REMINDER: Bring a side dish or dessert for the potluck!

## Solano County IHSS Public Authority Advisory Committee Agenda Monday June 11, 2012

11am - 12:30pm Training; 2:00 - 4:00pm Board Meeting 2101 Courage Drive, Fairfield, Multipurpose Room

In compliance with the Americans with Disabilities Act (ADA) of 1990, the County will provide accommodations for persons with disabilities, who attend public meetings. If you have the need for an accommodation, such as interpreters or materials in an alternative format, please contact Teri Ruggiero at (707)784-8803.

If you wish to address any item on the Agenda, please submit a Speaker Card to staff before the Committee considers a specific item. Cards are available at the front door or from staff. Comments will be limited to three (3) minutes.

If you wish to speak on an issue not included on the Agenda, please see Item #2.

| ITEM/DESCRIPTION                   | PRESENTER     | TIME**  |
|------------------------------------|---------------|---------|
| 1 Open Meeting/Welcome             | Donna Brown   | 11:00am |
| 2 Distribute Updated Handbook      | Teri Ruggiero | 11:05am |
| 3 AB1234 Ethics & Brown Act Review | Lauren Rolfe  | 11:15am |
| 4 BREAK for Potluck Lunch          | All           | 12:30pm |
| 5 Reconvene                        | Donna Brown   | 2:00pm  |
| 6 Public Comment:                  | Public        | 2:05    |

This is an opportunity for the Public to address the Committee on a matter not listed on the Agenda, but the comments must be within the subject matter jurisdiction of the Committee. Please submit a speaker card before the first speaker is called. Comments will be limited to 3 minutes.

| 7 | Action Items  | Donna Brown          | 2:10 |
|---|---|----------------------|------|
|   | A – Review and Approval of Age<br>B – Approval of Minutes from Ma                         | nda<br>arch 2012     |      |
| 8 | PA Administrator Report  A – Administrator Report (memory)  B – Upcoming Discussions with | <b>Teri Ruggiero</b> | 2:15 |
| 9 | SEIU-ULTCW Union Report   | TBD                  | 2:30 |

## Solano County IHSS Public Authority Advisory Committee Agenda Monday June 11, 2012

11am - 12:30pm Training; 2:00 - 4:00pm Board Meeting 2101 Courage Drive, Fairfield, Multipurpose Room

| 10 | <b>Advisory Committee Member Reports</b>  |   | 2:45 |
|----|---|---|------|
|    | <ul> <li>A - Spring Outreach Event</li> <li>B - Solano Transportation Committee/CICA</li> <li>C - Independent Living Resources</li> <li>D - Senior Coalition, Area Agency on Aging</li> </ul> | Kathy Mitsopoulos<br>Shirley Stacy<br>Susan Rotchy<br>Tracee Stacy, Teri Ruggiero |      |
| 11 | Discussion Items (potential action items  | ALL   | 3:00 |
|    | A – Advisory Committee 2012/2013 Bud<br>B – Update on Duals Demonstration Proj<br>C – Governor's Budget Proposals - May F<br>D – 5/30 Visit with Linda Seifert regardin                       | ect (memo)<br>Revise Update (email)   | ıgs  |
| 12 | Added Agenda Items & Member Commen  | ts  | 3:45 |
| 13 | ADJOURN   |   | 4:00 |

## \*\* = times are approximate

## **Future meeting dates and location:**

| Date & Time                                 | <u>Event</u>                                       | <u>Location</u>                                    |
|---|--|--|
| Monday, August 20, 2012<br>2:00pm-4:00pm    | Board Meeting                                      | 2101 Courage Drive, Fairfield<br>Multipurpose Room |
| Monday, October 15, 2012<br>2:00pm-4:00pm   | Board Meeting                                      | 2101 Courage Drive, Fairfield<br>Multipurpose Room |
| Monday, December 10, 2012<br>11:00am-4:00pm | Strategic Planning & Holiday Potluck/Gift Exchange | 2102 Courage Drive, Fairfield<br>Multipurpose Room |

## Solano County IHSS Public Authority Advisory Committee MINUTES

## **Board Meeting**

Monday March 19, 2012, 2:00pm to 4:00pm 2101 Courage Dr Fairfield CA Multipurpose Rm.

Members Present:

D. Brown, K. Mitsopoulos, N. Fernandez,

J. Metzler, S. Stacy, T. Stacy, Susan

Public Present:

Sandi Hilton (New Member Elect), Union

Staff present:

Teri Ruggiero, Teri Tomei-Klamen,

Michael Silas

## # Item/Description

## 1 Welcome/Introductions of Guests - Donna Brown

The meeting convened at 2:05 pm

## 2 Public Comment

No public comments.

## 3 Action Item- Review and Approval of the Agenda

The agenda was reviewed and amended to remove C. Paschal due to no show for meetings, committee to meet 6-8 times a year in 3c, T. Stacy made a motion, seconded by N. Fernandez to approve the agenda as amended. Motion carried.

