

**IHSS Public Authority Advisory Board Meeting
March 16, 2021
MINUTES**

ZOOM VIRTUAL MEETING

<https://zoom.us/j/97448761420?pwd=bmR1b3NIMEVUWHR1UGFkNUo4V1Z0UT09>

Meeting ID: 974 4876 1420

Passcode: 293979

Phone Only:

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*****This meeting is being recorded for purposes of capturing the meeting minutes.***

Members Present via Virtual/Conf. Call: Janie Whiteford; Beverly Lozoff; Dennis Schneider;
Terri Possley (Ex-Officio); Mathew Lubinsky, Lori Andersen; Bob Stroughter;
David Forderer

Members Absent: n/a

PA Staff Present via Virtual/Conf. Call: Edith Gong, Leticia Sabadin

Guests Present via Virtual/Conf. Call: Emilio Carrillo Tellez, IHSS IP & Potential AB Member;
Darcy McCann, IHSS Consumer & Potential AB Member; Dennece Freitas, IHSS
Consumer & Guest

Announcements & Public Comment:

- Edith Gong announced that the State of California is now authorizing the vaccination of individuals ages 16-64 with high-risk health conditions. Leticia Sabadin emailed the information to all AB members.
- Edith also announced the new offering of In-Home vaccinations for homebound residents. Leticia also emailed this information to all members. There is no age limit. You can call or email. CovidVaxHome@phd.sccgov.org or call 408-970-2818.
- Beverly Lozoff announced the VTA ADA Plan Surveys Letter email that Leticia sent out and re-iterated and recommended folks to take the survey. Surveys found here <https://www.vta.org/go/accessibility>.

Approval of Minutes:

- Motion by Janie Whiteford to approve the November 17, 2020 meeting minutes as written, seconded by David Forderer & Mathew Lubinsky, vote was unanimous.
- No meeting in December 2020, no minutes to approve.
- No quorum in January 2021, no official meeting minutes taken.
- No quorum in February 2021, no official meeting minutes taken.

Update on the Change in By-Laws:

- Terri Possley had updates regarding the By-Laws. The 1st part was that County Council updated the ordinance for the by-law changes which is on the BOS agenda on March 23rd. The 2nd part, the actual by-laws is scheduled for the BOS meeting on April 6th. She feels that we are very close to final approval.
- Beverly asked Terri if she would be attending the BOS meeting on March 23rd and Terri stated that she would try and attend and request access as a Zoom panelist in case there are questions from the BOS. Terri would let Beverly know.
- Leave on the agenda for next AB meeting.

Discussion RE: Issues with timesheets not being signed:

- Damaris Ellington asked to put this on the agenda for this month. She was not in attendance.
- Edith mentioned that the specific issue that Damaris has emailed was quickly handled by PA Staff and the issue was not with the PA staff, but a delay in IHSS receiving the 426A from the consumer. The IP was happy with the service provided by PA.
- Leave on the agenda for next AB meeting.

Discussion RE: New members, Recruitment efforts:

- Currently this is an 11-member board. We have 7 members. It is still difficult to get a quorum sometimes and the board is actively looking for new members.
- Hopefully with the approval of the change in By-Laws, we will be more successful in obtaining a quorum and conducting and approving pertinent AB meeting items.
- Emilio Carrillo's application is still pending. Janie and Beverly will be making phone calls to each BOS office to advocate and help get his application through the approval process. Leticia will email Janie and Beverly the contact numbers for the BOS and their aides.
- Darcy McCann is in the process of getting her application submitted and sent to the BOS. Darcy will let Leticia and/or Edith know when she has submitted her application online so they can contact the BOS and help push through her application as well.
- Beverly asked if anyone has any new ideas or suggestions as to recruiting for this board.

PROGRAMS REPORT

*Below in yellow/*asterisk were topics that were highlighted and mentioned.*

*The number of IP enrollments continues to be high and appointment availability is at 22+ days out. In addition, benefits calls and enrollees continues to rise steadily each month. We are in need of another staff member that can do both enrollment and benefits functions as the calls and workload are lengthening the time to return calls and complete IP enrollment. This staff member was requested for FY20/21, but the budget was flat and therefore we were unable to bring on this much needed position.

All of PA continues to assist with vaccine related questions as well. Anecdotally, we are hearing that newly enrolled IPs are asking when they can receive the vaccine during the enrollment appointment. As the vaccine situation changes on the daily basis, we continue to refer consumers and providers to scfreevax.org for the most updated information.

