



County of Santa Cruz

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

18 W. Beach Street, Watsonville, CA; P.O. Box 1300, Santa Cruz, CA 95061

(831) 454-4036 FAX: (831) 763-8906

IHSS Advisory Commission

Meeting Minutes

Date: Friday, February 28, 2020
Time: 1:00PM to 3:00PM
Location: 1400 Emeline Ave. Room 206, Santa Cruz, CA 95060
Present: Michael Molesky (Consumer, Chair), Lois Sones (Seniors Commission),
Becky Taylor (Consumer), Jozett Irgang (Consumer), Foster Andersen
(Consumer)
Excused: Maria Arreola (Provider), Linda Campbell (Consumer)
Absent: None
Guests: Patricia Fohrman, Cindi Grilli, Mike McConnell (Director of Adult Services)
Staff: Juan Magaña (Public Authority Manager)

Agenda:

1. Call to Order
 - Meeting was called to order @ 1:10PM
2. Roll Call
3. Agenda Review
 - Agenda reviewed; the following additions to the agenda were made:
 - o # 8 – By-Laws/County Code Discussion
 - o #9 – Vice-Chair Vacancy
 - o #10 – COVID-19
4. Review and Approval of *January 24, 2020 Minutes*
 - Reviewed minutes of the January 24, 2020 meeting, no changes made
 - Motion to approve minutes called by
 - o First/Second: Sones/Irgang
 - o Ayes: Taylor, Molesky, Andersen
 - o Noes: none
 - o Abstain: none
 - Motion carried unanimously
5. Oral Communications and Announcements: *Anyone wishing to address the commission on any item within the jurisdiction of the Commission and not listed on the agenda may do so at this time. Comments are limited to three (3) minutes in duration.*
 - Molesky reminded the group of the Caring Community Summit on March 9th
6. Guest Speaker Sam Trevino: IHSS Provider Training Curriculum
 - Sam Trevino presented the following information:
 - o Planning is underway for Fiscal Year 20/21 IHSS Provider Trainings
 - o In preparation, a listing of the courses offered in the past 6 years was compiled along with the frequency of each course
 - Some courses were offered multiple times, while others only once.
 - o A proposal for future training series includes the following:

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- Two learning tracks where courses can be selected from:
 - Learning Track 1: Didactic – to increase knowledge of a subject
 - Courses topics within this track include:
 - Disease process
 - Mental illness
 - Nutrition
 - Legal matters
 - Personal development
 - Community services
 - Learning Track 2: Clinical – to develop skills
 - Course topics within this track include:
 - Interpersonal communication
 - Activities of Daily Living (ADL)
 - Instrumental ADLs
 - Emotional support
 - Self-care
 - Safety
- Course topics for each learning track was provided
- The proposal would be to select courses from both tracks for each training session.
- In addition to the selected courses, each training class will include a 5-minute session spotlighting a community service available to the participants.
- The commission is asked to look at the courses available and provide feedback to staff regarding which courses they would like to see offered for Fiscal year 20/21
- The Health Project Center will work with PA staff to set the training curriculum for the upcoming fiscal year.
- Staff to add training to the March IHSS Advisory Commission meeting agenda in order to finalize the training curriculum by April.

7. Correspondence

- The correspondence was passed with the following documents:
 - “Medical Equipment, Assistive Devices and Supplies: A guide for IHSS consumers and caregivers”
 - Articles:
 - “Fraud watch 2019” from April 2019 AARP Bulletin
 - “The Older Americans Act” from April 2019 AARP Bulletin
 - “Is there a cure for loneliness” from December 2019/January 2020 AARP Bulletin

8. By-Laws/County Code Discussion (Added to agenda)

- *Staff reported that a call was received from Supervisor Coonerty’s office regarding a request to fill a vacancy for our commission. The vacancy that was being looked at was the “representative of community-based organization that supports seniors and disabled individuals and IHSS goals and objectives”*
- *When confirming the vacancy with the clerk of the board, they were advised that we do not have that vacancy. Our current vacancies include:*
 - *1 Consumer Representative*
 - *1 Representative of County Advisory Body*
 - *1 Representative of County Advisory Body or County Staff*