## 4 Action Items -

- A. Approval of Agenda: Nieves moved to approve and Teri K. 2<sup>nd</sup>, motion passed
- B. Approval of Minutes of 1/9/2012: Nieves moved to approve and Susan 2<sup>nd</sup>, motion passed
- C. Application of Sandi Hilton for Membership: Donna reported that her and Kathy interviewed Sandi and recommended we accept his application for membership to the Advisory Committee; Tracee moved to approve and Nieves 2<sup>nd</sup>.

## **5** PA Administrator Report:

Teri reported that since medical certification went into effect, they are seeing a drop in paid IHSS hours. This puts the PA at risk. This is a state wide trend. They are seeing the same drop in applications. Client #s are staying the same. The registry is flat. Out of 100 interviews they were only able to

# Solano County IHSS Public Authority Advisory Committee MINUTES Board Meeting Monday March 19, 2012, 2:00pm to 4:00pm

Monday March 19, 2012, 2:00pm to 4:00pm 2101 Courage Dr Fairfield CA Multipurpose Rm.

add 30 new providers to the list due to no shows and not passing reference checks. The registry is open. The match rate has dropped from 70% to 50%. Teri did a quality control check on volume and the numbers are accurate. There are over 500 caregivers on the wait list for health benefits. This is a two year wait. Negotiations are still ongoing. If someone works less than 80 hours a month they are eligible for low income health plan. The last printed newsletter went out. The County has a policy to use Office Depot to print. They are working on the website, recruitment, reference checks, etc. Invites to the Spring Conference went out to registry. They are down 5% in budget but think they will keep the team they have now. The Dept could be getting its own Live Scan machine. On 3/8 there were 80 people present for the recruitment with only 17 signing up.

## 6 IHSS Report:

Teri K. updated on REVA success. The process is faster and they are processing many people.

## **7 SEIU-ULTCW Union Report**

The Union Rep (Karen) reported that they are 100% committed to consumer choice in reference to managed care. Concerned about how the Union finds out about new processed caregivers from County. In Oakland there is an orientation three times per month. They would like to do the same in Solano County. They want to put plexi glass over the Union board at the County to protect info. Nieves let her know she never met anyone from the union as a caregiver. There are Union meetings every 3rd Tuesday at 5:30 PM at 2300 Boynton Ave and they are potlucks.

## 8 Advisory Committee Member Reports:

- A. Spring Outreach Event: Planning is going well. Speakers are taken care of. Mary's will cater. Teri provided a donation letter.
- B. Solano Transportation Committee/CICA: Not much to report on CICA and will report next time on transportation.
- C. Independent Living Resources: Moved offices to 470 Chadbourne Rd.

## 9 Discussion Items:

- A. PA Website: Actively finalizing it as it will become the main means of communication.
- B. Issues/Opportunities for Advocacy: A Memo went out to the Board

# Solano County IHSS Public Authority Advisory Committee MINUTES Board Meeting Monday March 19, 2012, 2:00pm to 4:00pm 2101 Courage Dr Fairfield CA Multipurpose Rm.

with all the info to understand whats what.

- C. May teleconference after Governor's May Budget Revise: No action
- D. Discuss Meeting Monthly: Will be put on a future agenda item.

**10 Adjourn:** 4:15 PM

## PUBLIC AUTHORITY OFFICE

275 Beck Avenue, MS 5-190 Fairfield, CA 94533 Phone: (707)784-8200 Fax: (707)435-2388



## **PUBLIC AUTHORITY STAFF**

Teri Ruggiero, Administrator Nancy Cheung, Social Worker III Michael Silas, Office Assistant II Gina Chen, Accounting Clerk II

June 11, 2012

TO: Solano County IHSS Public Authority Advisory Committee Members

FROM: Teri Ruggiero, Public Authority Administrator

**SUBJECT:** Administrator Report

## Registry Services Provided

Please find attached to this memo the statistical report regarding Registry services being provided. Highlights include:

- IHSS paid hours remains flat, along with the number of clients receiving IHSS.
- We have added 35 new caregivers to the Registry. Recruitment sessions continue.
- As of April 2012, we have received 255 requests for caregivers, and we successfully matched 129, a 51% success rate.
- PA Staff continue to provide support to caregivers and consumers, with over 10,000 requests received as of April 2012.
- 66 persons attended Spring Conference in April 2012.

## **Employer of Record Functions**

- Contract Negotiations with SEIU-ULTCW still on hold
- Symetra gave notice on May 7, 2012 that they were changing their health plan coverage.
   We met with Union on June 1, 2012 to discuss these changes that go into effect July 1, 2012. Notices will go out to enrollees once agreement is reached.
- 555 caregivers are receiving health benefits, 527 are on the waiting list. We receive about 65 phone calls per month from concerned caregivers.

