

San Bernardino County IHSS Advisory Committee



784 E Hospitality Ln
San Bernardino CA 92415
September 8, 2021 Wednesday
9:00 AM to 12:00 PM
Teleconference

Minutes

Members Present

Flora Martinez
Celina Rwengo
Lance Hoshaw
Sheila Johnson (IHSS)

Members Absent

Marilyn Interian Matey
Linda Lovett
Diane Chapman

Members of the Public

Wendy Whitaker (SEIU)
Nazar Amani
Habiba Amani
Maia Pawooskar
Mary Gillion

Public Authority Staff

Romina Price
Myette Christian
Tannya Munoz

MINUTES

1. Meeting took place over the phone via WebEx. Call to order and roll call – 09:10 A.M. Quorum met.

2. IHSS ADVISORY COMMITTEE INTRODUCTION AND MEMBER REPORT

Introductions:

- Celina Rwengo- Nothing to report as of now. Will wait later in the meeting for CICA Report.
- Lance Hoshaw- Nothing to report.
- Flora Martinez- Nothing to report as of now. Will wait during the duration of the meeting to report.

3. PUBLIC COMMENT ON NON-AGENDA ITEMS

- Wendy Whitaker
 - Union currently involved in “No on the Recall” campaign to hopefully prevent any cuts to the IHSS program
 - Resolved to prevent 7% cut to IHSS caregivers and can remain if no recall occurs
 - Currently have 200 million dollars allocated for training for IHSS workers
 - Expanded medical benefits to include undocumented adults over the age of 50
 - Continue to encourage IP’s to get vaccinated
 - Ventura County allotted Hero Pay that resulted from the American Rescue Plan. Union is currently working with San Bernardino County to do the same.

4. IHSS PUBLIC AUTHORITY REPORT-Rosa Hidalgo/Myette Christian

- Myette Christian
 - Informed of former IHSS Advisory Committee member Greg Mc Dermott passing.
 - It has been reported he had 1 daughter, was very active within the community in seeking members for the IHSS Advisory Committee, and served on the committee from October 2015-January 2020.
 - Public Authority also sent a card of condolences to his family on behalf of the Advisory Committee and requested an Adjournment with the Board of Supervisors.
 - Department has been keeping afloat amid challenges from the Pandemic and decrease in staff.
 - Registry is still in need of caregivers for all regions. More so in the Yucca Valley region
 - Encouraged committee to inform individuals who live in those areas to reach out to Public Authority to join the registry

- Demand for those areas are pretty high amid increase of COVID cases with providers becoming unavailable and clients still in need of care.
- Differential pay is still in effect from the state with an additional \$2.00 an hour for providers a part of the emergency backup for IHSS clients.
- May hear further on in the IHSS report regarding the BOUNDS portal for IHSS caregivers and how Public Authority is involved with that process.
- Flora
 - Informed of CICA Adjourning on Greg's passing as well
 - Apologized for not recognizing his passing in the previous AC meeting which was cancelled due to an unexpected death in her family as well.
 - Motion to give a moment of silence in respect to Greg's passing
 - Lance second motion

5. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

- Sheila Johnson:
 - Reported 35,700 active cases in San Bernardino
 - As of July there were a total of 1,193 new referrals
 - Average caseload is 372 cases
 - Caseworkers are currently being transitioned to physically go back into the field around October 1st
 - Re-assessments: currently gathering as much information over the phone and will do a follow up for signatures and visual assessment in person
 - Still offering a good cause extension for SOC 873 which are forms for new applicants signing up for IHSS. Typical turnaround would be 45 business days from the date of application to return form to the office. Therefore the good cause extension is for new applicants that are having difficulty getting to their primary physician to complete this form. However, will only be in effect through the end of September and then as of October 1st there will be no more good cause extension.
 - Self-Attestation of forms from the clients will be accepted through the end of September and then as of October 1st, forms will require wet signatures
 - Referred to Myette to cover BOUNDS questions as she is not privy to the new process.
- Myette
 - IHSS has now started a system named BOUNDS to allow IP's to complete orientation online without having to be exposed to COVID and coming into the office for up to 4 hours
 - Rolled out as of July 6th
 - Now if a client receives a new provider, provider will go in person to pick up the new enrollment packet which includes the steps in how to enroll in the new BOUNDS system and the forms that are required of them to complete.
 - Upon completing new enrollment process, providers are still required to come into the office with a valid ID and Social Security card along with the state mandated forms signed by the client.
 - Thereafter the enrollment unit will still go on to link them to the client in order to receive timesheets through the electronic services portal.

