committees meeting Minutes with CICA by adding CICA to the Mariposa County auto email list, to allow CICA to receive this Committee's Minutes once finalized, submitted and posted to the county site. Motion seconded by Sally U. – ***motion carried.***
- iii) Ron S. shared that it was announced during DCAD, that the Senate Budget Committee had recommended against the Governors 40 Hour Limitation Proposal, and would now have to go to the Senate for approval.
- iv) Time delays with the handling of timecards in Chico came up in during the call.
- v) The 75 Hour Training Initiative was discussed.
- vi) Integrating IHSS into Cal Medi-Connect, and an invitation to join the Cal Medi-Connect

Provider Learning Forum in Sacramento on July 11th.

vii) Ron S. reported that under CAPA, there was discussion about the visually impaired.

(a) It was asked if Mariposa County has any visually impaired. Nancy B. stated that she was uncertain if there are currently any visually impaired Consumers, but that there had been in the past. Ron S. reported that it is required that visually impaired Consumers be provided with information about and referrals to: community, public and non-profit entities that provide reading services.

viii) Ron S. reported that he and Paul P. had met with an Assembly Member during DCAD regarding a Disability Caucus that Ron S. is working on. There was less than favorable information/feedback received on the subject. Ron S. stated that he will continue to pursue other avenues in the matter.

D. Monthly Financial Update – Nancy Bell - None

E. County and Network of Care Website Updates – Nancy Bell

i) Nancy B. reported that the county is looking at adding staff to assign to specifically work on the website and its contents. More county staff is needed before moving forward.

F. BOS Update – John Carrier - It was determined that it will be at the discretion of Mr. Carrier, on which topics he will share and provide updates on, as they pertain to this Committee (i.e. County wide issues or Human Services specific issues/topics, etc.).

i) Mr. Carrier reported he had recently attended the Area 12 meeting on Aging. It was reported that the Federal Sequestration had previously required 3 month budgets to be prepared all year long. That requirement has changed starting this Fiscal year, to require only 1 budget per fiscal year to be submitted to the feds.

ii) In the Governors revised budget, there is a little more money available for Human Services; however, the amount is very small Statewide and will not make much difference.

- iii) Chevon K. will soon be bringing items to the BOS addressing some Human Services program changes and updates.
- iv) There have recently been two fires in the Hunter's Valley area, with 3 occupied homes taken. Fuel moistures and conditions are typical of that seen in late August. Mr. Carrier advised caution, safety and awareness.
- v) The county High School, Sheriff's Dept., CHP, Co. Fire, Mercy Ambulance, and JCF Hospital have recently collaborated and created a video on YouTube titled "EFM Mariposa" (EFM stands for Every Fifteen Minutes). The video shows the perils of drinking and driving. The video is of high quality and was produced and edited by many volunteers throughout the community.
- vi) The County's new Human Resources Director has recently resigned. Recruitment to fill the position will start very soon.
- vii) Cindy Larca has resigned from Human Services, and will be filling the position of Assistant Administrative Officer for the County of Mariposa.

7. Old Business

A. ID Badges for Non-Preferred Providers

- i) Nancy B. stated that there has not been a great response from Preferred Providers to come in to get ID Badges issued to them. There are currently approximately 85 PP's and only 15 came in to get Badges, the reasons for this are unknown. The next few months will be spent looking into the specifics of the reasons as well as how to best overcome any limitations/issues. Issues/areas of resistance found will be brought back to the Committee. Focus will be on getting PP's on board, then focusing on issuing Badges to Providers.
 - (a) General conversations regarding pharmacies and concerns around prescription issuance.

(b) Item to stay on Agenda.

B. Update of Progress of Services to Providers in North County at Coulterville Office

- i) Nancy B. reported there are technical difficulties in getting the necessary and appropriate T1 Lines set-up in the Coulterville office. There are infrastructure issues that are causing delays in the project, such as the current conduit (pipe that holds the wires) is too small and needs to be removed and replaced before new wiring can be installed. Nancy B. reported that she recently met with the IT Director and staff, project direction at this point is uncertain. Hughes Net is currently still up and running but there are no remote services/satellite capabilities.
- ii) Mr. Carrier shared that even if/when a new T1 line is installed, the County's current computer infrastructure (bandwidth) is at its maximum limit and there is currently no funding in the budget to support complex upgrades. Grant opportunities could be looked into as possible options/solutions.
- iii) Item to stay on Agenda.

C. Policies and Procedures Regarding IHSS Complaints

- i) Nancy B. reported that Rebecca M. has recently written up a Policy and Procedure and it is believed to have been finalized and currently in effect. Nancy B. will speak with Rebecca M., who will then provide a written copy of the finalized P & P to this Committee.
- ii) Item to stay on Agenda.

D. Resource Guide Update

- i) Discussed in Item 6.E.
- ii) Item to stay on Agenda.

8. New Business

9. Committee Goals

A. Ways to Promote Usage of County Website

- i) Can the number of “hits” to the county website be tracked? Mr. Carrier will ask Rick B. regarding the specifics of tracking “hits” on the website.
- ii) The possibility using the County site to encourage PP’s to get and wear their badges was discussed.
- iii) Nancy B. clarified that the Network of Care website is well designed for much more broad based research; however, it is not the best forum to organize local resources. The local resource site will be the County website or the Community Link page through Mariposa Safe Families (MSF).

B. Presentation to Board of Supervisors

- i) Mr. Carrier stated that the Browne Act limits what information he can share with other BOS members. Mr. Carrier reported that most of the BOS members are not up to date on the IHSS Program (including: population served, trainings, procedures, etc.) nor this Committee’s charges. Mr. Carrier suggested this Committee give a brief (5 minute) informative presentation informing the BOS and the public, either quarterly or bi-annually.

10. Committee Concerns

- A.** Nancy B. mentioned that historically, business cards had been created for the IHSS Committee members. The idea of creating cards for this Committee’s members was highly received. Interested Committee members will contact this Secretary with the specific information they would like included on their cards.
- B.** It was reported that Mariposa Safe Families will be having their annual Safe At Home event in Coulterville County Park next Saturday. The Lyons Club will also be there conducting hearing and vision testing.
- C.** Ron S. inquired regarding the Provider Training Schedule (CPR and First Aid specifically).

Nancy B. will look into it.

- i) Ron S. inquired as to whether or not ID Badges could be issued when Providers come into the office to attend trainings. This is a possibility.

11. Next Scheduled Meeting Date

- A. The next scheduled meeting will be July 14, 2014.

12. Adjournment – Vice Chair Sally P. adjourned the meeting at 2:37 P.M.