## **Other**

- PA budget in third quarter is on target, 2012/2013 budget has been submitted to the Board of Supervisors to be approved in June budget workshops. LiveScan equipment was part of the budget request.
- Focus of CAPA meetings has been on Coordinated Care Initiative, Governor's May Revise

# FY 2011-2012 IHSS Public Authority and IHSS Program Statistics for IHSS Advisory Committee

| State   Stat  | # 1981 + 1 2 4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1   | 11 Pills | ***     | n o     | ŧ       | Mov                                     | o<br>O  | Tat)    | Feb     | Mar     | Apr     | May                                     | m,   | Total FY  |
|---|--|----------|---------|---------|---------|---|---------|---------|---------|---------|---------|---|------|-----------|
| Part     |  | 291 434  | 294.706 | 302,865 | 289,639 | 287,440                                 | 303,019 | 292,547 | 287,503 | 306,907 | 299,914 |   |      | 2,955,975 |
| Control Line Section Se                       | Average # of paid bours                            | 104 7    | 107.6   | 106.6   | 105.6   | 106                                     | 104.7   | 106.6   | 101     | 107.1   | 105.4   |   |      |           |
| Control Hels Production   Control Hels Pro  | Average # or para nodes                            | 2783     | 2739    | 2841    | 2741    | 2711                                    | 2,894   | 2742    | 2846    | 2864    | 2844    |   |      |           |
| Part     | # of Clients                                       | 2842     | 2849    | 2869    | 2873    | 2879                                    | 2,853   | 2872    | 2894    | 2899    | 2917    |   |      |           |
| 1   | # Of Cilculus                                      | 21.02    |         |         |         |   |         |         |         |         |         |   |      |           |
|   | Statistics Hotel the mast rubile Authority         |          |         |         |         |   |         |         |         |         |         |   |      |           |
| 1   | IHSS PA Registry                                   | 3        | Aug     | Sep     | ă       | <u> </u>                                | 200     | æ       | 92      | Ē       | Apr     | May                                     | ij   | Total FY  |
| 1   | Draviders on Benisty (Active ID reg. wrkng.)       | 213      | 208     | 212     | 215     | 218                                     | 217     | 212     | 214     | 202     | 219     |   |      | 213       |
| 1   | Commerce Dominate for Droviders                    | 2 6      | 75      | g.      | 27      | 14                                      | 25      | 27      | 25      | 32      | 31      |   |      | 255       |
| The Property of the Property  | Consumers Requests for Frovincis                   | 2 ,      | 45      | 3 =     | 2 2     | -                                       | o       | 14      | 13      | 17      | 13      |   |      | 129       |
| 1   | Matches Made                                       | ; اه     | 2 8     | - 4     | 200     | 4                                       | 2,5     | 5       | 30      | 33      | 88      |   |      | 283       |
| State   Stat  | Lists Sent   | 11       | 97      | 5       | 67      | 2 6                                     | 3 0     | 3       | 3       | 33      |         |   |      | 198       |
| 1   | Attended Registry Recruitment/Special Orientation* | 99       | 0       | 25      | 22*     | 0                                       | 0       | 5       | ٠       | 8 ,     | ,       |   |      | o o       |
| Secondary   194   Aug   | Registry Interviews Held                           | 80       | 17      | 22      | 10      | 13                                      |         | 0       | 8       |         | 4       |   |      | 5 6       |
| Mail Holes   Mail Ang   Sep   Oct   New   Chee   Sen   Sep   Sep  | New Providers Added to Registry                    | ю        | 2       | 2       | 0       | 10                                      | -       | 2       | 3       | 3       | 9       | 000000000000000000000000000000000000000 |      | 6         |
| Name  | Other PA Services                                  | mr       | Aug     | Sep     | ÖĞ      | Mov                                     | Dec     | Jan     | Feb     | Į.      | Apr     | May                                     | un?  | lotal FT  |
| 12   20   20   20   20   20   20   20   | Advocacy   | 80       | 24      | 27      | 33      | 32                                      | 30      | 8       | 29      | 35      | 35      |   |      | 22        |
| 1   | Constitutions w/HSS                                | 5        | Ş       | 45      | 38      | 65                                      | 32      | 24      | 27      | 36      | 41      |   |      | 35(       |
| 1   | Case Consultations William                         | 4 0      | 3 0     | c       | c       | c                                       | 0       | 0       | 0       | 0       | 0       |   |      |           |
| 1   | Complaint investigations                           | 2        | ,       | , 8     | 5 2     | 70                                      | 48      | 7       | 80      | 32      | 45      |   |      | 26        |
| 1   | Dealing W/ Difficult People                        | ה i      | 2 3     | 3 5     | 3 2     | 5 6                                     | 2 4     | , y     | 45      | 95      | 46      |   |      | 62:       |
| Section Percention Processed Support Accidence Support Percenting | Health Plan Issue                                  | 4/       | 128     | 47      | \$      | /6                                      | ĵ,      | 3 0     | 2       | 3       |         |   |      | •         |
| 16.00   574   446   564   526   410   521   521   521   521   521   521   522   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   524   525   52  | Home Visit   | 0        | 0       | 0       | 0       | 0                                       | 5       | 3       |         | 5       | 202     |   |      | 4 49      |
