

SHASTA COUNTY IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE (IHSSAC)

Minutes

May 13, 2016

Members: Evan LeVang, Wendy Longwell, Mary Longwell

Shasta County Staff: Sarah Adamec, Debbie Cowan, Cassey McFarland, Dean True, Amparo Buck

Guest: Malcolm Longwell

Absent Members: Craig Graham, Elizabeth Slosson, Linda Roberts, Shyrle De Haven

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Agenda Item	Discussion	Action	Individual(s) Responsible
I. Introductions	<ul style="list-style-type: none"> ➤ The acting chair extended a warm welcome to all attendees. ➤ Board members and audience members introduced themselves if they chose. ➤ Only 3 members present, not a quorum. 	<ul style="list-style-type: none"> ➤ Meeting ran as a sub-committee meeting 	<ul style="list-style-type: none"> ➤ Evan LeVang
II. Public Comment Period	<ul style="list-style-type: none"> ➤ There were no public comments made. 		
III. Member Training	<ul style="list-style-type: none"> ➤ Discussed doing an overview for new members of the Brown Act. 		<ul style="list-style-type: none"> ➤ Sarah Adamec
IV. Minutes	<ul style="list-style-type: none"> ➤ Minutes from the January 8, 2016 meeting were presented in written form. 	<ul style="list-style-type: none"> ➤ Unable to approve. Due to not having a quorum. 	<ul style="list-style-type: none"> ➤
V. Announcements and Review of Correspondence	<ul style="list-style-type: none"> ➤ There were no announcements. 		
VI. IHSSAC Chair Report	<p>There are a lot changes coming with the overtime coming in February. Notices have started to come in the mail, so many of may be getting q1uestions. It is important to refer these questions to the recipient's social worker. The Governor's address didn't have many changes for IHSS.</p>		<ul style="list-style-type: none"> ➤ Wendy Longwell
VII. Shasta County's IHSS and Public Authority Division Reports	<ul style="list-style-type: none"> ➤ For the month of April, there were 2,689 IHSS cases in Shasta County and \$3.1 million dollars was dispersed for 289,000 hours worked. We received 116 new IHSS applications in April. We received 3,964 phone calls in April. ➤ We have 17 Social Worker positions. We hired a third Social Worker Supervisor. Clerical has 4 full time clerical, 1 Supervisor and 3 extra help. An extra help service aid was hired to help process the FSLA changes. Our clerical department is processing a high volume of the overtime paperwork that is coming in. ➤ Public Authority is staffed with 1 clerical and 2 service aids. The PA staff has been a 		<ul style="list-style-type: none"> ➤ Debbie Cowan

	<p>great help with all the FLSA paperwork.</p> <ul style="list-style-type: none"> ➤ We conducted FLSA training for providers and recipients. We held 4 trainings in Redding and 2 in Burney. We invited over 5,000 people and only 70 showed. The Union also held trainings that they discontinued due to lack of attendance. We are now sharing the FLSA information booklets at Orientation for our new providers and have seen an increase in the number of applications to be a provider. 		
VIII. IHSS AC Members Reports	<ul style="list-style-type: none"> ➤ There were no member reports. 		
IX. Ad Hoc Committee Reports	<p><u>Ad Hoc Publicity Committee</u></p> <p><u>Ad Hoc Training Committee</u></p> <ul style="list-style-type: none"> ➤ A training will be held in July at a location to be named on heat stroke. Jacqui Bailey, RN has agreed to do the training. 		<ul style="list-style-type: none"> ➤ Wendy Longwell
X. Discussion	<p><u>Topics for 2016 Newsletter</u></p> <ul style="list-style-type: none"> ➤ The suggestions for topics included: current news and the chairman's message on page 1; violations and new overtime rules; timesheet tips; and an article on diabetes. <p><u>Discuss conducting a new survey.</u></p> <ul style="list-style-type: none"> ➤ Did not see the need for a new survey at this time. <p><u>Discussed the CICA Survey</u></p> <ul style="list-style-type: none"> ➤ Most of the questions were answered and CICA would like them back by the end of May. 		
XI. Action Item	<ul style="list-style-type: none"> ➤ Authorize the Ad Hoc Publicity Sub-Committee to approve the IHSS newsletter when completed. ➤ Authorize the Ad Hoc Publicity Sub-Committee to approve the IHSS recipient survey when completed. 	<p>Held. Did not have a quorum to vote.</p> <p>Remove. No need for survey at this time.</p>	

XI. Future Agenda Items	Set dates for 2017 IHSSAC meetings.		
XII. Adjournment	➤ The next IHSSAC meeting will be held on September 9, 2016.	➤ Meeting adjourned	

Evan LeVang, Chairman

Sarah Adamec, Committee Coordinator