



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

**MINUTES**

**Monday, April 13, 2015**

**Members Present:** Ron Schmidt, Paul Perry; Anne Zachary; Sally Punte; Colleen Charlton  
**Members Absent:** Sally Uribe  
**Staff Present:** Chevon Kothari; Nancy Bell; Rebecca Maietto  
**Staff Absent:** none  
**BOS Liaison:** none  
**Guests:** none  
**Recording Secretary:** Kathryn Berry

- 1. Call to Order and Introductions** – Chair Paul Perry called the meeting to order at 1:34 P.M.
- 2. Public Comments** – No public comments.
- 3. Approval of April 13, 2015 Agenda** – Motion to approve by Colleen C., motion seconded by Sally P. – *motion carried.*
- 4. Approval of March 9, 2015 Minutes** – Motion to approve by Colleen C., with the following amendments: Item 1. – Update “Co-Chair Paul Perry...” and replace with “Chair Paul Perry...”; Item 6. – Re-name “February 9, 2015 Minutes” to “February 9, 2015 Meeting Notes”; Item 7.A. the date for Labor negotiations for our contract will be April 16<sup>th</sup> (previously stated as April 12<sup>th</sup>) motion to approve as amended, seconded by Sally P. – *motion carried.*
- 5. Approval of February 9, 2015 Agenda** – Agenda not approved, due to No Quorum.
- 6. Approval of February 9, 2015 Minutes** – Item to be renamed to February 9, 2015 Meeting Notes, due to No Quorum, as requested by Committee.
- 7. CUWH – Union Status Update – Miguel Espinoza – Absent – Ron S. provided Update**

- A. Call topics included: Budget Committee meetings; No action taken on the restoration of the 7% cuts (Chevon K. stated that things look positive towards restoration of the 7% cuts); Eduardo Zamora will be the future Union Representative; The “Parent” Unions are still under going restructuring.

## 8. Old Business

### A. ID Badges for Preferred Providers

- i) Rebecca M. reported there are currently 47 Preferred Providers (with badges) available on the referral list. Rebecca will add the current number of PP’s to the Stats report.
- ii) Colleen C. made a motion to remove Item 8.A. “ID Badges for Preferred Providers” from the Agenda, motion seconded by Paul P. – ***motion carried.***

### B. ID Badges for Non-Preferred Providers

- i) Chevon K. reiterated that the County is still proposing to not move forward with issuing badges to Non-Preferred Providers due to the different level of requirements, as well as the fact that the majority of non PP’s care for a family member. The State does not require Provider’s (Non-Preferred Providers) to complete First Aid or CPR, therefore; the County cannot make it a requirement.
- ii) Colleen C. made a motion to remove Item 8.B “ID Badges for Non-Preferred Providers” from the Agenda, motion seconded by Paul P. – ***motion carried.***

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

- i) Rebecca M. reported that there are currently five available PP’s in the Don Pedro area.
- ii) Chevon K. reported that the Don Pedro area could possibly be out of water by August 2015. This raises concerns with the IHSS Recipients in the area. The County is aware of the issue and will be reaching out to those effected, if needed.
- iii) Chevon K. shared that there will be an Open House / Meet and Greet held at the North Co. office in June 2015. BOS Merlin Jones, Chevon Kothari, and others will be there.

Community members will be invited and encouraged to attend, food will be served. Focus will be on orienting the community on the location and services provided at this office. The Committee suggested information on the Open House / Meet and Greet be posted on the County Website, as well as having a Suggestion Box available at the event.

- iv) Sally P. noted that the final Resource Guide was missing the North County office contact number. It was requested to have the phone number and address included on any future copies distributed. Labels with the missing information will be printed and made available for placement on copies already printed.
- v) Chevon K. shared that most all services needed, can be provided in the North County Office with very little need to come into the Mariposa office.
- vi) A new and larger banner is now located in front of the North County office.
- vii) Item to stay on Agenda.

## 9. New Business

### A. Committee Members to Attend Disability Capitol Action Day (DCAD) - May 21, 2015

- i) Ron S. reported that due to the current Union changes, he has not been able to confirm the Union discount for the rooms yet, it is unclear if a discount will be allotted. Hotel availability is limited in the area. Last year's hotel cost was approximately \$85 per person per night. This year's proposed hotel cost (without a discount) would be \$170.85 per room (double room). Last year's trip was approved for a \$375 Advance per member, for a one night trip. Taxi fare has also been requested, if needed.
- ii) Colleen C. made a motion to approve a \$500 Advance to each attending member (Ron S. and Paul P.), motion seconded by Anne Z. – ***motion carried.***
- iii) Advance Claims will be drafted - Paul P.'s claim will be mailed to him.
- iv) This Agenda Item title will be updated to read "Committee Members to Attend DCAD

and CICA Conferences held May 19<sup>th</sup> - 20<sup>th</sup>, 2015”.

v) Item to stay on Agenda.

**10. Committee Goals** - It was suggested by the Committee, to bring any proposed new goals or ideas to the next meeting.