| 16   66   37   55   70   34   67   218   402    | Information  | 208      | 574     | 448     | 634     | 526                                     | 410     | 201     | /RZ     | 1./7    | 327     |   |      | 4         |
| 334   334   375   300   275   200   227   218   402   4177   79   79   79   79   79   79   79   | Interview Assistance                               | 18       | 65      | 37      | 55      | 20                                      | 8       | 8       | 72      | 43      | 62      |   |      | OC O      |
| 10   10   10   10   10   10   10   10   | Mailing  | 334      | 304     | 375     | 300     | 275                                     | 200     | 227     | 218     | 402     | 4177    |   |      | 18,9      |
| 15   45   57   47   73   44   52   48   48   56   56   57   41   52   53   41   55   53   41   54   54   54   54   54   54   54   | Problem Solvina                                    | 226      | 322     | 341     | 253     | 244                                     | 154     | 308     | 160     | 200     | 173     |   |      | 2,38      |
| 105   58   78   77   78   79   71   79   79   71   79   79   71   79   79   | Provider/Consumer Mediataion                       | 16       | 45      | 57      | 47      | 73                                      | 4       | 52      | 48      | 48      | 26      |   |      | 48        |
| 109   58   25   75   77   111   15   21   27   29   47   25   28   43   9   9   9   9   9   9   9   9   9   | Peferral & Accietance                              | 68       | 169     | 78      | 117     | 86                                      | 113     | 101     | 62      | 93      | 111     |   |      | 1,04      |
| 14   75   70   107   111   15   27   20   2   104   105   101     |  | 92       | ğ       | 25      | 75      | 37                                      | 29      | 47      | 25      | 88      | 43      |   |      | 51        |
| 1   | Provider Enfoitment Assistance                     | 3 3      | 3 1     | 1 5     | 107     | 177                                     | 1,      | 2       | 72      | 2       | 2       |   |      | 20        |
| July   Aug   Sep   Oct   Mov   Dec   July   Marie     | Fingerprint Processed                              | 61       | 75      | 0/      | 10/     | 111                                     | 2       | 17      | /7      | 2       | 7       | ( e i                                   |      | 74 (F4-7) |
| 1   | Emergency Services                                 | Jul      | Aug     | Sep     | ğ       | AON                                     | 9       |         | 204     | mar     | id .    | - III                                   |      |           |
| 1   | Emergency Matches                                  | 0        | 0       | 0       | 0       | -                                       | 0       | 0       | 0       | ٥       | ٥       |   |      |           |
| Juli   Aug   Sep   Oct   Nov   Dec   Jan   Feb   Mar   Apr   May   Jun   Aviral   Jun     | Short Term Desnite                                 | c        | 0       | 0       | 9       | 0                                       | 0       | 0       | 0       | 0       | 0       |   |      |           |
| Lilist         565         560         588         561         543         583         581         583         581         565         666         487         486         487         486         583         521         527         587         587         588         588         589         487         488         589         589         487         486         487         486         589<   | HISS DA Benefits                                   |          | Aud     | Sep     | T O     | YOM                                     | Dec     | yer     | Ged     | Mar     | Apr     | May                                     | HIP. | Average   |
| 511   501   496   496   487   496   502   523   521   527   May   Jun   Total in the control of the control o  | Ferral of Don't Diss                               | 565      | 260     | 558     | 551     | 543                                     | 535     | 523     | 531     | 543     | 555     |   |      |           |
| July   Aug   Sep   Oct   Nov   Dec   Jan   Feb   Mar   Apr   Jun   Totali   | Enlored nearly rail                                | 123      | 3 5     | 900     | 40k     | 487                                     | 495     | 502     | 523     | 521     | 527     |   |      |           |
| Inces & Support         30         Dec         1         66   | Un nealth rian Walt List                           |          | -       | 200     | 2       | ALA.                                    | Der     | Jan     | Feb     | Mar     | Apr     | May                                     | ump* | Total FY  |
| 30   66   66   67   67   67   67   67   6   |  |          | -       |         |         | 200000000000000000000000000000000000000 |         |         |         |         |         |   |      | '         |
| Juli         Aug         Sep         Oct         tkov         Dec         Jun         Ker         Apr         May         Jun         Total           228         27.2         266         14.1         17.2         12.4         20.2         21.1         18.1         14.2         38.6         38.9   | Consumer Interviewing/Assistance                   |          |         |         |         |   |         |         |         |         |         |   |      | •         |
| 3.0   | Provider/Consumer Conference                       |          |         |         | 3       |   |         |         |         | 99      |         |   |      | 0         |
