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|  | **San Bernardino County**  **IHSS Advisory Committee**  784 E Hospitality Ln  San Bernardino CA 92415  January 11, 2023 Wednesday  9:00 AM to 12:00 PM  Teleconference  **Minutes** |

**Members Present**

Flora Martinez

Celina Rwengo

Nazar Amani

Habiba Amani

Vicki Trotter

Caron Daniels

Sheila Johnson (IHSS)

**Members Absent**

**Members of the Public**

Enrique Camacho (SEIU)

Randy Schlecht

Barbara Chastain

Sharon Swayzer

Mary Gillion

**Public Authority Staff**

Romina Price

Melissa Cardenas

**MINUTES**

1. Meeting took place over the phone via WebEx. Call to order and roll call – 09:05 A.M. Quorum met.
2. Approve Minutes from November 2, 2022

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

1. IHSS ADVISORY COMMITTEE INTRODUCTION AND MEMBER REPORT

* Introductions:
* Flora introduced herself as Chair and thanked everyone for attending today’s meeting.
* Habiba introduced herself as Vice Chair and care provider for her husband Nazar.
* Nazar greeted everyone and has nothing more to report.
* Celina Rwengo introduced herself as a member and no longer Vice Chair of the committee. However, she enjoys attending the meetings to receive information to share with others.
* Vicki 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

* Enrique Camacho- SEIU
  + SEIU previously celebrated the swearing in ceremonies of the new elected officials. Including Second District Board of Supervisor Jesse Armendarez and Mayor of San Bernardino Helen Tran.
  + Thanked everyone who voted.
  + SEIU continues to recruit and educate members of the program.
  + Consumers are in need of caregivers.
  + Nothing more to report at this time.
* Flora Martinez
  + Thanked Enrique for SEIU report and appreciates the hard work the union continues to do. Especially in accomplishing the pay increase for caregivers.
* Randy Schlecht:
  + Introduced himself as a former member of the Advisory Committee.
  + Thanked Romina for providing the minutes, thanked Enrique for SEIU report, and thanked everyone for coming together and supporting each other during the pandemic.
  + Looks forward to agenda item regarding amendment of bylaws. Is hopeful that former members of the committee are able to re-apply and join the committee again.
* Barbara Chastain:
  + Stated she loves attended the meetings.
* Sharon Swayzer:
  + Wished everyone a Happy New Year and is glad to be present today.
  + Would like more information regarding Share of Cost if possible.
  + Explained that she knows a caregiver for a client who has Alzheimer’s and the client was not aware she had a share of cost on her case. Therefore this resulted in the provider not receiving pay for services.
  + She asked what options are available to clients to assist in paying the caregiver due to share of cost.
* Sheila Johnson
  + Suggest the client contact the social worker, however, Sharon replied that the social worker informed it is out of their hands and will have to contact Medi-Cal
  + Sheila continued that the client should ask to speak to a supervising social worker and the supervisor could perhaps clarify if the funds was taken by error. If so, the provider can be reimbursed.
  + Sharon replied she will follow up with supervisor as directed.
* Mary Gillion
  + Also informed of a client who has share of cost and asked which supervisor can she speak with regarding this?
* Sheila Johnson
  + Clarified since the client is in the Victorville region, Mary can give her a call after the meeting to discuss further.

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

* Melissa Cardenas:
  + Wished everyone a Happy New Year.
    - Department is fully staffed with registry social workers.
    - Open recruitment continues.
    - Reminder when referring clients to the registry for a provider list, that the list has been exhausted. Clerks are processing applications as received.
    - In addition we are short staff with registry clerks so the processing of applications have taken a little longer than normal.
    - Career Pathway trainings are fully booked through March. Once open, providers can register for classes online.

1. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

* Sheila Johnson:
  + Approximately 37,900 IHSS cases in San Bernardino County
  + 1300 new IHSS referrals.
  + Average caseload is 388. However, would like to see 360 on average. Hopefully this will decrease as the department continues to work in getting fully staffed.
  + Free I-pad for older adult’s initiative- department is currently out of stock but are expecting more I-pads soon.
  + Please contact Senior Information and Assistance at phone number 1-800-510-2020.
  + Randy asked is it available for disabled individuals for any age?
  + Sheila responded no, only for individuals age 60 years and older.

1. OLD BUSINESS

* Introduction to the Board of Supervisors
* Flora Martinez:
  + Informed she is still working on bullet points provided from the previous meeting. Hopefully she and all the members will have something ready to present by the next meeting as it will be in person.
* Amendment of By-laws (submit to council to be approved by Board of Supervisors)
* Flora
  + Informed of verbiage previously sent to PA for county counsel and would like to discuss further in person at the next meeting.
  + Encouraged for all recipients who were former members to reapply for the committee as we are in need of more consumers to the roster.
  + Stated that hopefully the amendment is passed.
* Committee Group Photo
* Flora
  + Stated hopefully this can be taken at the next meeting in March which will be held in person or it can be done at the following meeting.
  + Celina also stated hopefully photo can be taken when we are able to meet in person again.
* Habiba
  + Stated she and Nazar will be unable to attend in person and if the meetings will still be available via Web-Ex?
* Melissa
  + Stated when committee has come to a group decision, PA will schedule a photographer in hopes to get a group photo.
  + In addition, she will look into seeing if department can provide Web-Ex for those who cannot attend.

1. NEW BUSINESS

* In Person Meetings
* Flora
* Informed that the Governor lifted the COVID-19 state of emergency order to where departments are now able to have meetings in person.
  + Will forward to PA guidelines regarding participants to join meetings via Zoom or Web-Ex.
  + Flora motioned to discuss IHSS Advisory Committee meeting dates for the rest of this calendar year:
    - Wednesday 3/1
    - Wednesday 5/3
    - Wednesday 7/12
    - Wednesday 9/6
    - Wednesday 11/1
* Celina motioned for approval, Vicki 2nd motion
* Fiscal Report-Fiscal year (July 1, 2022-June 30, 2023)
* Romina
  + Informed remaining budget being $3,966 including estimated stipends for January meeting.
  + With only March and May meeting being the last of the fiscal year, it leaves budget being at $3,246.
* Celina
  + Asked since we plan to meet in person again, if snacks or water bottles can be purchased with funds?
* Flora
  + Commented that she recalls having something like water or food available in the past as the meetings are long.
* Randy
  + Added that if snacks and/or drinks are available, to make sure some of the items are sugar free as there could be diabetic members or attendees at the meeting.
* Romina
  + Informed she will follow up with Myette for clarification regarding approved expenditures for the committee.
* Flora
  + Asked IHSS and PA if they know of any trainings available that could benefit the committee.
* Melissa
  + Informed of the annual Adult Protective Services MDT conference that is coming up sometime in May. Presenters include IEHP, Molina, etc. She will forward Romina the information to provide to the committee in deciding if this would be of interest to the committee to purchase if fees are included.
* Recruitment
* Romina informed no applications have been received since the last meeting.
* Flora commented since we are having our next meeting in person, we can have flyers and brochures available on the table.

1. DISCUSSIONS/RESOURCES
   * CICA

* Flora and Habiba informed they were not able to attend the meetings therefore there is nothing to report at this time.
* Romina informed she forwards the information for any upcoming meetings to all the members that way anyone who is interested can attend.
* Flora encouraged members to attend if they are able to so there is something to share at the next Advisory Committee meeting.
* Randy inquired about the Statewide IHSS Advisory Committees and if this is in any relation to the San Bernardino county Advisory Committee.
* Flora asked if he can forward this information to Romina, Melissa, and herself to review and provide feedback once available.

1. ADJOURNMENT

* Next meeting March 1, 2023
* Sheila motions to adjourn meeting.
  + Flora 2nd motion
* Meeting adjourned at 10:00 AM