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|  | **San Bernardino County**  **IHSS Advisory Committee**  784 E Hospitality Ln  San Bernardino CA 92415  November 1, 2023, Wednesday  9:00 AM to 12:00 PM  IHSS Conference Room A  **Minutes** |

**Members Present**

Habiba Amani

Caron Daniels

Vicki Trotter

Jacqueline Quintana

Sheila Johnson (IHSS)

**Members Absent**

Flora Martinez

Celina Rwengo

Nazar Amani

**Members of the Public**

Randy Schlecht

Barbara Chastain

Sharon Swayzer

Mary Gillion

Alisa Smith

**Public Authority Staff**

Melissa Cardenas

Romina Price

**MINUTES**

1. Call to order and roll call – 9:08 A.M.
2. Approve Minutes from September 6, 2023

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

1. IHSS ADVISORY COMMITTEE INTRODUCTION AND MEMBER REPORT

* Introductions:
* Habiba introduced herself as Vice Chair and an active care provider for her husband Nazar.
* Caron introduced herself as a member of the committee. She has been a care provider since 2018 and enjoys her job.
* Vicki introduced herself as a member of the committee and has been a caregiver since 2021 and was a care provider to her mom.
* Jacqueline introduced herself as a member and currently a client with IHSS. This is her first meeting attending as a member and looks forward to learning more about the committee and the resources available to IHSS recipients.
* Sheila introduced herself as supervising social worker for Victorville IHSS and a member of the committee. Will share report later in the meeting.

1. PUBLIC COMMENT ON NON-AGENDA ITEMS

* Mary Gillion
  + Informed she has done homecare for several years and has formerly been on the Advisory Committee Board. Has recently applied to hopefully rejoin the committee once approved.
* Randy Schlecht
  + Introduced himself as a recipient and advocate for the community. Happy to be present today for the meeting and ready to absorb new information. Will share further during line item 9 (CICA Report).
* Sharon Swayzer
  + Informed that she has been a caregiver since 2015 and happy to be present today for the meeting.
* Barbara Chastain
  + - Greeted everyone and enjoy attending the meetings.
* Alisa Smith
  + - Introduced herself as a caregiver. Her mom which was her client recently passed away. Aware there are a lot of resources available. Would like to know how she could provide support in being a caregiver in any way possible.

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

* Melissa Cardenas:
  + PA completed negotiations with SEIU. New contract includes PPE funding available, and wage increases effective December 1, 2023, January 1, 2024, and February 1, 2024.
  + A one-time payment of 250.00 will also be distributed. Please review MOU on the county website for more information.
  + Steward pay will be available to providers upon certain criteria. Follow up with the Union for more information.
  + Career Pathways continues. New courses become available within each quarter as well as additional pay. Visit the CDSS website for more information.
  + Alisa asks if it is possible for announcements to become available when classes are cancelled. Such as CPR classes? Especially when some providers are coming from far away.
  + Melissa informs that IP’s will be on a list for the next upcoming class if classes are cancelled.
  + Open recruitment continues for the Registry. Encourages if anyone knows someone who is interested to please spread the word to apply for the registry.
  + Mary informs that when she is contacting PA Social workers and clerks, no one rarely answers the phones.
  + Melissa responds that the department is currently struggling with staff vacancies and is working to fill vacancies quickly. In addition, she informs of registry matches. So based on availability and preferences of both provider and recipient, you’ll need to be a “match” to receive inquiries from the registry. However, if needing to speak with a supervisor, please feel free to reach out to herself or Myette.
  + Alisa asks if there is a better alternative for providers to update on the registry? She has had struggles with the Rancho Cucamonga IHSS office, and her update forms never seem to make it to a registry clerk.
  + Melissa informs that providers can also update online. In addition, she will investigate this issue with the Rancho office. Forms that are being turned in to the outer offices should be forward to Public Authority accordingly.
  + Caron suggests that word of mouth can help put yourself out there in picking up more clients. For instance, going to the nursing homes or senior centers and inquiring if there are clients in need of an in-home provider.
  + Melissa informs that in addition, the PA social workers encourage clients to call all the providers provided on the list to give all those an equal opportunity.
  + Jacqueline states that being a client herself, she understands the frustration of picking up a provider through the registry but acknowledge that PA is trying their best. On being on the client end of this issue, she encourages that providers on the registry update, so it makes it easier for the clients that receive a list to call you and know what your availability and preferences are.
  + Melissa states that PA does work with other states in learning their process of the registry and vice versa as IHSS is a statewide program.

1. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

* Sheila Johnson
  + Approximately 47,000 IHSS cases in San Bernardino County
  + 1850 new IHSS referrals.
  + Average caseload is 386.
  + Each office has been given additional social worker positions to assist in increase of caseloads.
  + Discussed MSSP. Multipurpose Senior Services Program is like IHSS. Requires that applicants are 60 years of age or older. Healthcare nurses and social workers are available to assist and requires a once a month contact and an in-home visit once in every 3 months. Provides respite, offers housekeeping, emergency care, home repairs, and equipment such as beds. For more information contact phone number is 1-877-565-2020.
  + Alisa asks what are the requirements?
  + Sheila informs that it is a based on Medi Cal eligibility.
  + Randy informs that it is a great resource to have. He was able to receive a GPS button and the service is great.

1. OLD BUSINESS

* Amendment of By-laws (submit to council to be approved by Board of Supervisors)
  + Romina informs that PA is still waiting on response from county council regarding WIC Code and hopeful to have an update by the next meeting.

1. NEW BUSINESS

* Fiscal Report-Fiscal year (July 1, 2023-June 30, 2024)
* Romina
  + Informed current budget balance is $3,962.99 including November estimated stipends.
  + CFL No. 23/24-14 Fiscal Year 2023-2024 IHSS PA Allocations
    - Romina states to please disregard revised budget report sent prior to today’s meeting. Budget for fiscal year starts with $5,976.00 not $3,000 as indicated in the County Fiscal Letter. The $3,000 is an allocation in addition to funding from the federal and state allocations.
* Recruitment
* Romina informs no new applications received yet.

1. DISCUSSIONS/RESOURCES
   * CICA Report
     + Romina reminds the group of the CICA in the South regional meeting on 11/14/2023. Hope members can join the meeting as it will be very informative regarding another county Advisory Committees.
2. ADJOURNMENT

* Habibia motions to adjourn meeting.
  + Sheila 2nd motion
* Meeting adjourned at 10:02 AM
* Romina will email the members to confirm next meeting date for January.