| Juli         Aug         Sep         Oct         Hov         Dec         Jun         Feb         Wat         Apr         May         Jun         Total           228         27.2         266         14.1         17.2         12.4         20.2         21.1         18.1         14.2         38.6         38.9   | Registry Orientation/Provider Resources & Support  |          |         |         | 99      |   |         |         |         | 3       |         |   |      |           |
| Jul         Aug         Sep         Oct         Hov         Dec         Jul         Feb         War         Apr         May         Jun         Total           22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         18.1         14.2         14.2         17.2         12.4         20.2         21.1         18.1         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         18.1         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.1         14.2         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1  | Alcohol and Substance Abuse                        |          |         |         |         |   |         |         |         |         |         |   |      |           |
| Juli         Aug         Sep         Oct         How         Dec         Jun         Feb         War         Apr         Apr         Jun         Total           22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.1         14.2         14.1         14.2         14.1   | CPR/First Aid                                      |          |         |         |         |   |         |         |         |         |         |   |      | '         |
| Juli         Aug         Sep         Oct         Nov         Dec         Jan         Feb         Nat         Apr         Apr         Torial           22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.2         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.1         14.2         14.2         14.1         14.1         14.1         14.1   | Disaster Awareness                                 |          |         |         |         |   |         |         |         |         |         |   |      | •         |
| Juli         Aug         Sep         Oct         Mov         Dec         Jan         Feb         Mar         Apr         May         Jun         Total           22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.1         14.2         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.2         14.1         14.1   | I of Dravention                                    |          |         |         |         |   |         |         |         |         |         |   |      |           |
| Juli         Aug         Sep         Opt         Nov         Dec         Jan         Feb         Mar         Apr         May         Jun         Total           378         380.7         386         387.3         388         389.7         389.9         388.9         388.9         388.9         388.9         4         4         17.2         12.4         20.2         21.1         18.1         14.2         14.1         17.2         12.4         20.2         21.1         18.1         14.2         38.9         4         4         4         4         4         4         4         5         4         4         4         4         5         6         6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         14.2         4  | Medications & Seriors / Medicare                   |          |         |         |         |   |         |         |         |         |         |   |      | •         |
|   | Medications & Common Production                    |          |         |         |         |   |         |         |         |         |         |   |      | •         |
| Juli         Aug         Sep         Oct         Nov         Dec         Jan         Feb         Mar         Apr         May         Jun           lays)         378         380.7         385         387.3         388         389.7         389.9         388.9         388.9           Ich (in days)         22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         8  | Understanding memory & aging                       |          |         |         |         |   |         |         |         |         |         |   |      | •         |
| Juli         Aug         Sep         Oct         Nov         Dec         Jan         Feb         Mar         Apr         May         Jun         Total           Jalys)         378         380.7         385         387.3         388         389.7         389.9 <td>Stroke Awareness</td> <td></td>   | Stroke Awareness                                   |          |         |         |         |   |         |         |         |         |         |   |      |           |
| Jul         Aug         Sep         Oct         Nov         Dec         Jan         Feb         Mar         Apr         May         Jun         Local           378         380.7         385         384         385.3         387.3         388         389.7         388.9         388.9         8           22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2         8   | Total Training Hours                               |          |         |         |         |   |         |         |         |         |         |   | -119 |           |
| 378         380.7         385         384         385.3         387.3         388         389.7         389.2         388.9           22.8         27.2         26.6         14.1         17.2         12.4         20.2         21.1         18.1         14.2   | Match Time   | 100      | Aug     | Sep     | 8       | Nov                                     | Dec     | Her     | Feb     | Mar     | Apr     | May                                     | -    | iotai r.i |
| 22.8 27.2 26.6 14.1 17.2 12.4 20.2 21.1 18.1 14.2   | Length of Match (in days)                          | 378      | 380.7   | 385     | 384     | 385.3                                   | 387.3   | 388     | 389.7   | 389.2   | 388.9   |   |      |           |
|   |  | 1        |         |         |         |   |         |         |         |         |         |   |      |           |

