



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

**MINUTES**

**Monday, June 8, 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, Sheila Baker, Kathryn Berry  
**Staff Absent:** Chevon Kothari  
**Recording Secretary:** Lydia Arre

1. **Call to Order and Introductions** – Chair Paul P. called the meeting to order at 1:30 P.M.
2. **Public Comments** –
  - i) Kathryn informed the Committee that, Lydia will be the ongoing Secretary effective July 2015. Sheila B. introduced herself as the IHSS Program Supervisor, providing the monthly Stat report. She also mentioned that she will be on vacation in July, and in her absence Rebecca will give her report.
3. **Approval of June 8, 2015 Agenda** – Colleen C. made a motion to move the item from New Business 6 A, to Old Business 5 B. Paul seconded the motion all agreed - ***motion carried***. Paul P. motioned to approve the Agenda as amended, seconded by Colleen C. – ***motion carried***.
4. **Approval of May 11, 2015 Minutes** – Motion to approve by Anne Z. motion seconded by Sally P. – ***motion carried***.
5. **UDW – Union Status Update** – Edwardo Zamora - Absent
  - i) Ron, explained that Edwardo Z. was in negotiations and orientations in Madera, and

that Mr. Zamora asked him to provide a Union report in his absence. Colleen questioned whether Ron S. can report for Edwardo Z. since Ron S. is a Committee member and does not represent the Union in his role as such.

- ii) It was discussed and determined by the Committee that going forward, “if the Union Rep is not in attendance by phone or in person, nor has sent a letter, there will be no report given”.
- iii) Nancy suggested that the Department send a letter to Edwardo Z. requesting, that in his absence, a written report be sent to the Secretary, to be provided to the Committee. He also has the option provide his report via telephone.

## **6. Old Business**

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

- i) Nancy reiterated that the Coulterville Office is able to accept IHSS applications in the office.
- ii) Sally P informed the Committee that she has information of an RN who may be interested in applying to be on the Advisory Board if there is a vacancy available. Paul P. stated that if Daniels application gets BOS approval, then all vacancies would be filled. Nancy stated the Committee has 7 positions.

### **B. Committee Members to Attend DCAD and CICA Conferences held May 19<sup>th</sup> – 20<sup>th</sup>, 2015**

- i) Ron reported on the CICA conference which were well attended. The discussions mostly centered on legislation that affects seniors and the disabled, and they would like to see Advisory Committees such as ours, enter into that arena. He mentioned that the discussed consumers who are Medi-Medi or dual eligible. He mentioned there are other Committees that would be better served who could make a presentation to Advisory Committees to discuss this legislation.
- ii) Ron stated the DCAD meeting was well attended but still low in attendance, primarily

due to the bad weather. There was a lot of new information about equipment and services available. There was of discussion about the restoral of the 7% cut, getting overtime approved.

- iii) Since the Conference, Ron has received multiple correspondence about the passing of the restoral of the 7% and that it isn't likely that the overtime will be approved any time soon.

## **7. New Business**

### **A. Ideas for North County – Open House / Meet and Greet – July 2015**

- i) Nancy mentioned that the Open House / Resource Fair in Coulterville will be held on Saturday July 18<sup>th</sup> from 10:00 am-1:00 pm and lunch will be provided. Flyers are being drafted and will be shared with Committee members. Representation from County agency and the Board of Supervisor, Merlin Jones will be in attendance.

### **B. Ethics Training**

- i) Nancy shared that Chevon is still working on this matter with County Counsel. No further information was available.

## **2. Committee Goals**

### **A. Medical Certification Forms Returned in a More Timely Manner**

- i) Sheila B. reported the process of staff faxing the Medical Certifications to Doctors' Offices is now in effect and they are having a faster turnaround from the Doctors'. Paul asked for a monthly report of this process and Sheila explained that this is reflected on the monthly Stats report.

## **3. Committee Concerns**

### **A. Membership**

- i) Colleen stated that the Committee has 8 positions to include the Member at Large, and the bylaws do not list the number of positions, and that we need to determine

whether they are allowed 7 or 8 positions. Clarification is needed on vacancy and position titles. Kathryn B. and Lydia A. will review and report back to the Committee.

- ii) Recent applicant Daniel Quinn, was not present at this meeting. His membership application will be on the BOS agenda for Tuesday 06/08/2015 for approval.

#### **B. Identifying At Risk Residents**

- i) Nancy reported that at risk IHSS members, have already been identified by staff. She also stated that the Sheriff's Office has another system called the Nixle system. The Committee requested a presentation about Nixle System. The secretary will follow up and arrange for a presentation to the Committee.

### **4. Updates**

#### **A. Program and PA Updates - Rebecca Maietto**

- i) Rebecca talked about the program being separated by Program, and Sheila will be the one giving that report, and Rebecca will be reporting on the PA updates. Colleen suggests to separate the two out for reporting purposes. Rebecca stated that there are 48 Preferred Providers, and they all have their badges. Provider Orientations are held monthly with an average of 6 people attending the orientations.
- ii) Sheila reviewed the Stats (Attachment C) these results were for the months of February through April that do not reflect the new process in which, as of May we had 5 new applicants and began the new process of sending the Social Worker out for the initial intake to expedite the process.
- iii) Rebecca showed the post card mailer that was sent out last week that explains the changes of staffing in the IHSS Program and PA Units. She also explained that a new pamphlet is in the process of being designed and asked if the Committee had any input, to let her know.

#### **B. CAPA – Rebecca Maietto**

- i) Rebecca informed the Committee that the 7% restoration looks like it will be passed. The CMIPS II program is getting things in place to send the Notice of Actions to Providers. She also reported that the State is looking for the funding stream to pay Overtime. They also talked about generating an emergency list for linking Recipients to a Provider in the case of an emergency. She also explained that the Department is establishing an emergency list which can cover multiple programs.

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

- i) Ron stated the majority of the call covered the recent Conferences, and AB470 related to background checks of Care Providers. AB470 covers in part, that a new Provider has to pay for their own background check, ways to get that cost covered, and how to streamline the process. They also discussed the open enrollment requirements for existing and perspective Providers, similar to our Preferred Provider List. Not all counties have an official Preferred Provider list.

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

**E. Department Updates**

- i) Rebecca reported on behalf of Chevon, that tomorrow, June 9, 2015 at 2:00 pm the Homeless Strategic Plan will be presented to the BOS if anyone was interested in attending.
- ii) Nancy stated that the application of the new Committee member is going before Board Tomorrow June 9, 2015.

**F. BOS Update – Supervisor John Carrier and/or Rosemarie Smallcombe – Absent**

- i) No report

**5. Next Scheduled Meeting Date**

**A. July 13, 2015**

**6. Adjournment – Paul P. adjourned the meeting at 2:38 P.M.**