Staffing: The Public Authority is fully staffed at this time.

Benefits Administration:

There are **12,396** IPs enrolled in the Valley Health Plan with **3,834** of those in the Classic Plan and **8,562** in the Preferred Plan. **13,023** IPs are enrolled in the Dental/Vision plans. There were **53** Smart Pass VTA Cards issued.

Enrollment:

Number of IPs enrolled: **447**

Number of IPs partially done: **755 (cumulative)**

Fingerprints needing to be redone to date: **10**

Scheduling an email/phone appointment is 22 days out (16 business days) from the time an IP completes the viewing of the orientation videos. As mentioned in previous reports, it is more time consuming using phone/email because IPs require additional assistance getting copies of photo IDs and SSN sent securely to the Enrollment team.

Group sessions with the union are still suspended due to the shelter in place order. LiveScan locations continue to be opened so IPs are getting background checks completed without issue.

Registry Services:

Referral lists continue to be given over the phone, emailed and mailed remotely. There are **377** active IPs on the registry and **1,969** active consumers.

The Registry:

- Completed **48** new consumer intakes and reactivated **17** consumers
- Attained **40** matches
- Provided **408** new interventions with over **191 hours** spent on the interventions

Care Coaching: The Registry received **16** referrals for Care Coaching in February.

- **7** remote care coaching consultations were conducted
- Total active consumers **46**
- Total inactive consumers **250**

Urgent Care Registry: There were **32** hours of urgent care services authorized to 3 consumers.

Emergency Backup Registry: There were no (0) requests for an emergency backup provider this month. There are a total of **20** providers on the emergency backup registry.

Registry Introductory Training (RIT): **Two** remote RITs were held, one in English and one in Spanish.

- **22** interviews were conducted
- **44** references were calls, with **44** completed reference checks
- **21** providers attended the eRITs (12 Spanish/9 English)
- ***20** providers were added to the registry

EPG (formerly PPE): A total of **132** kits were mailed with **108** sets going to IPs and **24** sets to Consumers for a total of **1,150** masks and **2,640** pairs of gloves.

Public Authority Phone Calls: Calls continue to go to voicemail, are retrieved by staff and called back remotely. Therefore, only total inbound calls are reflected below and will continue until all staff return to the office. The PA received a total of **4,834** voicemails/phone calls. Breakdown of the calls:

- **Registry 1,264**
- **Enrollment 1,171**
- **General 121**
- **Benefits 1,553**
- **Training/PPE 725**

IP Trainings: Eleven (11) classes were held this month. 190 IPs were trained with \$4,575 made in incentive payments. Class details:

Date	Class	Lang	Trained	Registered	No Show	Venue
2/11	Mental Health	Eng	18	21	14%	Cupertino
2/12	CPR	Eng	13	16	19%	San Jose
2/13	Last Phase of Life	Mand	21	22	5%	Online
2/19	First Aid	Eng	12	15	20%	San Jose
2/23	Cancer Care Basics	Eng	21	22	5%	Online
2/23	Understanding Diabetes	Span	14	25	44%	Online
2/24	The Skilled Care Provider	Eng	23	24	4%	Online
2/25	Cancer Care Basics	Span	16	24	29%	Online
2/25	Safety & Infection Prevention	Eng	20	23	13%	Online
2/27	Mental Health	Viet	13	13	0%	Online
2/27	Mental Health	Mand	19	22	14%	Online

Electronic Time Sheets: The combined adoption rate reached **99.8%**. Providers reached **99.7%** and Consumers reached **99.9%**.

Direct Deposit: **64.7%** of IPs are using direct deposit.

Sick Leave Update: **26,465** active IPs have accrued 16 hours of sick leave. **1,114** have claimed some hours and **2,564** have claimed all 16 hours so far.

***SEIU Collective Bargaining:** The first collective bargaining meeting is scheduled for Friday, March 5. Friday afternoons from 1-5PM are being held for on-going meetings.

CAPA REPORT

Below in **yellow/*asterisk** were topics that were highlighted and mentioned.

The CAPA Board met on February 25.

State Budget Overview: Two hearings regarding the FY21/22 state budget are scheduled for March 2 and March 3. The deadline for all budget proposals is Feb. 26.