**PUBLIC AUTHORITY OFFICE** 

275 Beck Avenue, MS 5-190 Fairfield, CA 94533 Phone: (707)784-8200 Fax: (707)435-2388



**PUBLIC AUTHORITY STAFF** 

Teri Ruggiero, Administrator Nancy Cheung, Social Worker III Michael Silas, Office Assistant II Gina Chen, Accounting Clerk II

June 11, 2012

TO: Solano County IHSS Public Authority Advisory Committee Members

FROM: Teri Ruggiero, Public Authority Administrator

**SUBJECT:** 2012/2013 Budget Requests

## **Dear Advisory Committee Members:**

In the 2011/2012 Budget Act, IHSS Advisory Committees were no longer mandated by the State. This meant the State no longer had an obligation to fund Advisory Committee activities. However, CAPA was successful in getting the State to approve \$3,000 per Advisory Committee from the State General Fund, to be matched by Federal funds. This allows each Advisory Committee a total budget of \$6,000, payable through the Public Authority Budget.

In Fiscal year 11/12, our County Board of Supervisors approved that the \$6,000 allocation be spent on stipends. The Health and Social Services department agreed to pay for any costs above that \$6,000 for Fiscal Year 2011/2012.

For Fiscal Year 12/13, we have submitted budget requests to the Board of Supervisors through the Public Authority budget as follows:

| Items                             | 11/12 Approved     | 11/12 Actual as of<br>3rd quarter | 12/13 Request |
|-----------------------------------|--------------------|-----------------------------------|---------------|
| Meeting Stipends                  | \$6,000.00         | \$3,900.00                        | \$6,600.00    |
| Training & Travel*                | \$1,200.00         | \$0.00                            | \$1,250.00    |
| Newsletter Printing*              | Cost only          | \$601.30                          | 0             |
| Spring Conf Meal/Supplies*        | \$1,500.00         | \$794.00                          | \$500.00      |
| Total:                            | \$8,700.00         | \$5,295.30                        | \$8,350.00    |
| * = this item is shared by PA sta | ff and advisory co | mmittee                           |               |

## PENDING ISSUES AND POLICY CONSIDERATIONS

Several proposals have been made in the Governor's Budget and in the Assembly for reducing IHSS expenditures in FY2012/13. In the event that any of these proposals reduce the number of paid provider hours, the amount of General Fund share of funding required for IHSS care provider health benefits will also be reduced.

| DETAIL BY REVENUE             |           | 2011/12   |             | FROM        |         |
|-------------------------------|-----------|-----------|-------------|-------------|---------|
| CATEGORY AND                  | 2010/11   | ADOPTED   | 2012/13     | ADOPTED TO  | PERCENT |
| APPROPRIATION CATEGORY        | ACTUALS   | BUDGET    | RECOMMENDED | RECOMMENDED | CHANGE  |
| REVENUES                      |           |           |             |             |         |
| Intergovernmental Rev State   | 729,507   | 871,595   | 833,377     | (38,218)    | (4%)    |
| Intergovernmental Rev Federal | 1,493,755 | 1,318,928 | 1,278,482   | (40,446)    | (3%)    |
| General Fund Contribution     | 440,350   | 562,930   | 553,541     | (9,389)     | (2%)    |
| TOTAL REVENUES                | 2,663,612 | 2,753,453 | 2,665,400   | (88,053)    | (3%)    |
| APPROPRIATIONS                |           |           |             |             |         |
| Other Charges                 | 2,159,820 | 2,200,041 | 2,124,457   | (75,584)    | (3%)    |
| Other Financing Uses          | 503,792   | 553,412   | 540,943     | (12,469)    | (2%)    |
| TOTAL APPROPRIATIONS          | 2,663,611 | 2,753,453 | 2,665,400   | (88,053)    | (3%)    |

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

The FY2012/13 recommended budget reflects a continuation of the 3.6% across-the-board reduction in service hours. The Division anticipates a \$40,446 decrease in Federal Health Related (Title XIX) revenue, a \$38,218 decrease in State revenue, and a \$9,389 decrease in County General Fund contribution.

A \$75,584 decrease in Other Charges is net result of \$71,999 decrease in health benefits for IHSS providers due to a 3.6% across-the-board reduction in service hours.

## **Summary of Other Administered Budgets**

## 7690 – Fund 902-IHSS-Public Authority Admin. Patrick Duterte, Director of Health & Social Services Health

## **DEPARTMENTAL PURPOSE**

On March 5, 2002, the Solano County Board of Supervisors established a Public Authority (PA) to act as the employer of record for In-Home Supportive Services (IHSS) providers. Health and Social Services (H&SS) through an MOU provides the administration for the In-Home Supportive Services Public Authority (PA). The sole purpose of this budget unit is to budget for staff positions and other operating costs for administrative support.

## **FUNCTION AND RESPONSIBILITIES**

H&SS' staff and operating expenditures incurred in its administration of the IHSS PA's responsibilities are tracked in this budget. IHSS PA responsibilities include: operating a Provider Registry to match screened caregivers with IHSS recipients who need care; providing training for IHSS providers and consumers; administering the IHSS provider health plan benefits, providing support to the IHSS PA Advisory Committee; and performing any other functions as may be necessary for the operation of the PA.