- This is a really convenient way for providers to complete orientation and required forms online. In addition providers can use devices such as a cell phone, laptop, or tablet.
- As the pandemic is still in effect, this will also be helpful in minimizing large gatherings which are typical for orientation.
- Mary Gillion: questioned if provider does not have a computer or cell phone device with internet capabilities, how providers will complete new BOUNDS process.
- Myette: Provider will need to contact IHSS social worker to perhaps arrange a one on one orientation and receive further instructions in how to complete forms required online

6. DISCUSSION

- CICA Report
 - Celina: Unable to attend last CICA meeting via telephone
 - Flora:
 - Reported last meeting covered 2 million dollar budget report
 - Discussed upcoming trainings
 - Inquired about Membership dues and IHSSAC not being on the Roster however, department will update Roster
 - PA will inquire who the new point of contact is for CICA to forward IHSSAC member roster including email addresses.
 - Celina: asked if committee will continue membership with CICA
 - Flora: believes that it would be beneficiary as they do provide resources regarding the senior communities. In addition the advisory committee does not have any other large expenses allocated and if we are recruiting more members, this will be helpful to have potential members join CICA as well.
 - Tannya: inquired if CICA membership is going to be renewed as it is currently due for renewal
 - Flora: motioned to Renew CICA benefits
 - Celina second motion and Lance and Sheila agreed
- In Person Meetings versus Online
 - Flora posed question to PA as to what protocols are in place regarding in person meetings
 - Myette: currently the office here is experiencing a COVID outbreak for the next 14 days and if another individual tests positive then it will be another 14 days to remain in this status. Personally speaking would say that since the office is currently dealing with this issue, it would be safer for everyone to continue these meetings online for now.
 - For example department meetings are still being conducted via Zoom or Web-Ex as well as maintaining 6 feet distance and wearing masks at all times, even when alone at their desk or cubicle.

- Feel that the in person meetings will definitely be a possibility as the Board Meetings have now began resuming back in person, however, we should consider what is currently happening in the office and how members would feel speaking futuristically coming into the office in person. Perhaps should still offer Web Ex meetings for those who would like to remain at home during the meeting. Advised to decide as a group.
 - Flora: agrees that the outbreaks are cause of concerns especially with the rise in new cases now including children. In addition would feel comfortable to continue to do meeting via Web-Ex or Zoom.
 - Celina: enjoys the meetings being done via telephone instead of being in the office
 - Lance: Agrees the phone meetings are great and in addition are safer for all the members. Will still learn and be able to discuss all the information during the meeting while at home instead of in the office.
 - Sheila: Agrees with the other members that we can achieve everything over the phone as to oppose being in the office.
 - Flora: As everyone is in agreement, then we can resume this topic perhaps in the meeting for next year.
- Governor Newsome's Recall: Don't forget to Vote
 - Flora: Voting polls are available 9/14/2021
- Census Information
 - <https://www.census.gov/quickfacts/fact/table/sanbernardinocountycalifornia,C/A/PST045219>
 - Community Input
 - <https://drawmycacommunity.org/>
 - Flora informed California population decreased in addition to loss of 1 congress seat
 - San Bernardino County population is over 2 million or about 7.4% are age under 65 with disability.
- Furthermore, Flora provides links below and hopes other members can benefit from resources.
 - ALL COUNTY INFORMATION NOTICE NO. I-46-21
https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-46_21.pdf?ver=2021-06-03-153535-193
 RELEASE OF THE STATEWIDE REPORT OF PROGRAM INTEGRITY AND ANTI-FRAUD EFFORTS IN THE IHSS PROGRAM FOR FISCAL YEAR 2019-20
 This report is available on the CDSS' IHSS Program Integrity website at
<https://www.cdss.ca.gov/inforesources/IHSS/Quality-Assurance/Program-Integrity>
 - ALL COUNTY INFORMATION NOTICE NO. I-55-21
https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-55_21.pdf?ver=2021-06-16-095014-160
 DETERMINATION OF ALTERNATIVE RESOURCES FOR FOSTER CHILDREN IN THE IN-HOME SUPPORTIVE SERVICES (IHSS) PROGRAM
 - ALL COUNTY INFORMATION NOTICE NO. I-58-21

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-58-21.pdf?ver=2021-06-16-164057-650>

IN-HOME SUPPORTIVE SERVICES APPLICATION PROCESSING AND REASSESSMENT COMPLIANCE

- ALL COUNTY INFORMATION NOTICE NO. I-62-21

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-62-21.pdf?ver=2021-07-13-090117-327>

DEPARTMENT OF HEALTH CARE SERVICES' IN-HOME SUPPORTIVE SERVICES LOW-DOLLAR OVERLAP REPORT

- ALL COUNTY INFORMATION NOTICE LETTER NO. I-63-21

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-63-21.pdf?ver=2021-08-10-165439-600>

IN-HOME SUPPORTIVE SERVICES (IHSS) AND WAVIER PERSONAL CARE SERVICES (WPCS) DIRECT DEPOSIT ENROLLMENT REQUIREMENT FOR PROVIDERS

