IHSS Public Authority Advisory Board Meeting
July 21, 2026
MINUTES

ZOOM VIRTUAL MEETINGS for All/Guests:
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This meeting is being recorded for purposes of capturing the meeting minutes.

Members Present: Mathew Lubinsky; Janie Whiteford; Joanna Kent; Narendra Pathak; Michele Mashburn (via Zoom); Joyce Felix-Builes
Michelle Findley (Ex-Officio)

Members Absent: David Forderer; Natascha Walker

PA Staff Present: Leticia Sabadin

Guests Present (Virtual & In-Person): Steve Kline, Board Aide for Supervisor Ellenberg; Angelina Soria, PA Registry Manager; Vi Lam, PA Training Supervisor; Aneliza Del Pinal, CEO of Sourcewise

Announcements & Public Comment:

- Mathew had a few questions regarding sick time, sick leave and when and how to claim it on timesheets.
    - Joanna clarified that employees could claim sick time based on their total hours in a day, not their typical work schedule, explaining that they can claim up to 24 hours of sick pay on a day they don't work, or 12 hours if they worked 12 hours. She confirmed that employees can claim sick time on days they don't typically work and emphasized that this time belongs to the employee rather than their employer.
    - Vi and Joanna clarified that employees should be able to claim sick time for up to two months back, and Joanna offered to provide the eTimesheet contact number for further assistance. The group discussed available FAQ resources for sick leave questions.
        - Michele Mashburn shared these links: The Paid Sick Leave form: https://www.cdss.ca.gov/Portals/9/FMUForms/Q-T/SOC2302.pdf
        - Here is the FAQ questions virtually: https://www.cdss.ca.gov/Portals/9/IHSS/Sick-Leave-Claims/Sick-Leave-Claim-FAQS.pdf

- Narendra shared meeting attendance at Human Rights Commission, SCFHP and VTA Boards.
- Narendra raised concerns about a computer glitch in the timecard system that was allowing caregivers to exceed their allocated hours without proper alerts, though the specific nature of the issue and whether it had been resolved remained unclear.
    - Timesheet violation issues can be handled by the recipient's Social Worker.

    - There were further discussions on the electronic timesheet system, where Michele Mashburn explained that providers can claim more than 66 hours when working for multiple clients, though they must manage their own time to avoid exceeding limits.
- CEO of Sourcewise, Aneliza Del Pinal announced that Dr. Estella Castillo has been appointed as the new Public Authority Director, bringing 27 years of health services management experience, and will attend the next meeting for introductions.

Approval of Minutes:

- Motion by Narendra Pathak to approve the June 16, 2026 meeting minutes; seconded by Mathew Lubinsky, vote was unanimous.

Chair Updates:

- Discussions and plans for the upcoming San Andreas Superhero Event on July 25th at Almaden Lake Park Janie, Joanna and Leticia confirmed attendance. Also note that Erimm Gonzalez from the PA Outreach and Recruitment Department will be tabling along with the AB at this event as well.
- The in-person training in September. All members should have received an email from Monique Parrish and should have responded to her by this time. Please do so if you have not.
    - The group discussed options for handling an advisory board meeting and training session with Monique scheduled for September. They agreed to have a brief 30-minute regular advisory board meeting to approve minutes and review reports, followed by a 2-hour board development training session. Motion for this by Narendra Pathak, seconded by Mathew Lubinsky, all in favor.
    - Joanna will send out options for consideration and confirm details with Monique, noting that the training is designed for board development rather than just consumer or provider development.
- Joanna provided an update on bylaws changes, explaining that legal counsel requested modifications to the wording regarding stipends and reimbursement limits, specifically suggesting a $50 maximum with continued reimbursement for travel expenses. Janie expressed concerns about annual budget uncertainty for advisory board funding, but Joanna clarified that the proposed bylaws include a provision limiting payments to 50% of the approved advisory board budget, ensuring funds are allocated appropriately based on available funding.
    - Joanna further discussed a proposed change to reduce the advisory board stipend from $75 to $50, based on research showing $50 as mentioned for other county advisory boards. Michele Mashburn expressed concerns about setting a fixed amount in the bylaws, suggesting it would be more flexible to allow annual adjustments through governance policy rather than embedding a specific dollar amount in the bylaws.
    - The group agreed that Joanna would submit a revised draft removing the specific $50 amount and using "stipend" instead of "honorarium," then send it to legal for review without the fixed amount.
    - The group discussed the legal and financial aspects of stipends and honorariums for a disability equity program, with Michele Mashburn suggesting reaching out to certain individuals for legal assistance. Janie added that changing bylaws would require county approval and emphasized that the funding comes directly from state money through the public authority, not from county general funds.
    - The team agreed to push back on the current proposal without specifying amounts, with Joanna planning to report back via email after sending revised wording to the county council.