## SIGNIFICANT CHALLENGES AND ACCOMPLISHMENTS

H&SS in its role as staff support for the PA, provided services to the community in various areas. Accomplishments include:

- Maintained an average of 213 available caregivers on the Registry to match with IHSS recipients. Given the average population of 2,843 IHSS consumers, this average is below the commonly established 10% goal. The reason this variance occurred is because the Registry was closed for a period of time in FY2010/11 due to laws implemented by the State to not restrict caregivers based on felonies committed. The PA was able to re-start recruitment in February 2011 when the laws were changed and has received over 250 interest forms. Of these 250, the PA has interviewed over 100 individuals, of which, only 25 have been added to the Registry. This is due to applicants' failure to pass the interview and/or reference check phase of the recruitment process.
- Had a 51% success rate in matching available providers with IHSS consumers within 20 days, despite having less staff to
  provide services. The reduction in staff has resulted in an increased time to match by 5 days, and in the inability to provide
  enhanced services to difficult-to-serve or limited-English speaking consumers.
- Provided over 5,500 IHSS consumers and caregivers' access to training and information through the launching of a
  website, distribution of a newsletter, and annual outreach conference. Providing actual training has been an ongoing
  challenge, given the diminishing resources of both governmental and non-governmental entities. The PA was able to
  partner with community-based organizations, however, and presented 15 hours of training on caregiver resources.

## **WORKLOAD INDICATORS**

During the period of January 2011 through December 2011, H&SS' staff supporting the Public Authority received and processed 300 referrals from the Older and Disabled Services program, resulting in 149 successful matches between providers and consumers. During the same time period, staff: (1) assisted in the transition of provider enrollment activities to the IHSS program by providing orientation and fingerprint processing for over 1,000 individuals, (2) received and processed health benefits paperwork for an average of 600 IHSS providers per month, and (3) maintained a waiting list of over 530 IHSS providers.

## **DEPARTMENTAL BUDGET SUMMARY**

The Recommended Budget of \$549,043 represents decreases of \$4,369, or 1%, in both Revenues and Appropriations when compared to FY2011/12 Adopted Budget.

The primary funding source for the Division is an operating transfer-in of \$540,943 from the IHSS Public Authority budget (Fund 152, BU 1520).

## **SUMMARY OF POSITION CHANGES**

No changes in positions allocations.

## PENDING ISSUES AND POLICY CONSIDERATIONS

Several proposals have been made in the Governor's Budget and by the Assembly for reducing IHSS expenditures in FY2012/13. In the event that any of these proposals reduce the number of paid provider hours, that reduction may reduce the

# 7690 – Fund 902-IHSS-Public Authority Admin. Patrick Duterte, Director of Health & Social Services Health

amount of funding for H&SS' staff and operating costs for administration of IHSS PA activities. However, State funding for administration of IHSS Pas statewide is now based on an allocation as opposed to a rate per paid provider hour, and reductions for administration will be less impacted by reductions to service hours.

| DETAIL BY REVENUE<br>CATEGORY AND<br>APPROPRIATION CATEGORY   | 2010/11<br>ACTUALS                                | 2011/12<br>ADOPTED<br>BUDGET                    | 2012/13<br>RECOMMENDED  | FROM<br>ADOPTED TO<br>RECOMMENDED                              | PERCENT<br>CHANGE                 |
|---|---|---|---|--|-----------------------------------|
| REVENUES Charges For Services Other Financing Sources TOTAL REVENUES  | 0<br>503,268<br>503,268                           | 0<br>553,412<br><b>553,412</b>                  | 8,100<br>540,943<br><b>549,043</b>                                | 8,100<br>(12,469)<br>(4,369)                                   | 0%<br>(2%)<br>(1%)                |
| APPROPRIATIONS Salaries and Employee Benefits Services and Supplies Other Charges Other Financing Uses Intra-Fund Transfers  TOTAL APPROPRIATIONS | 369,911<br>77,819<br>57,353<br>19,964<br>(21,778) | 397,823<br>81,601<br>36,779<br>21,385<br>15,824 | 385,781<br>96,186<br>19,394<br>19,299<br>28,383<br><b>549,043</b> | (12,042)<br>14,585<br>(17,385)<br>(2,086)<br>12,559<br>(4,369) | (3%<br>18%<br>(47%<br>(10%<br>79% |

## SUMMARY OF SIGNIFICANT ADJUSTMENTS

Reductions in the FY2012/13 Recommended Budget Appropriations have resulted from reductions in Countywide Administrative Overhead charges and the elimination of the mail service delivery of the IHSS Quarterly Newsletter. Communication with various IHSS stakeholders, including the IHSS Newsletter, will be done through email and the County's IHSS website.

The FY2012/13 Budget also includes a projected \$8,100 in fees to be generated for processing caregiver fingerprints and permits, a new service to be offered by the Solano County IHSS Public Authority.