**A. Ways to Promote Usage of County Website**

i) Chevon K. shared that the BOS has approved adopting the 211 System for Mariposa County. Adoption of this new system will include extensive community marketing tools, to promote the system and its information and resources. This Item is more of a County goal at this time and the possibility of removing this from the Agenda was discussed. The county website will continue to be maintained and include Committee Agendas/Minutes.

ii) Colleen C. made a motion to remove Item 10.A “Ways to Promote Usage of County Website” from the Agenda, motion seconded by Sally P. – ***motion carried.***

**B. Presentation to Board of Supervisors – BOS Liaisons Absent – No Update**

i) Committee requested to have the Acronyms List shared with them electronically.

ii) Colleen C. made a motion to remove Item 10.B. “Presentation to Board of Supervisors” from the Agenda, motion seconded by Paul P. – ***motion carried.***

**11. Committee Concerns**

**A. Membership**

i) A membership application has been received. The application was passed around for members to view. It was clarified that this Committee has one vacancy for the position of a “current, past or present user of personal assistance services”. This particular applicant may not qualify for the position available. Chair Paul P. will contact the applicant with an invitation to attend the next meeting.

ii) Item to stay on Agenda.

- B. During Item 10. Committee Goals, Chevon K. reported that the department has recently had a Monitoring Visit / Quality Assurance review for the IHSS program. The results of this should be in soon and will be shared with this Committee. The results may help direct the Committee on deciding future Goals.
- C. During Item 10. Committee Goals, Chevon K. shared that Human Services is looking to incorporate a Nurse position into the budget. If the BOS approves the position, this position could help serve as a liaison with IHSS applicants and doctors, etc.
- D. **Ethics Certification** – During Item 8.C., the Committee shared concerns and struggles with completing the (2-hour) on-line Ethics Training, provided by the Office of the Attorney General. Chevon K. shared that other options, such as an instructor led course, are being explored. The Committee was in agreement with the possibility of using Committee funds to help pay for alternative training methods. The Committee is willing to have the training available to others (other Board / Committee members) who may like to attend as well.
- E. Topic of “Ethics Training” to be added to next meeting’s Agenda under New Business.

## 12. Updates

### A. Program and PA Updates – Rebecca Maitto

- i) Stats provided in Agenda Packet. Rebecca M. shared that last week, the department had an IHSS QA (Quality Assurance) audit. The findings will be presented to this Committee. Chevon K. reported that due to Human Services re-structuring (which will be presented to the BOS on March 21, 2015 for approval), there will be some changes in programs, including a new IHSS program Supervisor, as well as the combining of the APS and IHSS programs. The new IHSS program Supervisor will be invited to attend the next IHSS meeting. Rebecca M. will remain the Public Authority contact and will continue to attend the IHSS Advisory Committee meetings.
- ii) Chevon K. shared that the Quality Assurance results will show where Mariposa County

is in relation to other counties in the State. New ACL's and regulations will be coming out soon. The state is looking at re-vamping some things due to the findings.

- iii) Rebecca M. shared that Mariposa was one of the top five counties that had the best re-assessment completion results from 2007-2015 and has recently received a Certificate. In the past six months, Mariposa has had a 100% completion rate, making Mariposa County currently first in the State, with re-assessment completions.

**B. CAPA – Rebecca Maietto**

- i) Rebecca M. reported that she has not received any CAPA emails and has no report at this time. She is looking into the matter.

**C. CICA Conference Call – Ron Schmidt**

- i) Ron S. reported that CICA sent letters asking for support in the passage of AB 97, which references Overtime; Discussion regarding changes to the Federal Poverty Level (raising to 112%) will be held April 8<sup>th</sup>; Unmet needs; The 1<sup>st</sup> Annual CICA Summit will be held at the Capitol on May 19<sup>th</sup>, 2015 with discussions held on how to be an effective Advisory Committee/Board, panel discussions with CAPA, Disability Rights, CARA and others, etc.; 7% cut restoration; Possible removal of the “61/66”, which puts a cap on OT hours.

- (a) Rebecca M. clarified that “61/66” has to do with the FLSA overtime issue that did not take effect in January 2015 because the court struck it down. Currently, there is no limit to a Provider's hours; however, if IHSS notices a client is working excessive hours, the timecard can be flagged and/or it will go into an exception queue for a worker to review.

**D. Monthly Financial Update – April 2015 – Nancy Bell**

- i) Nancy B. reported that the committee has approximately \$2,700 (minus the \$1,000 for member travel covered in Item 9.A.) available in the budget. This Fiscal Year (FY) will

end on May 31, 2015, and any ordering should happen before then.

**E. County and Network of Care Website Updates**

- i) Chevon K. discussed this topic in Item 10.A. Ways to Promote Usage of County Website, with discussion regarding adoption of the new 211 system. The Committee agreed that Item 12.E. “County and Network of Care Website Updates” will be removed from the Agenda. Information about the 211 System will be shared with this Committee as progress is made.
- ii) Chevon K. asked to have “Program Update” added to the Agenda under Item 10. Updates.

**F. BOS Update – Supervisor John Carrier**

- i) No BOS Liaison present. No Update.
- ii) It was requested to have BOS Rosemarie Smallcombe added to this Item.

**13. Next Scheduled Meeting Date**

**A. May 11, 2015**

**14. Adjournment – Paul P. adjourned the meeting at 2:48 P.M.**