

IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE

June 10, 2022, 12:45 pm.

Join Zoom Meeting

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I. CALL TO ORDER: The meeting was called to order at 12:46 pm.			
A. Attendance			
Members		Excused Members	Guests
Rosemarie Bahmani Nadine Branch Demra Henderson Yolanda Ivy	Shirley Owens Angela Vitucci Antonio Wilson	Marissa Chavez LaRue Fields	Don Howard Ethel Larkins Jacqueline Jackson Chris Mendez – UDWA Rusty Krumm
Alternates	AIS Staff	IHSS Public Authority	
	Julie Lara Megan Ogden	Thomas H. Johnson Pati Lopez Eva Stafford Linda Santana Diana Montellano	
Item	Outcome/Discussion		Action Items
II. ESTABLISHMENT OF QUORUM: Done			
III. PLEDGE OF ALLEGIANCE: Done.			
IV. INTRODUCTIONS: Everyone in attendance introduced themselves. Rosemarie stepped down from her Chair position due to health issues but will remain as member of the Committee. Nadine will step in to conduct this meeting. Rosemarie respectfully nominated Nadine for Chair, Marissa for Vice-Chair, and Angela for Parliamentarian for the upcoming election.			
V. TELECONFERENCE RULE: Diana read Government Code 4. Angela made a motion to accept the teleconference rule. Antonio seconded it. Motion passed.			
VI. APPROVAL OF AGENDA: Nadine recommended amending the agenda and adding Elections under New Business and CICA dues under Old Business. Thomas also asked to add Eva Stafford’s name under the Public Authority presentation. Angela motioned to approve the amended agenda, and Antonio seconded it. Motion carried.			
VII. APPROVAL OF MINUTES: Nadine asked to review May’s minutes; Antonio motioned to approve the minutes, seconded by Yolanda. Motion carried.			
VIII. CHAIR REPORT: Nadine thanked Rosemarie for her excellent job as Chair of this Committee and expects the Committee to continue their outstanding work.			
IX. BOARD LETTERS (discussion and possible action): None.			
X. REPORTS			
A. AIS Council	No report		
B. Membership Committee	Julie said that Ethel Larkins, present at today’s meeting, will be voted as the IHSS/PA Advisory Committee representative fo the AIS Council at their next meeting. There are few committee vacancies, and Demra and Yolanda continue filling their seats. Antonio will term out at the end of this month. Julie is setting up an interview with a potential member.		

C. IHSS	Julie, on Elsa's behalf, introduced Megan Ogden who is an IHSS Supervisor. Megan went over her professional background.	
D. UDW	Chris stated that UDW leaders announced the 2022/2023 joint agreement that involved many provisions related to IHSS and Childcare. Chris talked about the "Get out to Vote" campaign. UDW continues with their PPE (Personal Protective Gear) distributions, orientations, and Zoom meetings. They will have membership meeting in which they announce their new board members: Maria Esthela Garza, Chair, and Sabrina Bishop/ Vice-chair. Next week they will celebrate Juneteenth and plan on conducting in-person timesheets training sessions in July. Nadine asked about the Juneteenth event and the Childcare portion of the joint budget agreement. Chris will send information, and Diana will share it with the Committee.	
E. CICA	Nadine said CICA continues with its monthly meetings on the third Wednesday and trainings on the first Wednesday of the month. In addition, there are videos available upon request. CICA is pushing to reestablish the budget and is talking about individual membership, where consumers and providers can join for \$10 a year.	
F. Public Authority	Thomas echoed Nadine's sentiment about Rosemarie's participation as Chair of this Committee and is sure the Committee will continue doing great work. PA has been in Budget discussions during the past month with presentations with the Board of Supervisors and the general public at virtual district townhall meetings. There will be a Budget Hearing next week with one being held in the morning and the other in the evening. He is happy to announce that a consultant has been hired to assist with the Board of Supervisors directive related to 1.- Ensure the State match is maximized, 2.-Recruitment and Retention, 3.- Data framework to ensure implemented plans are properly implemented and functioning, and 4.- Community engagement.	

XI. PRESENTATION (discussion and possible action)

A. Public Authority Presentation. Claudia Cleeton, Eva Stafford, Pati Lopez, and Linda Santana – Thomas and the Public Authority managers presented a PA overview. Thomas explained that PA provides services to the IHSS program by State mandate, is set up to act as the employer of record for all IHSS providers, operates a caregiver registry, provides access to training, and negotiate with the IHSS provider's labor union. Thomas mentioned that the County of San Diego Board of Supervisors acts as the Governing Body for the Public Authority. He then commented that the Public Authority is a separate legal entity from the County and serves over 30,000 IHSS Providers. Eva Stafford presented the Provider Enrollment and Training portion and informed that her department conducts daily enrollment sessions for over 550 IHSS providers per month, processes DOJ (Department of Justice) background check results and verifies information for all applicants that will be working as a provider. Thomas also presented the Provider Services Department on Claudia Cleeton's behalf. He went over the details that included staff answering over 10,000 calls per month, processing Verification of Employment requests, and conducting workers' compensations and fraud investigations. Pati Lopez presented the Registry Department and stated they match providers with IHSS consumers who need assistance in their own homes and conduct home visits to help IHSS consumers hire providers. Thomas presented the Administration Department, which provides support to the Public Authority staff including IT facilities, data management, and procuring and tracking supplies and materials. In addition to that, they offers fiscal support and manages Human

Resources for Public Authority staff. Thomas answered members' questions.

XII. OLD BUSINESS (discussion and possible action):

- A. **Fiscal Report:** Nadine reviewed the fiscal report and asked members if there were any questions or comments regarding the Committee's budget.
- B. **Goals Review:** Nadine read the new goals Rosemarie put together and asked members if there were any ideas or goals they would like to suggest.
- C. **iPads to Advisory Committee Members.** Four members were identified for the iPads; a member of the Public Authority staff will be scheduling a meeting to train the committee member on how to use the device and have them sign a user agreement.
- D. **CICA Dues.** - Nadine stated we received a CICA invoice for the dues in the amount of 750 dues. Nadine asked for a motion to pay the CICA dues. It was moved by Yolanda and seconded by Shirley. **Motion passed.**

XIII. NEW BUSINESS (discussion and possible action):

- A. **Elections:** Rosemarie submitted a list of the names she wanted to recommend for the new board. Nadine as Chair, Marissa for Vicechair, and Angela for Parliamentarian. Nadine and Angela accepted the nomination. Nadine asked for a motion on these positions. Shirley made a motion to elect Nadine as Chair; Yolanda seconded it and with five votes **motion passed**. Yolanda motioned to elect Angela as Parliamentarian; Shirley seconds it. With five votes **Motion passed**. Diana will contact Marissa to confirm that she will accept the Vice-Chair nomination, then the election can proceed.

XIV. PUBLIC COMMENT: A member of the public stated he has been attending the meeting for a year and a half.

XV. MEMBER COMMENT: Shirley talked about the public member who has attended the Committee's meeting for over a year. Julie will reach out to this individual to see if he wants to become a member. Shirley also talked about the use of the Committee's remaining balance. Thomas mentioned that he will re-send the list of items that the Committee can spend their funds.

XVI. NEXT MEETING AGENDA: To be determined.

XVII. ADJOURNMENT: Rosemarie adjourned the meeting at 2:28 pm.

Minutes respectfully submitted by Diana Montellano.