## **PUBLIC AUTHORITY OFFICE**

275 Beck Avenue, MS 5-190 Fairfield, CA 94533 Phone: (707)784-8200 Fax: (707)435-2388



## **PUBLIC AUTHORITY STAFF**

Teri Ruggiero, Administrator Nancy Cheung, Social Worker III Michael Silas, Office Assistant II Gina Chen, Accounting Clerk II

June 11, 2012

TO: Solano County IHSS Public Authority Advisory Committee

Members

FROM: Teri Ruggiero, Public Authority Administrator

**SUBJECT:** Update on Duals Demonstration Project

Lately we've been hearing a lot about that transitioning of IHSS and other Long Term Services to managed care. This initiative was previously called the Duals Demonstration Project, and now it is being called the Coordinated Care Initiative or CCI for short. The project is slated to begin next year in 4 counties (Los Angeles, San Mateo, San Diego, and Orange). You can read the entire 89-page document about this project at:

http://www.dhcs.ca.gov/provgovpart/Documents/Duals/Proposal Documents/DemoProposal053112Large.pdf

Here are some points I created to help understand CCI.

- Under CCI, IHSS consumers who receive both Medicare and Medi-Cal will go
  into the project (unless they opt out). The project starts with 4 counties in June
  2013, and may be expanded to 8. Solano County is not one of the 8. Solano
  County will not be implemented until 2014 or 2015 if the project succeeds.
- Under CCI, IHSS consumers will continue to be determined eligible for Medi-Cal by the County, and they will continue to be assessed by County Social Workers for their IHSS hours.
- Under CCI, once IHSS hours are approved by the County, the IHSS case is transferred to the contracted health plan, who then assumes responsibility for the provision and payment of IHSS and other long-term care services. The project believes this model will allow health plans to offer enhanced services to consumers.

 Under CCI, the health plans will initially contract with Public Authorities for Registry services, provider training, provider enrollment (if the County has transferred it), and assistance to consumers regarding their employer responsibilities. It is possible that these activities, along with employer of record responsibilities, be transferred to the State sometime in the future.

Please do not hesitate to contact me if you have any questions about this update. My contact information is listed at the top of page 1.

## Ruggiero, Teri L.

From: Ruggiero, Teri L.

Sent: Tuesday, May 15, 2012 2:56 PM

To: Donna Brown (Alwayslookingup64@gmail.com); Fran Smith; Kathy Mitsopoulos

(pkmitso@att.net); Michael Baublitz; Ruggiero, Teri L.; Sarah Birdwell; Susan Rotchy; John Metzler; Kurt Wellner (mrjkw2000@att.net); Nieves Fernandez; Shirley Stacy (sasladybug910

@yahoo.com); Susan Rotchy (susanrotchy@yahoo.com); Tracee Stacy

(primetimeseniors@yahoo.com)

Cc: Chen, Zhihua (Gina); Cheung, Nancy; Silas, Michael.

Subject: Impacts of Governor's Budget May Revise to IHSS

Importance: High

## All:

I am sending out this email as a courtesy to inform you of the potential impacts of Governor Brown's May revise to the 2012/2013 budget. If you have questions, you may call me directly, or respond to me directly via e-mail. **Do not reply to all** because per the Brown Act, that action could be considered a serial meeting. This item will be a topic of discussion on the June 11th Advisory Committee meeting. Again, I highly encourage everyone to "friend" the IHSS Coalition on Facebook because they are giving daily updates about the budget and provide ways for advocacy.

There are three significant impacts to IHSS in the May revise:

- 1. **Across the board IHSS service cuts** The 3.6% cut sunsets June 30, 2012. The Governor proposes to replace that cut with a 7% across the board cut effective August 1, 2012. This cut would be implemented exactly the same way they implemented the 3.6% no appeals.
- 2. **Domestic and related services** The Governor still plans to implement the cut to domestic and related services to IHSS consumers who live with someone else. This cut will impact over 275,000 IHSS consumers statewide. Domestic and related services includes: sweeping, vacuuming, and mopping floors; cleaning counters and sinks; cleaning the bathroom; taking out garbage; dusting; changing bed linens; cleaning the kitchen; changing lightbulbs; and other related cleaning services. So, under this plan, if you are an IHSS consumer living with a roommate or family member, it will be expected that these items will be done by your housemate and not a paid caregiver.
- 3. **Coordinated Care Initiative** -- the Governor is proposing that an additional 4 counties be added to the managed care pilot. In this pilot project, IHSS consumers who receive both Medi-Cal and Medicare will be transferred to a healthcare provider to receive their IHSS case management services. The only service that remains at the County is the initial assessment. Additionally, as each county moves into the pilot, some of the Public Authority duties will be transferred to the State.

Thanks,

Public Authority Administrator Solano County IHSS Public Authority 275 Beck Avenue MS 5-190 Fairfield, CA 94533 (707)784-8803 - desk (707)249-3228 - cell (707)435-2388 - fax