Butte County In-Home Supportive Services (IHSS)

Advisory Committee Minutes

August 11, 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- Chairperson, Sarah May

 The meeting was called to order by Sarah May at 10:34 a.m.

Sarah May introduced the new Butte County Program Manager from Adult Services Division, Ms. Nanette Gledhill, M.S.W.

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

 A quorum was established.

Members in attendance were: Committee Members: Sarah May, Mark Gordon, Dorothy Churchill, Patricia Anthony, Domenic Console, and Sarah Okumbe, staff and support: Eva Stafford and Margie Ruegger.

1. Minutes of May 12, 2015: Review and approval- Sarah May (Action)

Motion to approve May 12, 2015 minutes – M/S/C: Mark Gordon/Domenic Console passed with one abstention from Sarah May.

1. IHSS Advisory Committee Membership- Sarah May

Nanette gave a brief summary of her qualifications for the committee membership position of County Representative. She has many years of experience working for the Department of Employment and Social Services and has personal experience caring for her own mother. M/S/C: Sarah May/Patricia Anthony passed unanimously. One membership position is vacant on the Committee: one recipient position. Eva has the application on the Advisory Committee page of the Public Authority website (bcihsspa.org). Sarah has a recruitment flyer she will share with the committee.

1. State and Local Update- Nanette Gledhill, ASD Program Manager & Eva Stafford, IHSS Public Authority Supervisor

The 7% reduction has been terminated starting on July 1, 2015. Recipients received a letter with their new hours listed.

1. IHSS Public Authority (PA)- Eva Stafford
* Registry Update- Butte County has 112 registry providers in an available status, 240 providers are in a working status and 69 providers are considered terminated. Providers are required to call in every two weeks to stay in an available status. They are still activity recruiting providers. Butte College has the application on-line. Butte County Library system is putting fliers out throughout the county. Fliers have been posted in laundromats, and chamber of Commerce offices. The Paradise and Magalia area are in need of providers
* New Timesheets- New timesheets are being used. The timesheets list the total hours a recipient receives for service hours. Information on timesheet completion is available on-line. This has been augmented with new information for the current timesheets. Recipients and providers can see and hear how to complete the timesheets.
* Interview Assistance-Public Authority provides In-Home Supportive Service aides to help with hiring a provider. They can go to recipients’ homes, or the place of the recipients’ choice, and assist with interviewing the Public Authority Registry care providers when it is needed. The Public Authority can help with guidelines in hiring as well.
1. CICA Activities Update- Sarah May
	* + - CICA several members receive emails from the group. New Butte County CICA representative is Marcia Cracker. She is a parent/provider.
			- 1st Annual CICA Conference- Margie Ruegger attended the one day conference held in May. The history of IHSS was provided. Information about how to have a successful IHSS Advisory Committee was discussed. Many different current legislative issues were reviewed. They were hosting a day at the Capitol the day following the conference.
2. Discuss accommodations for Committee members: The committee members agreed that an 18 font size for the agendas and minutes be created. These will be mailed out to three of the members and three for the public meeting. It was also suggested the lettering be in bold.
3. Suggested Agenda Items for next meeting: Review change in font size for the agendas and minutes. Review committee terms for those with terms expiring in December and discuss reappointment/elections.

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1. Public Comment – None

11. Adjournment- Chairperson Sarah May

 Meeting was adjourned at 11:51 p.m.

 Next meeting: Date: November 10, 2015

 Time: 10:30 a.m. – 12:30 p.m.

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