***The following issues are of concern for IHSS/PAs:**

- **IHSS 7% cut restoration.** Asking for a permanent repeal of this cut versus getting approval each year to suspend the cut until the next fiscal year. Concern is that the language is difficult to understand, although there is growing bi-partisan support to reject Governor's proposal to address the cut next year. Looming recall is also an issue if not addressed this year.
- **Collective Bargaining/County Memo of Effort (MOE).** Starting Jan 2022, the 65/35% will flip to the county pays 65% and state pays 35% plus, counties will have to pay 100% over the state minimum wage (10% over 3 rule). Proposal supported by CWDA, CSAC, and Unions to maintain existing collective bargaining fiscal structure.
- **IHSS Electronic Forms.** Sponsoring request with CWDA for \$5M for counties and PA to be able to use electronic forms. Suggest that state update electronic portal so consumers and provider forms can be submitted using e-signatures.
- **Medi-Cal Assets Test.** Sponsoring by Justice in Aging and has been supported by CAPA in the past.
- **APS & Home Safe.** Proposal Sponsored by CWDA and Justice in aging; CAPA is supporting.
- **CalAIM.** Adds \$1.1B to Medi-Cal. MCO getting rate increase for enhanced care management and in-lieu of service. In-lieu of service is used to pay for personal care services. It is likely that some form of this will pass, but not clear on the impact to IHSS.
- Expecting budget bill from UDW regarding collective bargaining penalty when wage agreements are not renegotiated.

Legislation: CAPA's legislative watch list includes the following bills.

***AB 339 (Lee) Brown Act: Translations & Remote Access**

Requires all meetings, including teleconferences/video conferences, to provide closed captioning services and translation services in 10 most-spoken languages, other than English. Would require those persons commenting in a language other than English to have double the amount of time as those giving a comment in English, if time restrictions on public comment are utilized, except as specified. **Position: Concerns**

AB 344 (Flora) SOC 846 Retention

Change indefinite retention of SOC 846 to 7 years. **Position: Sponsor**

AB 361 (Rivas) Brown Act/COVID

This bill would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Brown Act for the purpose of declaring or ratifying a local emergency, during a declared state or local emergency, when state or local health officials have imposed or recommended measures to promote social distancing. The bill would require legislative bodies that hold teleconferenced meetings under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, to allow members of the public to access the meeting and address the legislative body and offer public comment. **Position: Support**

AB 473 & AB 474 (Chau) Public Records Act & IHSS Provider Records

The California Public Records Act requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. This bill would recodify and reorganize the provisions of the act; it is intended to be entirely non-substantive in effect. The bill would contain related legislative findings and declarations and become operative on January 1, 2023. AB 474 would only be enacted if AB 473 is operative. **Position: Pending**

AB 580 (Rodriguez) Local Emergency Planning: Vulnerable populations

This bill would require the Director of Emergency Services to appoint representatives of the access and functional needs population to serve on existing Office of Emergency Services committees (OES) in addition to representatives from the blind/visually impaired community, persons with sensory or cognitive disabilities, and persons with physical disabilities to ensure the needs of that population are met within that system. **Position: Support**

***AB 703 (Rubio) Brown Act/Teleconferences**

More comprehensive bill than AB 361 that extends to all meetings of legislative bodies and committees, to allow for teleconference/video conferencing as long as access is available to the public and agendas are posted in advance. Would not require that committee member locations (such as home) be made accessible to the public. In affect, this is a permanent extension of the COVID flexibilities for meetings to allow permanent teleconference/video conferencing capabilities.

Position: Support

AB 995 (Gonzales) IHSS Providers: Paid Sick Leave

Would increase paid provider sick leave (currently 16 hours). Would not affect paid sick leave for at least the next 1-2 year. **Position: Watch**

AB 1403 (Levine) & SB 52 (Dodd) PSPS/Local Emergency

Would allow Planned Safety Power Shutoff (PSPS or de-energization) to qualify as a local emergency and therefore state/local agencies can request monies through Cal OES and FEMA. **Position: Support**

AB 1532 (B & P Committee) Nurse Practices Act/Unlicensed Workers

Would reorganize state statute and recast provisions regarding unlicensed workers such as those IHSS providers performing paramedical services. Statue pre-dates IHSS by almost 40 years and potential changes, even small, may affect the statue and be detrimental to the IHSS program. **Position: Pending**

