Butte County In-Home Supportive Services (IHSS)

Advisory Committee Minutes

May 12, 2015

10:30 a.m. – 12:30 p.m.

2445 Carmichael Drive, Willow Room (Butte Community Employment Center-CEC)

Chico, California

1. Call to Order- Vice Chairperson, Mark Gordon

 The meeting was called to order by Mark Gordon at 10:33 a.m.

1. Establishment of a Quorum- Vice Chairperson, Mark Gordon

 A quorum was established.

Members in attendance were: Committee Members: Mark Gordon, Dorothy Churchill, Patricia Anthony, Domenic Console, Thomas Edgar, Sue Handley, Sarah Okumbe, and Laura Loriano; Mariann Ramirez ASD Program Manager (interim agency representative) staff and support: Eva Stafford and Margie Ruegger.

1. Minutes of February 10, 2015: Review and approval- Mark Gordon (Action)

Motion to approve February 10, 2015 minutes – M/S/C: Patricia Anthony/Domenic Console passed unanimously.

1. IHSS Advisory Committee Membership- Mark Gordon (Sarah May absent)

Two membership positions are vacant on the Committee: one recipient and one advocate. Eva has the application on the Advisory Committee page of the Public Authority website (bcihsspa.org). The advocate position is held by the DESS Program Manager for A.S.D. The DESS position is now being occupied by the interim manager. Once this position is filled by the county the committee will make a decision on recommending the manager to the advocate seat on the committee.

1. Committee Budget for FY 2015/16- Mark Gordon (Action)
* The Budget for FY 2015/16 was reviewed by the committee members and a motion to approve was made- M/S/C: Sarah Okumbe/Domenic Console passed unanimously.
* CICA dues were discussed and the committee felt that the services and information shared through CICA were a good value for our committee to receive.
1. CICA Conference in Sacramento-Mark Gordon (Action)

Annual conference will be held May 19th in Sacramento. The committee discussed sending Margie Ruegger as the representative to bring back information from this 1st Annual Conference- M/S/C: Patricia Anthony/Thomas Edgar passed unanimously.

1. State and Local Update- Mariann Ramirez, Interim ASD, Program Manager

Three new social workers have been hired. There are 3,574 IHSS cases open in Butte County. During the month of April 162 new referrals were received. Referrals and caseloads are increasing. Currently, there are four intake social workers and they will be hiring one more; 15 ongoing social workers and they will be hiring two more. Each social worker has 255 recipients in their caseload. They will reduce that to 238 with the two new hires.

At the start of the FY a Public Health nurse will be working in IHSS as a consultant.

Beginning April 2015 the California Dept. of Social Services (CDSS) worked with a few select counties and started a pilot project for helping the visually impaired and blind~~.~~ The program will have social workers work with visually impaired recipients to provide them reasonable accommodation resources such as larger font notices, as well as an alternative auditory process for timesheet approvals by blind and visually impaired IHSS recipients. This program will be implemented state wide in August 2015.

1. IHSS Public Authority (PA)- Eva Stafford
* Provider Orientation-Hearing Impaired- CDSS informed PAs and counties that in the future new videos will be available with closed captioning. CDSS provided the current orientation video in script for the hearing impaired. PA can email and/or mail the script to hearing impaired applicant providers as well as provide one-on-one orientation with the assistance of a county ASL interpreter.
* Provider on-line training is coming to Butte County. This will provide IHSS care providers with greater access to training which can increase their skills in communication and understanding of the many different needs of IHSS recipients. The library is quite large. The provider can print a certificate of completion for the training. The committee discussed the importance of using actors that are actual recipients of service to make the videos more realistic.

Training for recipients to learn their employer responsibilities was suggested. Laura Loriano informed the committee that Passages has information on their website (www.passagescenter.org) on how to select a provider.

Currently DESS has social service aides to help with hiring a provider. The county staff person goes to recipients’ homes, or the place of the recipients’ choice, and assists with interviewing the Public Authority Registry care providers when it is needed. PA may take over this duty. The Public Authority can help with guidelines in hiring as well.

The CDSS website provides information for providers and recipients. <http://www.cdss.ca.gov/agedblinddisabled/PG3382.htm>

1. Notice of Action-Dorothy Churchill noted how important it is to keep your Notice of Action as it defines the number of hours you can receive for each service category. Ms Churchill encourages recipients to share this document information with care providers. A change in health condition can result in a new assessment to increase or change services needed. There was discussion about the new timesheets lacking a way to stop providers from changing hours worked after they are signed by the recipient. It was suggested that county/PA provide substitute care providers so the problem providers can be let go. Another suggestion was for the recipients to mail the timesheet to the Timesheet Processing Facility, not the care provider.
2. Suggested Agenda Items for next meeting: Prioritization of issues that the Committee would like to present during CICA meetings. Concerns about timecard manipulation by provider; need for emergency provider registry; CICA report from 1st Annual Conference. Discuss need for large font and other needs to accommodate committee members.

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1. Public Comment – None

12. Adjournment- Vice Chairperson Mark Gordon

 Meeting was adjourned at 12:07 p.m.

 Next meeting: Date: August 11, 2015

 Time: 10:30 a.m. – 12:30 p.m.

 Location: 2445 Carmichael Drive, Willow Room, Chico, CA