



**NAPA COUNTY PUBLIC AUTHORITY
IN-HOME SUPPORTIVE SERVICES
ADVISORY COMMITTEE**
Meeting Minutes
March 21, 2019 1:30pm.-3:00pm
CSOA IHSS Public Authority
650 Imperial Way STE 101
Napa, CA 94559

Advisory Committee Members Present: Doug Weir (Secretary), Gloria Barber (Treasurer), Elaine Paoli (Vice Chairperson), JoAnn Busenbark

Public Authority: Luis Valdivia, Casey Rockwood

Public: Marilee Muller, Jean Stancliff

Excused: Randy Kitch

I. Call to Order

Meeting called to order at 1:30 PM.

II. Roll Call of Members Present

There were a sufficient number of Committee Members present to constitute a quorum.

III. Minutes of February 21, 2019 IHSS Advisory Committee Meeting

MSC (Doug Weir, JoAnn Busenbark) approved February IHSS Advisory Committee Minutes.

IV. Public Comments

V. Old Business

▪ **Action Plan Review**

IHSS Advisory Committee discussed disability Capital Action day attended annually and requested that Public Authority reserve transportation. Doug Weir, Marilee Muller, Gloria Barber, & Jean Stancliff indicated they would attend.

IHSS Advisory Committee updated Presentation to Board of Supervisors date to July 2019. Casey Rockwood will place the IHSS Advisory Committee on the Agenda.

IHSS Advisory Committee discussed reviewing and updating Action Plan prior to new fiscal year for 2019-2020. Added to future Agenda items.

M/S/C (Doug Weir, Elaine Paoli) for IHSS Advisory Committee to pay \$100 deposit to Napa County Town & Country Fair Expo to reserve space for August 7-11, 2019.



- **Channel 28/PSA campaign**
Continued
- **IHSS Advisory Committee Vacancy**
Two current or past Provider applications received at IHSS Advisory Committee meeting 3/21/2019.

VI. New Business

- **Financial Report * (Continued)**
(Continued) No update at this time.
- **Commission on Aging- JoAnn Busenbark (Continued)**
(Continued)
- **CICA Report (Continued)**
CICA call canceled for month of March 2019. Elaine Paoli, Vice Chairperson informed the IHSS Advisory Committee that she received an email referencing training day and DCAD which follows with a 2017 date. Doug Weir volunteered to email CICA to confirm whether a CICA training day is to occur since the CICA website has no information concerning CICA training on their website.
- **Farmers Market-**
(Continued)
- **Provider appreciation lunch/Training**
Casey Rockwood discussed available dates at Elks Lodge with IHSS Advisory Committee. Discussion topics: Electronic Visit Verification, E-Timesheets, Guest speaker i.e. Bill Dodd possibly on disaster preparedness, senior moments podcast (JoAnn Busenbark to contact).

Additional items to Co-ordinate: Gift Baskets (Gloria Barber, Doug Weir) - MC- Invitation mailing & RSVP- Translation headsets Certificates of appreciation

M/S/C (Doug Weir, Gloria Barber) to have Provider appreciation education lunch training June 21 for 100 guests.

- **Public Authority Report**
Casey mentioned push to get all providers and recipients on to ETS by Jan. 2021. Shared that 25% of providers and recipients are enrolled in ETS and 28% statewide. CDSS has

Casey Rockwood will be on JoAnn Busenbark on Channel 28 show: Who, Me Aging airing 5PM Saturday.



VII. IHSS Advisory Committee Other Comments

IHSS Advisory Committee members Elaine Paoli, Doug Weir, Gloria Barber, & JoAnn Busenbark submitted their Form 700.

Doug Weir updated on Napa Transit bus changing schedules & Routes in July 2019.

VIII. Future Agenda Items

M/S/C (Doug Weir, Gloria Busenbark) to add Nomination and Election of officers to both occur at the April 18, 2019 meeting.

Nomination & Election of Officers, DCAD (May 23), Review and update of Action Plan 2019-2020, Napa County Town & Country Fair Expo (Aug 2019).

IX. Public Comments

No public comments were presented to the IHSS Advisory Committee.

X. Announcements

No Announcements were presented to the IHSS Advisory Committee.

XI. Adjournment

The Vice Chairperson adjourned the meeting at 3:03PM. The next IHSS Advisory Committee meeting will be on April 18, 2019 1:30PM-3:00PM.