- Joanna discussed updates to a board letter and recommendations.
    - Michele Mashburn suggests additions about federal public charge rules and Olmstead decisions.
    - Joanna explained that while many recommendations exist, only four can be included in the one-page board letter due to space constraints, and she will share a draft for review later.
- Aneliza recognized the Public Authority's award from USAging for Project Butterfly. Registry Manager-Angelina Soria brought the award to the meeting to share with this board today.
- Vi Lam, PA Training Supervisor, provided an update about the Consumer Connection Newsletter, requesting quarterly article contributions of either full or half pages (230-250 for half and 370-400 words for full page).
    - Vi outlined the process for submitting articles, emphasizing easy reading and positive tone, with a two-week deadline for submissions and internal review before final layout.
    - Joanna suggested creating a calendar to organize article assignments and ensure diverse contributors, which the team agreed to address in the next meeting's agenda.

Santa Clara Family Health Plan Report:

- Due to time constraints, no report was given.

California IHSS Consumer Alliance (CICA) Report:

- Due to time constraints, no report was given.

SEIU 2015 Report:

- Natascha was not in attendance (on vacation).

Social Services Agency – IHSS Report:

- Michelle Findley reported securing 16 social worker positions (asked for 25) for IHSS and ongoing efforts to improve efficiency and address staffing needs.
    - The team discussed changes in protective supervision policies, with Michelle explaining that recent adjustments aim to align practices more closely with state requirements, potentially impacting some cases, and she committed to sharing updated training information after an internal session on August 6th.

PROGRAMS REPORT

Highlights in yellow.

A new Training Specialist started in June. Interviews were conducted with Registry Specialist candidates, and an offer letter was extended to a selected candidate with a start date scheduled for July. Remaining BUPS positions were put on hold based on final budget. PA Director interviews were completed, and an offer letter was extended.

BENEFITS ADMINISTRATION

There are **15,541** Independent Providers (IPs) enrolled in the Valley Health Plan (VHP) medical insurance. Of those, **2,168 are** in the Classic Plan and **13,373** are in the Preferred Plan. There are **16,285** IPs who are enrolled in the Dental/Vision plans. There were **195** Smart Pass VTA bus pass Cards issued.

Sick Leave: **33,419** active IPs have accrued 40 hours of sick leave. **19,102** have claimed some hours and **16,957** have claimed all 40 hours.

ENROLLMENT
Number of Providers (IPs) enrolled: **779**
DOJ fingerprint reports delayed over 30 days: **2**
Group Orientation Meeting (GOM) attendees: **726**

There are **1,228** future IP enrollment appointments scheduled. Next appointments are available **37** days (**5.3** weeks) after an IP watches the online orientation videos.

REGISTRY
There are **1,567** active IPs on the registry and **3,523** active consumers.

Regular Registry:

- Completed **76** new consumer intakes
- Generated **453** referral lists
- Attained **78** matches (assignments)
- Provided **1,020** new interventions with over **485 hours** spent on the interventions

Care Coaching: The Registry received **38** referrals for Care Coaching

- **39** care coaching consultations were conducted
- Total active consumers **227**

On-Call Registry (OCR): There were **6** eligible requests to the On-Call Registry out of **30** total calls. Two (**2)** requests were fulfilled for a total of **84.50** hours utilized. There is a total of **282** providers on the On-Call Registry.

Outreach and Recruiting
Registry Introductory Training (RIT): **10** remote RITs were held; **5** in English; **3** in Spanish, 2 in Vietnamese, and 0 in Chinese.

- **73** interviews were conducted
- **76** providers were invited to the eRITs
- **64** providers were added to the registry

Outreach Activities

Organization	Type	Reach/Individuals Assisted or Contacts Made
VASC	Once a month – 2nd Friday	4 IPs and 1 Recipient assisted

EPG: A total of **22** kits were picked up with **22** sets going to IPs for a total of **200** masks and **440** pairs of gloves**. 43%** of those who requested PPE came to pick it up.

TRAINING
Spring semester ended in May and there were no classes in June. The Fall class schedule will be released in August.

Life Enhancement Fund (LEF) Payments: **1** IP was paid a total of **190** this month.

