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|  | **San Bernardino County**  **IHSS Advisory Committee**  784 E Hospitality Ln  San Bernardino CA 92415  May 3, 2023, Wednesday  9:00 AM to 12:00 PM  IHSS Conference Room  **Minutes** |

**Members Present**

Celina Rwengo

Nazar Amani

Habiba Amani

Vicki Trotter

Caron Daniels

Sheila Johnson (IHSS)

**Members Absent**

Flora Martinez

**Members of the Public**

Gabriel Corral

Jacqueline Quintana

Arlene (IEHP)

**Public Authority Staff**

Melissa Cardenas

Romina Price

Ariana Hernandez

**MINUTES**

1. Call to order and roll call – 09:18 A.M.

* AC Members Celina Rwengo and Caron Daniels attended meeting in person and remaining members attended via Web-Ex.
* Melissa Cardenas (PA) reminded members regarding ending of the state of emergency order. In person meetings have resumed and majority of members must attend in person. You are only allowed 2 just causes to attend meetings via Web-Ex for the year.
* Vicki Trotter (IHSSAC member) informed she follows under the physical or mental disability need. She is still currently placed on medical leave. Agreed to use this as her second “Just Cause”.
* Habiba Amani (IHSSAC Vice Chair) and Nazar Amani (IHSSAC member) follow under physical or mental disability need. Habiba informed she anticipates how Nazar will attend meetings moving forward due to their unique cause.
* Melissa stated maybe start thinking of arrangements to make in order to attend meetings in the office.
* Quorum met.

1. Approve Minutes from March 1, 2023

* No objections stated from committee.
* Habiba motioned approval for minutes. Celina motioned and Sheila 2nd motion.

1. IHSS ADVISORY COMMITTEE INTRODUCTION AND MEMBER REPORT

* Introductions:
* Habiba introduced herself as Vice Chair and has nothing more to report at this time.
* Nazar greeted everyone and has nothing more to report.
* Vicki introduced herself as a member of the committee and has nothing more to report.
* Celina Rwengo introduced herself as a member of the committee and has nothing more to report.
* Caron introduced herself as a member of the committee and has nothing more to report.
* Sheila Johnson introduced herself as Supervisor with the IHSS Victorville Office. She will share her report later in the meeting.

1. PUBLIC COMMENT ON NON-AGENDA ITEMS

* Jacqueline Quintana
  + Informed that she is grateful to be invited and able to join the meeting today and is interested in learning more about the committee. Including expectations of the members. She will be forwarding her application to join the committee hopefully before the next meeting.
* Gabriel Corral
  + Informed he is thankful to be invited to the meeting as well and looks forward to how he can contribute to the committee in hopes of becoming a member.

1. IHSS PUBLIC AUTHORITY REPORT-Rosa Hidalgo/Myette Christian/Melissa Cardenas

* Melissa Cardenas:
  + Career Pathway trainings continues. Refer to the CDSS website for more information in how to register.
  + Open recruitment continues for Registry. Encourages if anyone knows someone who is interested to please spread the word to apply for the registry.
    - APS MDT Conference will be held 5/8/2023. A vendor table has been reserved for the committee.
    - Romina informed tickets have been purchased for all the members. Will follow up with each member to discuss further details prior to the event. Will also follow up to see who will be assisting at the table during the event.
    - Melissa introduced new Supervising Social Worker Ariana Hernandez

1. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

* Sheila Johnson
  + Approximately 38,000 IHSS cases in San Bernardino County
  + 1750 new IHSS referrals.
  + Important information regarding Medi-Cal.
  + Medi-Cal was approved to most individuals who were eligible during Covid-19 and was enacted to keep people enrolled who were not eligible. However, re-assessments will resume in June.
  + Therefore, cases will be closed if no documentation is provided. This also goes for IHSS cases as it is a Medi-Cal based program.
  + Paperwork is to follow in the mail with more information.

1. OLD BUSINESS

* Introduction to the Board of Supervisors
  + Pictures and Bio’s Due:
    - Romina informed that pictures and bios are still needed from Celina, Flora, Habiba, and Nazar.
    - Will extend the due date to 5/24/2023.
    - All members agreed.
* Group Photo
  + Romina informed as Flora is absent and some members were present via Web-Ex, we’ll resume to take group photo the next meeting which is in July.
  + Melissa informs the members to all be present in person for the next meeting so we can take the group photo.
  + All members agreed.
* Amendment of By-laws (submit to council to be approved by Board of Supervisors)
  + Ad-Hoc Committee feedback:
    - Celina explained that Flora has notes on what all was discussed and Vicki agreed with this as well.
    - Romina informed perhaps committee can table to discuss for the next meeting when Flora is present.
    - Habiba motion to approve to discuss feedback next meeting and Celina second motion.
* Adult Protection Services 35th MDT Conference- May 2023
  + As discussed in the previous line item under Melissa’s report, Romina will be contacting members to ensure who is attending as well as providing further details with ticket information.
  + Romina informed that a door prize was purchased on behalf of the committee as well as that was the contribution to reserve a vendor table at the event.

1. NEW BUSINESS

* Fiscal Report-Fiscal year (July 1, 2022-June 30, 2023)
* Romina
  + Informed remaining budget being $2,695.86 including stipends for the remaining of the fiscal year as well as MDT conference expenses.
  + Will update budget to include stipends for the Ad-Hoc meeting and MDT stipends once approved. Also, will update expenses once items/supplies per committee requests have been purchased.
  + Romina reminded the group to consider items to purchase so committee can exhaust funds before the end of the fiscal year as it is approaching quickly.
  + A copy of the CFL 08/09-10 IHSS Advisory Expenditures was emailed to the committee from the prior meeting therefore, members could review what items were acceptable to purchase.
  + Romina suggested that members can email ideas to purchase by the end of the month.
    - Habiba motion to approve and Celina seconded.
* Recruitment
* Romina informed since the last meeting, one application has been received which is from Gabriel Corral.
* Melissa informed that per Myette, since there is a quorum today, that the members can discuss and vote on his application today. All members agreed.
* Romina dismissed and ended the meeting for the public so members can vote on the new applicant.
* Romina read Gabriel’s application to the group. In addition, informed that he is neither a consumer nor provider, however, according to the bylaws no less than fifty percent of voting members shall be individuals who are current or past users of the IHSS program. Therefore, it leads to interpretation to say that a small percentage of the members can be non-consumers or providers.
* Sheila stated this would be great for him to join as according to his application he is an advocate for seniors.
* Celina agreed if it is acceptable per the By-laws, then individual should be able to join and feels that he would make a great addition to the committee.
* Romina asked if anyone had any objections.
* All members agreed and Romina asked Habiba to make a motion.
* Habiba motioned and Sheila seconded.

1. DISCUSSIONS/RESOURCES
   * CICA Report
     + Nothing to report.

1. ADJOURNMENT

* Next meeting July 12, 2023
* Celina motions to adjourn meeting.
  + Sheila 2nd motion
* Meeting adjourned at 10:00 AM