

**Solano County IHSS Public Authority Advisory Committee**  
**MINUTES**  
**Board Meeting**  
**January 25, 2016**  
 1pm – Spring Conference Planning  
 2pm-4pm – Regular Board Meeting  
**2101 Courage Drive, Fairfield (Multipurpose Room)**

**Members Present:**

<b>District 1</b>	<b>District 2</b>	<b>District 3</b>	<b>District 4</b>	<b>District 5</b>	<b>H&amp;SS Rep</b>
S. Macasieb N. Fernandez	S. Hilton J. Metzler	S. White	T. Stacy S. Rotchy	D. Brown M. Osum	n/a

**Absent:** K. Mitsopoulos, S. White, T. Stacy

**Public Present:** J. Lacey, C. Bobo

**Staff present:** Michael Silas, Teri Ruggiero, Nancy Cheung  
 Gerald Huber, Bela Matyas – H&SS  
 Jacque Patterson – ODAS Supervisor

**Spring Conference Planning Notes – Nancy Cheung (facilitator)**

John Metzler met with Supervisor Seifert a week ago, and she reached out to Steve Huddleston at North Bay, and arranged for us to get in contact. John Metzler talked to Steve and we can ask for up to \$2500. Steve suggested that if we go through them they would pick up lunch. Grant plus venue, or they can arrange to have them cater the lunch. Venue is separate from lunch, and grant is separate. As a way to be cost effective, let them pay for lunch using their caterer. The group decided that they would ask NorthBay - venue & caterer (breakfast & lunch) no grant. Teri to send a letter to North Bay.

Dates - Looking for midweek in May, still working with venue on food. T. Stacy provided estimates for food, but if we take up Steve's offer, we will have to work with caterers.

For giveaways, pedometers would cost under \$300 for 100. Other promotional items, pen with light, key chain, \$207 for key chains, narrow it down. The group decided to try getting the keychain and stylus.

Tables - same as last year, maybe DOR, AAOA, other tables. HICAP. Free cell phone table.

Topics - FLSA presentation. CICA and DRC. PEAS. Dr. Gauntlet - May 20 - clinical. neuropsychology. mental health. To be determined by next meeting.

Raffle baskets, 9 \$10 baskets, 1 \$25 basket - work with Charlene Bobo and Sandi to get a quote.

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**1 Open Meeting/Welcome**

The regular Board meeting was called to order at 2:00pm by chair Donna Brown. Veronica Stead-Mendez from SEIU 2015 was present. Special guests Gerald Huber and Bela Matyas from Health & Social Services were present for timed agenda item #5. Josette Lacey from Supervisor Hannigan’s office was present, and Charlene Bobo.

**2 Public Comment**

None.

**3 Action Items**

- A. Review and Approval of Agenda: Nieves Fernandez** moved to approve the agenda, with Susan Rotchy as second. Motion passed.
- B. Approval of Minutes from November 2015:** No changes to the minutes. John Metzler moved to approve the minutes, Nieves Fernandez the 2<sup>nd</sup>. Motion passed.
- C. Approval of 2016/2017 Budget Requests:** John Metzler moved to approve budget 2nd by Nieves Fernandez, motion passed.

**4 Reports**

**A. Public Authority Report – Teri Ruggiero**

**1. Quarterly Statistics Report** Teri Ruggiero presented the PA and IHSS report, there has been a 9.4% increase in consumer cases and 14% increase in paid provider hours and currently there is no wait list for Symetra benefits. There has been a 30% increase in providers add to the Public Authority registry.

**2. Projects and Staffing** Social Worker Nancy Cheung currently conducting provider recruitment for PA registry, an outside agency may be used to provide recruitment in the future. There is money available in H&SS budget to hire and it is challenging to find space for the added staff to sit, so alternative options such as hoteling is being considered.

**3. State Budget (moved from 6B)** – In the State budget, there are no cuts to IHSS, and some mention of permanent restoration of the 7% cut should the MCO tax issue be resolved. Advocacy groups are calling on the State to provide SSI COLAs.

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**B. SEIU Report** – none

**C. C4A Conference Report – Tracee Stacey**

Tracee was not present, so Teri Ruggiero gave the report. The focus of the November 2015 C4A Conference in Los Angeles was senior scams. Tracee was able to connect with a presenter in one of the forums to potentially get her to come to Solano County to talk about brain health.

**5 Timed Agenda Item – Enhancement of Services for IHSS Consumers through Collaboration with Public Health – Gerald Huber, Bela Matyas**

Collaboration between the Public Health Dept. and ODAS\IHSS Dept. was presented by Bela Matyas director of Public Health Dept. as a way to enhance services to customers through combining elements of programs and duties that can benefit both populations. Some ideas are to have PH nurses perform some of the same duties as ODAS nurses, PH stronger ability to do outreach in the community, looking at families as a whole and not just the affected person.

John Metzler suggested there be more attention focused on parents with children as most services don't extend to family.

Teri Ruggiero suggested that Public Health partner with the PA for its annual Spring Conference.

**6 A. FLSA Outreach & FAQ** implementation of FLSA starts February 1, 2016, as part of FLSA overtime will be made available to all providers who work over 40 per week but will not be retroactive.

Q: Will timesheet be automated for online completion? A: Not at this time but will be considered as a future feature.

**B. State Budget Update** moved to 4a

**C. Proposed Meeting Schedule for 2016** Motion to accept committee meeting schedule for 2016 by Nieves Fernandez 2nd Sandi Hilton motion passed.

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**7 Topics for Next Meeting/Adjournment**

Monday, March 21, 2016

1pm-Spring Conference Planning

2pm-Regular Committee Meeting

2101 Courage Drive, Fairfield Multipurpose Room

The meeting was adjourned at 4pm. Topics for next time include IHSS Spring Conference planning and Officer Nominations.