- *A discussion was held with Supervisor Coonerty's staff regarding the discrepancy in our current vacancies*
 - *Upon review of County Code 2.124.024 and the Commission's By-Laws, it was determined that the Commission's By-Laws are not in line with County Code.*
 - *In order to help resolve the discrepancy, an inquiry was placed with County Counsel to see how we could best proceed to ensure that the Commission is able to fill its vacancies while ensuring that it followed County Code.*
 - *County Counsel informed staff that we have two options:*
 - o *Option # 1 - Update the Commission's By-Laws to match County Code – this would limit our ability to fill our vacancies*
 - o *Option # 1 – make an amendment to County Code to include “a representative or individual from an organization that advocates for people with disabilities or seniors.”*
 - *The Commission's By-Laws would also need to be updated to reflect this language (as stated on Welfare Institutions Code (WIC) 12301.3).*
 - *The commission discussed both options and requested that staff investigate the feasibility of updating County Code.*
 - *A motion was called for staff to follow up with County Counsel on the feasibility of updating County Code; to follow up and do more research; and report back at the next meeting*
 - o *First/Second: Sones/Taylor*
 - o *Ayes: Irgang, Molesky, Andersen*
 - o *Noes: none*
 - o *Abstain: none*
 - o *Motion carried unanimously*
9. *Vice-Chair Vacancy (Added to agenda)*
- *Staff reported that Patricia Howes, Vice Chair, and at-large representative of Providers officially resigned.*
 - *As a result, a Vice-Chair is now needed as she was our Vice-Chair.*
 - *Molesky asked if anyone is willing to be temporary Vice-Chair until the commission holds elections in April.*
 - *Sones self-nominated herself to be the acting Vice-Chair*
 - *Taylor second the nomination*
 - o *Ayes: Irgang, Molesky, Andersen*
 - o *Noes: none*
 - o *Abstain: none*
 - o *Motion carried unanimously*
10. *COVID-19 Discussion (Added to agenda)*
- *The commission agreed to add Coronavirus (COVID-19) to agenda as a standing item.*
 - *A recap of the recommendations made by the County Health Department were provided*
11. *Electronic Visit Verification: Overview of Implementation Activities*
- *The following information was provided by Staff:*
 - o *The department had a visit from CDSS earlier this month, recipients and providers will start receiving notices next month advising them of the transition to ETS/TTS. In April, they'll actually receive a notice with a code to register. By June 30th all IHSS providers must be on ETS or TTS.*
 - o *Currently, 53.9% of IHSS recipients and providers have enrolled in ETS or TTS*

- Our Extra Help Social Workers are contacting clients that IHSS Social Workers have identified as needing assistance with enrollment in Electronic Timesheets and/or Telephonic Timesheets. We still have many folks hesitant in making the transition.
- We will soon be providing Electronic Timesheet System enrollment workshops in our office and at apartment complexes throughout the county
- We now have two computers at 1400 Emeline that IHSS recipients and providers can use to enroll in Electronic Timesheets and/or certify their e-timecard
- Computers are in the process of being installed at 18 West Beach in Watsonville for the same purpose

12. Updates/Housekeeping

a. Topics & Speakers

- Janie Whiteford is scheduled to present at the March 27, 2020 meeting

b. Commission Vacancies

- This item was discussed in agenda item # 8 and 9 (added items)

13. Follow-up to Homebridge Presentation

- A recommendation from the Master Plan on Aging is for a Homebridge Model
- Santa Cruz used to have a dual mode programs – the consumer's hours were reduced to cover the costs – this did not work out well in this county.
- Sones asked what the next step is to get a Homebridge type model in our county?
- Molesky informed that the information provided by Homebridge program was presented to the Alliance.
- The group agreed to keep this item on the agenda

14. IHSS Program Updates (McConnell)

- McConnell reported that his retirement has been extended to 11/30/2020
- MENU program update – attendance for the nutritional cooking classes has been low, primarily because of the timing of the classes. In order to increase attendance, the frequency of classes has been increased; Teen Kitchen, the organization that holds the cooking classes, brought food samples to the provider orientation in order to get more providers to attend.

15. Public Authority Updates (Staff)

- Staff reported that planning for the Caring Community Summit is well under way.
- The Summit will be on March 9, from 9-1pm at Twin Lakes Church
- The theme for the Summit is Wellness and Self-Care; Dr. Patrick Arbore will give the keynote speech and there will be three breakout groups to follow:
 - Breakout # 1 – Wellness and Self-Care with Dr. Arbore
 - Breakout # 2 – Community Resources with Sam Trevino
 - Breakout # 3 – Companion vs. Caregiving with Ryan Althaus
- A flyer for the Summit was passed and the commission was asked to encourage community partners to attend.

16. Subcommittee Reports – this item was held over to the March 27, 2020 meeting

- a. Seniors Commission (Sones)
- b. Commission on Disabilities (Taylor)
- c. Legislative (Molesky)
- d. Website (Taylor)
- e. CICA Conference Calls (Molesky)
- f. CCAH (Vacant)

Meeting adjourned @ 3:05PM

Next Regular Meeting: March 27, 2020, 1:00PM – 3:00PM at 1400 Emeline Ave, Room 206, Santa Cruz, CA 95060