



**In-Home Supportive Services
Public Authority Advisory Committee
of Mariposa County
Post Office Box 99
Mariposa, CA 95338
(209) 966-2000**

MINUTES

Monday, December 12th, 2022

Video Conference

Members Present: Mary Wilson, Dana Hallett & Laura Conger

Members Absent: Eva Adams

Union Representative(s): N/A

Staff Present: Christy McCarthy, Janet Gass & Jason Allen

Board Of Supervisors (BOS) Liaison(s): Rosemarie Smallcombe

Guest(s): N/A

Recording Secretary: Jason Allen

Call to Order and Introductions: Seeing a quorum, the regular meeting of the In-Home Supportive Services Advisory Committee was called to order at 1:32PM by Chair Dana Hallett. The Committee proceeded to consider the agenda and the following actions were taken or direction given:

1. Public Comments:

- a. N/A.

2. Resolution No. 2022-001:

- a. A resolution proclaiming a local emergency, ratifying the proclamation of a state of emergency by the Governor of the State of California on March 4, 2020 regarding an outbreak of respiratory illness due to a novel coronavirus (a disease now known as Covid-19), and authorizing remote teleconference meetings of the Mariposa County In-Home Supportive Services Advisory Committee for the period of November 14th – December 14th pursuant to Brown Act provisions.
 - i. By unanimous vote, the committee approved the motion of Mary, with a second by Laura, to approve authorizing remote teleconference meetings of the Mariposa County In-Home Supportive Services Advisory Committee for the period of October December 12th, 2022 – January 12th, 2023.
 - ii. Per the Board of Supervisors, this will no longer be an option as of March 2023 as the state of emergency declaration made by the state of California will be over. We will be returning to in-person

meetings at Health & Human Services, 5362 Lemme lane as of the
March 2023 meeting.

3. Approvals:

- a. November 14th, 2022 Agenda
- b. December 12th, 2022 Agenda:
- c. October 11th, 2022 Minutes: **(Attachment A)**
- d. November 14th, 2022 Minutes **(Attachment B)**
 - i. By unanimous vote, the committee approved the motion of Mary,
with a second by Laura, to approve the agendas from 11/14/22 &
12/12/22 as well as the minutes from 10/11/22 & 11/14/22.

4. UDWA - Union Status Update:

- a. N/A

5. Old Business:

- a. N/A

6. New Business:

- a. N/A

7. Committee Goals:

- a. Continue recruiting efforts.

8. Committee Concerns:

- a. N/A

9. Updates:

- a. BOS Update - Rosemarie Smallcombe: Governor's Master Plan on Aging /
Americans with Disabilities Act (ADA)

- i. Rosemarie would like to take a few minutes during the January meeting to share information from a workshop scheduled for 12/14/22 about the Governor's Master Plan on Aging and Disability.
 - ii. An ADA Contract has been awarded to our county via our ADA coordinator; the coordinator will be meeting with department heads to discuss further action around reaching compliance. More information to come in Jan 2023.
- b. Agency and Branch Updates:
 - i. Christy – IHSS:
 - 1. IHSS employees sent out additional mailers to notify providers of requirement to sign up for direct deposit.
 - 2. Regarding new applications, October 2022 saw 21, November 2022 saw 12 & December 2022 saw 5.
 - 3. Mariposa IHSS Current caseload = 320 altogether, this is higher than it's been in approximately 7 years.
 - 4. Will be putting more focus on working with providers and Public Authority.
 - 5. Continuing on-going provider recruitments.
 - ii. Janet – Public Authority:
 - 1. Working on improving customer service quality even more and identifying how to expedite provider referral process.
 - 2. After Jan 1 2023, will be making changes to how IHSS work is handled.

- a. Working to organize a provider timesheet and payroll workshop, this will help mitigate delays in payment due to improper payroll processing.
- b. Setting up monthly registry provider check-ins which will establish regular communication between registry providers and IHSS staff. This is being done so staff will be more aware of who is working, who's hours have increased/decreased, who has quit working, etc. This will be done through email correspondence; a form has been created to gather contact information and necessary IHSS information. The goal is to see that all providers are being allotted the hours they are allowed.

10. Financial Update:

- a. Due January 2023.

11. Next Scheduled Meeting Date: January 9th, 2023.

12. Adjournment: @ 2:13PM