GENERAL INFO

Public Authority Phone Calls: The PA received a total of **7,346** phone calls. Breakdown of the calls:

- **Registry 2737**
- **Enrollment 2103**
- **Benefits 2372**
- **Training 134**

CAPA REPORT

Highlights in yellow.

CAPA held a board meeting on June 25, 2026.

Budget

The FY26-27 budget was chaptered on June 29, with **all the of IHSS proposed cuts rejected.** However, the asset test will be lowered dramatically, starting July 1, 2027. It will drop from $130,000 to $21,000 for individuals and $195,000 to $31,000 for couples. A compromise was reached with the legislature from the $2K/$3K, respectively, that was proposed in the May revise by the Governor. The final BUPS budget was not released for PAs or Counties. In many cases, the BUPS allocation at the County level was not spent, so PA Directors should work with their County to ensure the work related to BUPS is accounted for correctly (time study).

Legislative

The following bills were discussed in detail with action requested from the Board to provide a Support or Watch position.

Bill # (Author)	Topic	Summary	Position
AB 1925 (Gonzalez)	State permanent disability certification program: feasibility study.	This bill would require the California Health and Human Services Agency to complete a feasibility study that includes a comprehensive analysis of the challenges and opportunities related to establishing a state permanent disability certification program. The program would be defined as a certification issued by a state department confirming that an individual has a permanent disability for the purpose of obtaining services. Requires the	Support

		agency to reasonably attempt to consult with local stakeholders; analysis would study/address technological limitations and compatibility of a permanent disability certification.	
AB 2161 (Bonta) AB 2201 (Boerner)	Similar bills on Medi-Cal Redetermination	Changes state law to comply with Federal HR1 provisions to complete redeterminations every 6 months, cost sharing, verifying countable income. Requires funding for additional duties.	Watch
AB 2278 (Farias)	IHSS CFCO program: non-compliance penalties	Existing law, commencing July 1, 2026, requires a county to pay, separate from the rebased County IHSS MOE payment, a 100% share of the enhanced federal financial participation that would have been received if the state ceases to receive that funding for the provision of services due to noncompliance of timely case reassessment for the federal Community First Choice Option (CFCO) program. This bill would require the department to, on or before July 1, 2029, prepare and submit to the Legislature a report on the amount of the above-described payments made by counties due to noncompliance of timely case reassessment for the federal CFCO program	Watch
SB 837 (Reyes)	Disaster and emergency preparedness	Current law requires Aging and Disability Resource Connection (ADRC) programs to provide specified services, including, among other things, enhanced information and referral services and other assistance at hours that are convenient for the public. This bill would further require ADRC programs to provide disaster and emergency preparedness training specifically designed to help older adults and people with	Watch

		disabilities prepare for emergencies and ensure their safety before, during, and after natural disasters and other emergency events, as specified.	
SB 1187 (Durazo)	Open meetings (Brown Act)	The Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all people be permitted to attend and participate. Existing law, beginning July 1, 2026, requires eligible legislative bodies, as defined, to have in place a system for electronically accepting and fulfilling requests for meeting agendas and documents. Existing law additionally requires these legislative bodies to translate the agenda for each meeting of that body and to reasonably assist members of the public who wish to translate a public meeting or receive interpretation, as specified. This bill would instead delete the above-described requirements on eligible legislative bodies.	Support

CAPA is tracking a total of 33 bills, which can be found here at: https://ctweb.capitoltrack.com/public/publish.aspx?session=25&id=a6e4cdd6-bb65-4ccb-9bdd-575a0103d068&showimage=1

<u>CDSS Update/Miscellaneous</u>

- New IP Orientation Videos are scheduled to be released on July 1. CDSS will send notices when they are released, and they will be available on YouTube. CDSS will have a way to download the videos so they can be used by organizations that have IP Enrollment tools that PAs use such as REVA and Bounds.
- Discussion and concern over the upcoming ACL that requires electronic provider forms (SOC 426 and 846) to be uploaded into CMIPS. Many counties use REVA and Bounds where this information is already stored (with digital signatures). CDSS will not provide tools to allow mass uploads of these records, so it will be a large burden to meet this requirement. IN

addition, PAs will need to change their business practices to include these uploads as part of their new workflow.

Next Meeting:

- **August 18, 2026, from 12 noon to 1:30 pm** via In-person/Hybrid.
- **Meeting Location:**
  Social Services Building; Auditorium Conf Room, 1st Floor @333 West Julian Street