



**NAPA COUNTY PUBLIC AUTHORITY
IN-HOME SUPPORTIVE SERVICES
ADVISORY COMMITTEE
Meeting Minutes
September 19, 2019 1:30pm.-3:00pm
CSOA IHSS Public Authority
650 Imperial Way STE 101
Napa, CA 94559**

Advisory Committee Members Present: Elaine Paoli (Vice Chairperson), Gloria Barber (Treasurer), Jean Stancliff, Doug Weir (Secretary), Marilee Muller

Public Authority: Luis Valdivia, Casey Rockwood

Excused: Randy Kitch (Chairperson),

I. Call to Order

Meeting called to order at 1:33 PM.

II. Roll Call of Members Present

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

III. Minutes of July 18, 2019 IHSS Advisory Committee Meeting

M/S/C (Elaine Paoli, Gloria Barber) approved July IHSS Advisory Committee Minutes.

IV. Public Comments

V. Old Business

▪ **Action Plan Review/ Fiscal Year Review 2019**

IHSS Advisory Committee reviewed, updated and completed IHSS Action Plan for new fiscal year.

Gloria Barber to follow up with Queen of the Valley Care team and provide Casey Rockwood with Name/Number of contact person.

▪ **Channel 28/PSA campaign**

M/S/C (Doug Weir, Elaine Paoli) to remove Channel 28/PSA campaign from the Future Agenda items.

VI. New Business

▪ **Financial Report * (Continued)**

(Continued).



- **Commission on Aging- (Continued)**

(Continued)

- **CICA Report (Continued)**

(Continued)

- **IHSS Advisory Committee New Member/Orientation**

Luis Valdivia provided new member Jean Stancliff and Marilee Muller with the IHSS Advisory Committee binder. New members will follow up with Doug Weir if they have any questions.

- **Public Authority Report**

Casey Rockwood informed the IHSS Advisory Committee that the IHSS Public Authority is in the process of scheduling meeting to begin the contract bargaining process with SEIU. This meeting would be attended by the HHSA Director, CSOA Director, SEIU and Providers selected by SEIU. The contract establishes Provider wages, health benefits, non-health benefits, training, and other things i.e. policy's regarding interaction with Public Authority Registry.

Casey Rockwood inquired if any Providers on the IHSS Advisory Committee have an interest in being a stakeholder voice during this contract negotiation process. IHSS Advisory Committee members Jean Stancliff and Marilee Muller volunteered.

Casey Rockwood discussed EVV support hours, flyers and budget allocation of \$7,500 for this process. Majority of budget is being focused on printing and mailings with Provider number & Recipient case number. In addition, Kiosk in CSOA reception allow drop-ins to access the E-timesheets website to complete the EVV enrollment process &/or input timesheet. At CSOA on Tuesdays & Thursdays IHSS EVV drop in support-hours are available from 10-12PM and 3-5PM.

Doug Weir inquired concerning EVV website access delays and inability for Providers to log into EVV website at end of pay period. Elaine Paoli indicated also receiving contact concerning difficulty in accessing website. Casey Rockwood informed the IHSS Advisory Committee that CDSS is also aware and working to improve the EVV website. Napa County is scheduled to officially convert to EVV (E-Timesheets) between January 21 to February 28 2020.

Stephanie Vazquez took a new position with HHSA and the fill in extra help IHSS Public Authority will begin Monday, 09/23/19 . The extra help will focus on social media outreach, building network of caregivers in community and create an identity for Providers. IHSS Public Authority is working to convert the SSA position to a 2nd Registry training Specialist position and adding a Social Worker III. This will allow George Ayala to focus on Provider training and other recruitment.



VII. IHSS Advisory Committee Other Comments

IHSS Advisory Committee had discussion concerning Mental Health diagnosis for Recipients and how hours are allocated for this. Gloria Barber inquired concerning the Notice of Action for Recipients indicating 24-hour services in an emergency availability. Casey Rockwood discussed authorized task, protective supervision that requires a Recipient to be non-self-directing due to diagnosed mental health condition or disability. Recipient would also need to show they require 24-hour care and that they have currently 24-hour supervision and a plan showing they currently receive this supervision.

The IHSS Advisory Committee added new agenda item concerning how breakdown of IHSS hours for a Recipient with mental health diagnosis are authorized for the October 2019 meeting. For further discussion, IHSS Advisory Committee would like information about Recipients care with mental health diagnosis, how is emergency 24-hour care being provided and additional information concerning 24-hour services in an emergency coverage.

VIII. Future Agenda Items

IHSS hour assessment for mental health diagnosis

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 2:35 PM. The next IHSS Advisory Committee meeting will be on October 17, 2019 1:30PM-3:00PM.