SB 321 (Durazo) OSHA/Household Domestic Services

Reintroduction of last year's bill to include personal care services under OSHA. It does carve out IHSS/WPCS workers, but there are still concerns with this bill in general. **Position: Neutral**

SB 648 (Hurtado) Care Facilities & IHSS

Would allow IHSS to be allowed in Residential Care Facilities up to 60 hours of IHSS a week. **Position: Pending**

State Audit on IHSS: [20-109](#)

The Audit was released just before the CAPA meeting. It criticized IHSS for not doing a good job and PAs for not paying enough wages. The State Auditor put a lot of emphasis on counties not submitting

an annual IHSS plan, which has not been required by the state for many, many years and something that was done in the 80's. CDSS has replied to the Auditor's report and intends to seek regulatory change to repeal the need for an annual plan from counties and the very short timeframe from the time of application approval to service provision (15 days) since so many changes have been made to IHSS since these initial regulations were developed and no longer applicable.

CDSS Update

- Direct deposit/pay card is delayed until 7/1/22. CDSS website will be updated to include the notice to those who are currently not signed up for Direct Deposit.
- Federal Reimbursement (100%) is now available for PPE/EPG purchased by counties, as far back as January 2020.
- EVV – 99% of providers are using EVV statewide. Stakeholder meetings continue to be on hold.

California IHSS Consumer Alliance Report (CICA):

- Janie provided a brief overview of CICA's mission and purpose. CICA provides information, opportunities, education and advocacy for the improvement of the IHSS program.
- Janie announced that CICA will be offering two educational opportunities in the month of June. This is in partnership with CARA and offered to advisory committees and consumers. More information will be available soon.
- CICA has a partnership with LA county and promotes their training and educational opportunities. Janie asked AB members if they gave consent to have their email information shared with LA county.
- Janie also reminded everyone about the CICA call that is scheduled for, March 17th at 10am. Leticia sent out the CICA email from Janie to all members.
- Other training topics from CICA include: recruitment efforts for advisory committees; Union partnership and how to successfully work together; how to have successful and productive advisory committee meetings to name a few.
- Santa Clara County PA Advisory Board referred to as the model throughout the State.

Social Services Agency Report:

- Terri Possley reported that March is Social Worker Appreciation Month. The leadership team usually cooks breakfast for all the SWs and invites them to come and celebrate. They usually do the same thing in April for Administrative Professionals. However, since this type of celebration is not the same virtually, IHSS Leadership will wait until they can celebrate in person.
- Vaccinations for IHSS staff have been going well. As of today, Terri stated that out of 162 staff, there is possibly 16-17 staff left to get vaccinated. The IHSS staff are able to take advantage of any surplus vaccinations that will be thrown out at the end of day after all appointments have been completed. Terri is notified via text and anyone on the "surplus list" is then notified; if they act immediately and go the surplus vaccination site, they are able to be vaccinated that evening.
- With the newly announced State letters and the authorization of vaccinations of individuals ages 16-64 with high-risk health conditions, Terri stated that IHSS providers only need their letter to their vaccination appointment in order to receive the vaccine.

- The new COVID State Sick Leave allows IHSS care providers to get paid up to 4 hours to take their client to their vaccine appointment. There are certain guidelines, and a form needs to be completed. This will create more work for Terri and her staff but it is a good step in the right direction as far as getting clients to their vaccine appointment.
- Janie asked about reassessments and new intake – any changes? Terri mentioned that there is no change since the ACL late last year. There is no end date to the COVID extensions until the state of emergency is over. Counties in Red/Purple tiers, new intakes and reassessments are allowed via phone/video conference. Counties in Orange/Yellow tiers, however, can only conduct new intakes and reassessments only if someone in the household is infected with, has symptoms of or been exposed to COVID 19. If staff conduct in-person assessments, they can limit exposure by viewing the environment from outside the home (porch, windows).
- Per Dr. Jeff Smith and Bob Menicocci, staff are to remain working from home at least through the Fall of 2021. Working from home has been successful for the most part and the data shows that staff is just as efficient working from home as in the office. When the time does come for staff to return to the office it will be a different type of work schedule/routine with the option to work from home.

Next Meeting:

- The next meeting of the Advisory Board is:
Tuesday, April 20, 2021 from 12 noon to 1:30 pm via ZOOM Virtual/Conference call.

Next agenda items:

- No new agenda item, just add a sub-point under the CAPA Report for Legislative updates/watch list and items of concern.