



SONOMA COUNTY
IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE
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EXECUTIVE COMMITTEE MEETING
Minutes for Monday, March 8, 2010

Members: Joann Keyston, Chair
Stan Gow, Vice Chair
Nancy Hall, Secretary

Absent:

Staff: Michael Humphrey, Manager
Lorna Schreck, Secretary

1. Meeting Called to Order

Joann Keyston called the meeting to order at 1:30 p.m.

2. Review of the Agenda

Members accepted the agenda with two additions.

3. Staff Updates/Reports

Michael Humphrey reported on the following items:

A. Registry Activity:

- 1) February statistics are not available yet. Based on the January statistics, Registry matches are up.
- 2) Staff is not able to respond as quickly to requests due to the shift in work duties and increased work load.
- 3) Registry hopes to begin accepting application after July 1.

B. IHSS Public Authority Update

Staff had hoped to hold two trainings before July 1, but will not be able to due staff focus on completing the new State provider enrollment requirements by the June 30 deadline.

C. Provider Enrollment Update

- 1) Staff is holding Mass Orientations for existing and Registry caregivers twice a week in locations throughout the county – Petaluma Community Center, and Vets Buildings in Santa Rosa, Sonoma, Cloverdale, Sebastopol, and Guerneville.

- 2) Staff sends letters to caregivers which include the Live Scan Request form, instructions and locations.
- 3) When the DOJ report comes in, John Chan reviews it and records the results, thus triggering either an orientation or ineligible letter.
- 4) Orientation consists of Photo ID/Social Security card review, State Video, County Update, and review of forms. Orientations are staffed by: John Chan, two Registry Coordinators, two Public Health Aides, one temp employee, and a security guard.
- 5) Following the orientation, staff reviews files for completion.
- 6) Staff sends letters to providers with status: eligible, incomplete, or ineligible.

D. Other: Public Forum

- 1) Scheduling difficulties with legislators and the shift of staff's focus on the June 30 provider enrollment deadline forced staff to cancel plans to have a Public Forum.
- 2) Joann reported that the Executive Committee is scheduled to meet with Assembly Member Wes Chesbro on March 12 and with Jared Huffman on Friday April 9.
- 3) There was discussion about meeting with Senator Leno.

4. Budget and Legislative Update

- A. Budget – the March 22 Advisory Committee Meeting Agenda needs to include an action item in order to oppose the Governor's budget cuts.
- B. Legislation – Michael reported that the federal Department of Justice filed an amicus brief supporting the lawsuit against the State regarding the elimination and reduction of services to IHSS clients.

5. Work Session – Provider Training Options

- A. Stan suggested a brain storming session to provide staff with ideas
- B. Michael noted a few training opportunities for referral

6. Review Draft Minutes

- A. Members approved the Minutes for January 11, 2010 Executive Committee meeting as presented.
- B. Members accepted the Minutes for the January 25, 2010 Advisory Committee meeting as presented.

7. Review the Work Plan Calendar

Members reviewed the Work Plan Calendar.

8. Review Draft Agenda

Members accepted the agenda for the March 22, 2010 Advisory Committee meeting with addition of budget items identified for action.

9. Other – Membership Issues

Members discussed recruitment for the vacancy of a consumer member.

10. Public Comment – none

11. Adjournment

Joann Keyston adjourned the meeting at 2:20 p.m.

Submitted by Lorna Schreck, Secretary