



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

AGENDA

Monday, February 8, 2021

1:30 P.M. – 3:00 P.M.

**Mariposa County Health & Human Services Building
5362 Lemee Lane, Mariposa, California 95338**

Video Conference Meeting

Please join the meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/AdultsandAging/ihss-advisory-committee-meeting-9>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 282-144-045

Call to Order and Introductions – Ron Schmidt, Chairperson

1. Public Comments

PERSONS WISHING TO ADDRESS ANY AGENDA ITEM OR COMMENT ON ANY ITEM NOT ON THE AGENDA MAY DO SO AT THIS TIME. COMMENTS ARE LIMITED TO FIVE MINUTES PER PERSON. PLEASE STATE YOUR NAME AND ADDRESS. FOR ITEMS NOT ON THE AGENDA, NO ACTION WILL BE TAKEN AT THIS TIME. IF IT REQUIRES ACTION, IT WILL BE REFERRED TO STAFF AND/OR PLACED ON THE NEXT AGENDA.

2. Approval of February 8, 2021 Agenda
3. Approval of January 11, 2021 Minutes (Attachment A)
4. UDWA - Union Status Update
5. Old Business
 - A. Recommended IHSS Bylaw Revisions
6. New Business
 - A. Recommended IHSS Advisory Committee 4-Year Term Limits
 - B. IHSS Advisory Committee Stats Report - (Quarterly—April 2021)
7. Committee Goals
 - A. Fill all the Committee Member Openings
8. Committee Concerns
9. Updates
 - A. BOS Update-Marshall Long
 - B. Agency and Branch Updates
10. Financial Update - (Quarterly—April 2021)
11. Next Scheduled Meeting Date: March 8, 2021
12. Adjournment



In-Home Supportive Services
Public Authority Advisory Committee
Of Mariposa County
Post Office Box 99
Mariposa, CA 95338
MINUTES
Monday, January 11, 2021
Video Conference

Members Present: Mary Wilson, Eva Adams, Dennis Mende, Ron Schmidt, Dana Hallett

Members Absent: N/A

Staff Present: Terri Peresan, Christy McCarthy, Shannon Bridges

BOS Liaison: Marshall Long - Absent

Guest(s): None

Recording Secretary: Janet Gass

Call to Order and Introductions – Chair, Ron S., called the meeting to order at 1:30 PM.

Roll call completed.

- 1) **Public Comments** – Dana H. mentioned that she had polled a couple of recipients and a couple of providers about IHSS issues/concerns and they all said they are wondering about Covid-19 Vaccine. Christy Mc. responded that the Vaccine is being handled by

John C. Fremont hospital or the Public Health Department. Staff at the HHSA are not involved with disseminating the information as it is a Public Health response. Surveys regarding the Vaccine were e-mailed out to all IHSS Providers who provided an e-mail address, by the agency's administrative team, and response from the survey would result in contact by John C. Fremont or Public Health staff to make appointments when the Vaccine was available. Additionally, HHSA sent out letters to providers who do not have an email on file, with a paper survey and a postage paid envelope to return the survey, for the same handling and future contact. Terri further clarified that Public Health would be the best contact for anyone who has questions about the Vaccine. County website's Public Health page would also be able to provide information and other contacts.

Dana H. also commented that she had spoken to a recipient who is anxiously wanting to get the Vaccine, she is not yet 70 and needing cancer surgery. This person's provider has already received their first shot. Terri responded that Public Health is working with the prescribed Tiers for distribution, per CDC, and contacting people as they become eligible per those guidelines.

Dana H. commented that she had heard from another recipient who is wheelchair bound, one of her two providers quit, and the other one has now been quarantined. Is there an emergency provider that could assist her short term?

Christy responded that the IHSS unit has been notified of this situation this morning and are working to locate and refer a provider to her. Christy also stated that the IHSS unit has been doing outreach for Registry Providers as our list of available providers has been depleted. We have been seeing a positive response to this outreach and are hopeful that new Registry Providers are added.

Eva stated that she is not able to access the Ethics training, however her daughter has been able to assist her. She is expecting to be able to complete it this evening.

