

IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE

November 3, 2017

12:45 p.m.

SAN DIEGO ROOM

3851 Rosecrans St.

San Diego, CA 92110

I. CALL TO ORDER: The meeting was called to order at 1:00 p.m.			
A. Attendance			
Members		Excused Members	Guests
Esther Anthony-Thomas Burton Disner Yolanda Ivy	Charles Kirtley III Noreen Woods	Demra Henderson Martha McCarthy Cheryl Sevier	
Alternates	AIS Staff	IHSS Public Authority	
	Elsa Caprioglio Maria Molina-Melendez Cameron Gordon	Vickie Molzen Diana Montellano	
Item	Outcome/Discussion		Action Items
II. PLEDGE OF ALLEGIANCE: Done			
III. INTRODUCTIONS: Everyone in attendance was asked to introduce themselves.			
IV. APPROVAL OF AGENDA: Noreen led the meeting in Cheryl's absence and asked for a motion to approve the agenda. Charles made a motion to approve the agenda; seconded by Yolanda— Motion carried unanimously. There was a quorum for part of the meeting. The minutes will reflect the portion with a quorum. The additional notes will not be considered part of the formal minutes.			
V. APPROVAL OF MINUTES: Noreen asked for the review of October's minutes; Charles made a made motion to approve the minutes; seconded by Yolanda— Motion carried unanimously.			
VI. CHAIR'S REPORT: No report.			
VII. BOARD LETTERS (discussion and possible action):			
A. None			
VIII. REPORTS			
A. AIS Council	No report		
B. Membership Committee	Maria said there is one person interested in joining the committee. She will attend the Caregiver Recognition event and staff the table along with committee members.		
C. IHSS	Elsa reported that in October CDSS conducted training for IHSS Staff in preparation for the Assessment Clarification process; social workers are moving away from doing time for tasks assessments and focusing on annotated assessment criteria, no start date yet. IHSS is working on interviewing and hiring new social workers to fill behind upcoming vacancies		
D. UDW	No report		
E. CICA	Vickie listened in on the CICA call; Charlie Bean sent minutes and was forwarded to the committee. Vickie detailed some of the topics discussed in the call and mentioned in the minutes. She recommended members to listen in on future calls.		
F. Public Authority	Vickie mentioned the great efforts PA and Union made to provide training on electronic timesheets.		

At this point meeting ended due to lack of quorum; presentation was given by Iona. Additional notes not to be considered part of the formal meeting.

IX. PRESENTATION (discussion and possible action): *(here's where a separation needs to be made that the meeting ended but the presentation was given by Iona.* Electronic Time Sheet presentation was done by Iona Armando from Public Authority. It is a power point presentation with basic information for Providers and Consumers who want to sign-up. Iona distributed a printed copy of the presentation as guide and went over questions of the members.

X. OLD BUSINESS (discussion and possible action):

- A. Individual Provider Recognition Event Reminder: Vickie did a friendly reminder for the November 28 Caregiver Event at Balboa Park. PA will provide promo items for the committee's table and Maria Molina-Melendez will sit with the members to staff the table and attempt to recruit new members.
- B. IPRE Committee's Schedule: Martha & Noreen will staff the table from 10:00 a.m. – 12:00 p.m. Cheryl, Esther and Charles from 1:00 p.m. – 3:00 p.m.
- C. Sunset Review – Bylaws: Vickie reminded the committee about presenting the Sunset Review to this committee a couple of months ago; it had been approved at that time. Now the Sunset Review has been submitted to the County to meet requirements.

XI. NEW BUSINESS (discussion and possible action):

- A. – Holiday Meeting: – On December 8, the traditional potluck will occur before the regular meeting. Vickie announced PA will provide paper goods, and a ham. She suggested limiting the number of desserts. Esther asked if the invitation can be extended to those who stop at the table and show interest in joining the committee. Former members also attended. Room will be available at 11:30 a.m. ***Diana will email a sign-in sheet.***

XII. PUBLIC COMMENT: None

XIII. MEMBER COMMENT: Noreen distributed flyers from B5 Foundation Culinary Arts Academy Program (CAAP) application UDW sponsored. She mentioned that today the Bike Light Coalition is giving away free light bike at the East Village Library. Burton announced a Fall Prevention program Scripps in Encinitas. He mentioned the Live Well Program at the Town and Country Hotel on November 8th register to attend.

XIV. NEXT MEETING AGENDA:

XV. ADJOURNMENT: Noreen adjourned the meeting at 1:35 p.m.

Minutes respectfully submitted by Diana Montellano