- ALL COUNTY INFORMATION NOTICE NO. I-64-21

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-64-21.pdf?ver=2021-08-26-092455-663>

IMPLEMENTATION OF THE NEW STATEWIDE MINIMUM WAGE EFFECTIVE JANUARY 1, 2022

- ALL COUNTY INFORMATION NOTICE NO. I-65-21

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-65-21.pdf?ver=2021-08-26-093220-547>

IN-HOME SUPPORTIVE SERVICES CALIFORNIA DEPARTMENT OF PUBLIC HEALTH DEATH MATCH REPORT MODIFICATIONS

- ALL COUNTY INFORMATION NOTICE NO. I-68-21

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACINs/2021/I-68-21.pdf?ver=2021-08-27-074254-773>

MODIFICATIONS TO CASE MANAGEMENT, INFORMATION AND PAYROLLING SYSTEM FOR IN-HOME SUPPORTIVE SERVICES

- ALL COUNTY LETTER NO. 21-68

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACLs/2021/21-68%20.pdf?ver=2021-06-10-113851-913>

INSTRUCTIONS FOR MANDATORY TERMINATION OF IN-HOME SUPPORTIVE SERVICES FOR MEDICAL BENEFICIARIES ENROLLED IN THE PROGRAM OF ALL-INCLUSIVE CARE FOR THE ELDERLY

- ALL COUNTY LETTER NO. 21-79

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/ACLs/2021/21-79.pdf?ver=2021-07-27-104359-303>

CHANGES IN IHSS PROGRAM POLICIES & PROCEDURES REGARDING COVID-19 PANDEMIC

7. OLD BUSINESS

- Supplies Purchased:
 - Romina: Department received Carry on brief cases, Robert's Rule Book(s), and IHSSAC Flyers
 - Perhaps we can set up an appointment date and time as we did previously with the other items ready for pick up.
 - Reminder that only Chair member Flora and Vice Chair member Celina will receive a Robert's Rule Booklet and will have one remain in the office.
 - Completed mass mail out project. Received a substantial amount of applications back however, would this be a project the committee would like to do again?
 - Flora: Agrees to do again. Member Lance agree as well as Celina
 - Tannya: informed as that we are short staffed within our department, cannot guarantee to have staff be able to fold and stuff envelopes. Perhaps can committee assist with folding and stuffing upon materials provided in addition to PA placing labels and mailing letters?
 - Flora volunteered and suggested to have letters ready to go out by 10/16/2021.
 - Motion to agree expenditure does not exceed \$400.00
 - Celina Second motion
- Quote for Translation Device
 - Romina: informed quotes for devices are ready for committee to review
 - Tannya: informed committee to perhaps wait to the next meeting scheduled for November as technically we will be unable to use as of yet.
 - Flora agreed
- Draft letter to Board of Supervisors to Translate IHSS Advisory Committee Application in other languages.
 - Flora: Informed as the draft has not been completed yet, if the committee can have a special meeting to review letter and vote to proceed to forward to the Board as it will require a member vote to submit letter as a group. During this meeting members can also vote on the quotes to purchase the Translation devices.
 - Tannya: informed next BOS meeting dates will be 11/16, 12/7, 12/14, 1/4/22 and 1/25/22. In addition, will have to search within the department of the Board in whom to forward the letter and how the process will occur.
 - Flora motioned to have a special meeting in October depending on PA's availability to host the meeting.
 - Sheila second motion however informed that she may not have IHSS report ready in time to discuss so if she is absent for the meeting, will this be acceptable.
 - Flora informed this would be ok as for a special meeting a quorum does not need to be met since this will be considered an action item.
 - Asked Romina if she can provide dates for October to have special meeting

- Romina agreed to provide upon availability received from Tannya and Myette and will then follow up with members to see if acceptable.

8. NEW BUSINESS

- Fiscal report-Fiscal Year (July 1, 2021-June 30, 2022)
 - Romina states report starts at new budget of 5,976.00 for the new Fiscal Year
 - Informed that last Fiscal year budget report was also sent to the committee to reflect how the last fiscal year ended
- Recruitment
 - New Applicants
 - Flora asked if new applicants can introduce themselves now and during the special meeting in October, committee can vote on new members.
 - Romina will be sure to invite new applicants to special meeting as well
 - New applicants: Habiba Amani, Nazar Amani and Maia Pawooskar
 - Habiba is an IHSS care provider to Recipient Nazar Amani
 - Maia Pawooskar was also present however, due to technical difficulties unable to provide introduction
- Acknowledgements
 - Flora
 - Informed as voted earlier to have a moment of silence in remembrance of former member Greg McDermott
 - Informed as Celina was disconnected from the call, a quorum to continue the meeting was no longer met and can adjourn meeting as there are thankfully no actions items left to discuss

9. ADJOURNMENT

- Meeting adjourned at 10:31am