- 2) **Approval of January 11, 2021 Agenda** – Mary W., made motion to approve agenda as is; Dana H., seconded the motion. Ron S., Eva A., Mary W., and Dana H., Dennis M. all approve, motion carried.
- 3) **Approval of December 14, 2020 Minutes – Attachment A.** Mary W., made motion to approve the meeting minutes as is; Dana H. seconded the motion. Ron S, Eva A., Mary W., Dennis M., and Dana H. all approve, motion carried.
- 4) **UDWA** – No update from the Union. Christy commented that the Union has been notified that Public Health has been coordinating and contacting Providers regarding the Vaccine. Terri stated that the Union Rep out of Merced had emailed with several questions and was directed to Andrew Carter.
- 5) **Old Business** – None
- 6) **New Business** –
 - a. **IHSS Advisory Committee Stats Report – Attachment B.** Staff report by Christy, explained the charts and graphs; we can now see all providers and recipients who are enrolled in the Electronic Visit Verification (EVV), Electronic or Telephonic Timesheets (ETS/TTS). Janet G., in the Public Authority, has been a lot spending time either on the phone or in person in the office assisting providers and recipients getting connected. It has been time consuming, however we expect that the need for assistance will reduce as more get the hang of it. A positive side of the ETS/TTS is that it will reduce errors.
 - b. **Bylaws Revisions – Attachment C** Ron S. stated that the current Committee Bylaws had a couple of highlighted sections he would like to address. Page 3,

Article III, Section 7 – “Once a quorum has been established, the affirmative vote of a majority of all members present of the Committee shall be necessary to take action. Voting shall be by oral vote unless on any matter a member requests voting by written ballot”. Ron said that it was his understanding that the Committee and the Bylaws were set up by directives from Sacramento [The State Department of Social Services] and Welfare and Institute code, and asks if we could request assistance from the County Clerk of the Board or County Counsel. Terri stated that the corrections to the Bylaws were made by the Clerk of the Board, and the comments in red were made by the Clerk of the Board as this information does not exist for any other committee and suggested that it be deleted as it does not come from government code.

Terri stated that Article II, Membership, Section 3 – “Members who have been appointed shall serve a term of four (4) years, with appointments equitably staggered so that approximately one-third (1/3) of membership expires each year. Members shall be reviewed and reappointed as necessary; membership terms are not limited to a number of term reappointments” has been added, Section 4 - which addresses members missing meetings and possible removal from the committee, and Section 5 - any member wanting to resign may do so by notifying the Chairperson in writing. Terri P. asked if there were any questions about the changes, recommended by the Clerk of the Board? Mary W. asked how a member gets reappointed? Terri replied that a member can request to be reappointed when their term is approaching expiration, request at a Committee meeting or do so in writing. Same process for resigning, may be done in writing or in person at a Committee meeting. The request will be

confirmed in writing, which helps to document the term length and how long a member has been of service.

Terri noted that the last change is on Page 5, when the revised Bylaws are adopted. In the past, the Committee had been adopting changes. The adoption is a function of the Board of Supervisors. The Committee has the ability to Approve the changes and recommend to the Board that they adopt the revised Bylaws. Ron S. called for a motion to approve the revised Bylaws. Mary W. made the motion to approve the revised Bylaws and make a recommendation to the Board of Supervisors to Adopt. Second was made by Eva A., roll call vote, all in favor; Ron S., Eva A., Mary W., Dana H. and Dennis M, all approve. Motion carried.

7) Committee Goals

- a. **Fill all the Committee Member Openings** - Adult & Aging Branch reported that IHSS/PA will have a Board of Supervisors agenda item prepared with memberships being changed to four year intervals as noted on the minutes of 10/19/2020, will try for a January meeting date for this Board item. Ron on Board until 2024; Dana on Board until 2023; Mary on Board until 2022 and Eva on Board until 2022. There were no new membership applications at this time.

- 8) Committee Concerns** –Ron S. had a question about Registry Providers, and what are the requirements to be a Registry Provider? Do we still require CPR and proof of vehicle insurance? Christy stated that the Registry Providers are required to complete the online orientation, scheduling an in office appointment with the Public Authority staff for signing paperwork, providing their ID and Social Security Card, and Live Scan fingerprinting for the DOJ background check, and the application to become a Registry

Provider. To become a Registry Provider, the Live Scan results must come back clear, CPR has been temporally been waived due to Covid-19. The Registry applicant must do an interview with Public Authority staff and provide valid vehicle insurance, vehicle registration and a clean driving record.

9) Updates:

- a. **BOS Update- Marshall Long** – None, not present.
- b. **Agency/Branch Updates – Financial update.** Agency updates have been covered during the discussion in this meeting, including reports. The Financial report is attached on the last page of the packet.

10) Next Scheduled Meeting Date: February 8, 2021

11) Adjournment – 2:07 PM