

**Solano County IHSS Advisory Committee
Meeting Minutes: September 16, 2013**

1. OPEN MEETING/WELCOME

The meeting at 2101 Courage Drive, Fairfield (Multipurpose Room) was opened with 8 members in attendance as follows:

District 1 – Nieves Fernandez

District 2 – Sandi Hilton, John Metzler

District 3 – Mia Fulmer

District 4 – Susan Rotchy, Tracee Stacy (Secretary)

District 5 – Kathy Mitsopoulos (Chair), Donna Brown (Vice-Chair)

Absent: Ana Argueta, IHSS Supervisor (Health & Social Services Appointee)

Guest: Cristina Knorr, SEIU-ULTCW Union Representative

Staff: Teri Ruggiero, Public Authority Administrator

2. PUBLIC COMMENT

No public comment.

3. ACTION ITEMS

A. Approval of Agenda

Nieves moved to approve, Sandi 2nd. Motion passed

B. Approval of July Minutes

Tabled to November meeting.

4. REPORTS

A: Public Authority (Teri Ruggiero, Public Authority Administrator)

Teri provided an update regarding Public Authority (PA) activities as follows:

- The PA moved to over the Older and Disabled Adults side of the H&SS building at 275 Beck Avenue in Fairfield. The move has increased communication with the IHSS social workers, and has resulted in increased referrals.
- A new new Spanish-speaking Social Services Worker (SSW) is in the process of being hired. The new SSW will allow the Public Authority Social Worker to focus on registry recruitment, enhanced services for IHSS consumers/care givers, and emergency placements, etc.
- There was an 18% decrease in caregiver hours from July to August...Teri is not sure why, but will be monitoring hours for trends.
- Only 124 people out of over 200 from the registered caregivers are actually available to provide care. As such, efforts to recruit more caregivers need to be increased. The Registry Social Worker, Nancy will be giving a report on this later in the agenda.

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- 650 people are currently enrolled in the health insurance option for caregivers with 503 still on the wait list. 100 complaints came in over the past few months.
- PA/IHSS has come to a tentative agreement with the union...the new agreement goes before the Board of Supervisors for approval on Tuesday, September 24, 2013.
- Teri announced that there hasn't been much update on the Caregiver overtime law. Tracee reported that the bill has undergone changes; no meal time requirements, State's exempt, Sole Proprietor's are different and the bill mostly affects private agencies in the for profit model.
- A Solano caregiver filed a complaint against the union and PA with the Personnel Employee Relations Board (PERB) because he felt that it was unfair to force him to pay union dues to take care of his family member. Solano County filed a response with the PERB that shows the only way under the Myers-Millias Brown Act to not pay dues in an agency shop union is through a bonafide religious objection. They are awaiting a response from the PERB.

B: IHSS PROGRAM REPORT (Ana Argueta)

Ana was not present to provide an IHSS program report. Teri was asked to follow up with Older and Disabled Adult services.

C: SEIU-ULTCW REPORT (Karen Williams)

Karen Williams was unavailable. Sandi Hilton reported that Karen Williams is currently being trained to help caregivers apply for health benefits through the Health Exchange, Covered California. They are looking for more locations to provide information to caregivers regarding the Health Exchange.

5. DISCUSSION (a vote may be held on any of these topics)

A: Special Report: PA Registry Recruitment

Nancy Cheung came to give a special report regarding Registry Recruitment; PA had a much more robust recruitment process and due to the cut in staff in 2009 other activities have since taken priority. Currently IHSS is handling all caregivers that need to go through the enrollment process to get paid by the State as an IHSS caregiver. PA is handling the caregiver registry; this is different because they go through an additional screening process and are the only caregivers the PA refers. PA tends to have tougher clients, which is why they end up needing a caregiver from the registry. In the last year 301 interest forms came in last year. 37 were interviewed, 15 were listed on registry and 23 were terminated from the list. A report was distributed to the Advisory Committee. Nancy described the current process, and noted that many individuals who express interest in becoming a Registry caregiver do not have cars, are not willing to work with special populations, or perform certain tasks. As such, those individuals are usually screened out.

B: Meet & Greet Health & Social Services Director, Ann Edwards

Ann Edwards, Health & Social Services Director introduced herself to the Advisory Committee. Ann has been here for six weeks now. Came from Sacramento County. Previous PA oversight and directed Health & Social Services; only difference was Medi-Cal eligibility. Loves working with staff and clients and community to do really important service delivery. Ann is a licensed MFT and is a social worker at heart. Each member of the Advisory Committee and PA staff introduced themselves

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C: Officer Nominations

Teri Ruggiero facilitated the Officer Nominations process. Nieves Fernandez nominated Kathy Mitsopoulos for Chair, Donna Brown for Vice Chair, and Tracee Stacy for Secretary. All three members accepted the nomination. No other nominations were provided. Nieves called for a vote to elect the nominees to office at today's meeting, with Sandi as the second. There were no objections. Nieves moved that the nominees be elected, Sandi second the motion. The motion passed unanimously.

D: Update on Board of Supervisor Visits

Teri reminded us that our strategic planning process showed our intention on meeting with members of the BOS. Meeting is scheduled with Skip Thompson on Sept 30th at 1:30 PM. Teri will call Erin Hannigan to schedule a time to meet with her.

E: Discuss & Approve Strategic Goals & Objectives

Teri reviewed the goals she translated for us. Goal 1: Keep informed of issues that impact the IHSS program and the PA and advocate as needed. Goal 2: Keep informed of issues pertinent to older and disabled residents and advocate as needed. Goal 3: Advocate for IHSS consumers and providers to receive training and information. Goal 4: Continue to provide the "Spring into Wellness" outreach conference. Goal 5: Improve the effectiveness of the Advisory Committee. Tracee moved to approve the submitted goals and objectives, Donna 2nd: Motion passed.

6. ADVOCACY & MEMBER REPORTS

A: Timesheet Processing Facility Tour in Chico (Sandi Hilton)

Sandy reported the time sheet processing center tour in Chico went well. Not as big as he thought it would be. It was a very interesting process. Mail is delivered twice a day. The machinery scans 50 at a time. They process up to 12,000 time sheets an hour. They run Monday thru Friday. They have a person going through the process and looking at 1% of the processed payroll for QA. If things fall through the cracks questionable time sheets get kicked back to the County. Their back-up facility is in Rancho Cordova. Teri elaborated some that if a sheet exempts out it is reviewed by the end of the day.

B: Timesheet Printing Issue

If a provider a replacement time sheet from the County local printer they have a glitch with the signature line not being dark enough and there have been some problems.

C: Caregiver Appreciation

November is Caregiver's Month. The Public Authority will be presenting a resolution to the Board of Supervisors sometime in November. Tracee Stacy and Sandi Hilton agreed to attend representing the Advisory Committee. Teri was asked to work with Tracee to hold a special training event for caregivers sponsored by the Advisory Committee (and anyone who contributes to the event). The budget for this event is \$695, which is the leftover balance from the Kaiser grant.

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7. ADJOURNMENT & NEXT MEETING

The meeting was adjourned at 4:10pm. Next meeting is:

Monday, November 18, 2013
2101 Courage Drive, Fairfield, CA 94553
1pm – 2pm – Spring Conference Planning
2pm – 4pm – Regular Meeting