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**STANISLAUS COUNTY
IHSS ADVISORY COMMITTEE MEETING
MINUTES**

08/15/05

Committee Members Present:

Jose Acosta
Rose Martin
George Sharp

Madelyn Amaral
Connie Muller
Linda White

Kenny Brown
Ora Scruggs

Committee Members Absent:

*Dwight Bateman

*Mary Burch

IHSS Staff Present:

Jeff Lambaren

Veronica Melgoza

**Advance notice given.*

OPENING REMARKS by Kenny Brown

- Meeting called to order at 1:05

PUBLIC COMMENT

- None were presented

ACCEPTANCE OF MINUTES

- 08/12/05 meeting minutes, motion to accept made by Linda White with correction to opening remarks changed to Linda White since Kenny Brown was absent. Rose Martin seconded, motion passed.

GRIEVANCE PROCEDURE/BYLAWS AMENDMENT

- Jeff Lambaren announced that he met with County Counsel. The Brown Act specifies two types of meetings. One is an emergency meeting and one is a special meeting. An emergency meeting is when the items are so critical that lives or property etc will be lost.
- Special meetings are dealing with a limited subject, or could be called out of the normal rotation. Special meetings may be called at any time by the presiding officer, the advisory board or by a majority of the



members. Written notice of the meeting must be received 24 hours in advance by all members of the board. Notice must specify date, time, place and the business to be discussed. No other business may be discussed at the special meeting other than what is referenced on the notice. The location of the special meeting must be in a location that is freely accessible to the members of the public.

- Kenny Brown stated that we have chairman in one section and then presiding officer in another section. We will replace chairman with presiding officer all through the bylaws. George Sharp made a motion and Linda White seconded, motion passed.

PUBLIC AUTHORITY

- Jeff Lambaren handed out a time for task questionnaire from the State Department of Social Services, they are asking that all the advisory committees throughout the counties fill out this questionnaire. The purpose of this is to do a comparison of the time the workgroups are estimating versus people who are actually receiving or providing the services.
- The Department of Social Services understands that this is just a snapshot and it is not representative of the whole population. It will not change anyone's hours.
- Jeff Lambaren went over the questionnaire with the committee members. The members will take the questionnaires home, the members will fill them out, bring them back to the next meeting and all the questionnaires will be turned in together.
- Jeff Lambaren announced that there is an opportunity to make an organization on an advisory committee. If there is a desire the committee can be involved, whoever was our representative could either attend a meeting or be on a conference call.
- Madelyn Amaral liked the idea, she felt it would allow the committee to learn from other committees.
- Jeff Lambaren stated that we would get information faster and we would be included in the pipeline. There might be some additional duties.
- Kenny Brown asked if there would be any cost to the committee as a whole. Jeff Lambaren said there may be cost for transportation to conferences. This would be taken out of the committee's budget.
- Linda White nominated Madelyn Amaral to be the committee's representative, Madelyn Amaral accepted.
- Ora Scruggs volunteered to be involved in this committee.
- The next conference call is on Tuesday August 16th. The calls are through a conferencing center, Jeff Lambaren will let Madelyn Amaral know how she can get on the conference call.
- Jeff Lambaren stated that Santa Clara has a video about IHSS. The IHSS Advisory Committee of Stanislaus County can use the same video, but use our information or we could even make our own video.
- Linda White asked about producing a video of our own, similar to Santa Clara County's video.
- Jeff Lambaren stated that the County in conjunction with Stanislaus State University has a recording studio.
- Kenny Brown stated that they have produced some very professional videos.
- Members would be able to tell their own stories.
- Jeff Lambaren announced that if anyone has health insurance questions they could call the Public Authority. If they have questions on what doctor's they can see, they can check the number on the back of their card.
- Madelyn Amaral passed around a flyer of people that are advertising that they provide rides and will run errands for people. Jeff Lambaren will see if he can find out if they are licensed.
- Jeff Lambaren stated that he met with personnel and the positions for the accountant, homecare assistant and the confidential/secretary should be listed in the Modesto Bee in about two weeks. The closing date should be mid-September, and the interview panel will follow. Early to mid-October the office should be staffed. The registry is done by contract until the end of the calendar year. At that point the Public Authority will take over the registry, this may be a shared duty.
- Jeff Lambaren stated that the registry would profile the providers and clients so that they can match them up according to the needs of the clients and the qualifications of the providers.
- Linda White asked when the open house would be. Jeff Lambaren stated that it would probably be in mid-October, we could have our October meeting at the Public Authority.

LEGISLATIVE UPDATE

- George Sharp stated that he did not have any information because the legislature is still on summer recess.
- Madelyn Amaral stated in past legislation it indicated that the providers would get another raise.
- Jeff Lambaren stated that an automatic raise will come on December 1, 2005, and that will bring the wage to \$8.25.
- The next opportunity to negotiate a new contract will be September 2006, the amount is determined on what the Board of Supervisors approve.
- George Sharp stated that even though IHSS providers wages were spared there is a still a proposal that the State wants to go back to minimum wage next year. They start looking at mid year budget cuts in November and by December those cuts can become effective.
- George Sharp will bring the bill on provider's wages to the next meeting.
- George Sharp announced that at this time there is a Stakeholder meeting in Sacramento, having to do with time for task and quality assurance.

ANNUAL REPORT

- Kenny Brown liked the idea of having the annual report done professionally through an outside copy company. The committee would write the articles and then have the annual reports produced. Connie Muller made a motion to do it this way, Linda White seconded, motion passed. The reports would be on thicker paper and maybe all could be in color. The committee will look at the cost of 1,000 and then in increments of 500 after that.
- Ora Scruggs suggested we have it done locally, the committee agreed.
- The committee will contact some places and get some samples.

HOT TOPICS

- Ora Scruggs suggested that the committee give an award to someone that had done a great service to the community.
- Madelyn Amaral asked what this would be for and when would it be given. Jeff Lambaren said it could be up to the committee to give it annually, quarterly etc. Jeff Lambaren suggested annually would be ok, but the committee would need to decide what the criteria would be to nominate someone to receive this award.
- Kenny Brown asked if there was anyone other than Ora Scruggs that would be interested in being involved on this. Madelyn Amaral stated that she would like to know more about this and if the committee chose to do this it would have to be something that was connected to the IHSS committee.
- Jeff Lambaren stated that the difficulty in doing something like this would be publicizing this and receiving it back because the information would be confidential.
- Connie Muller suggested the committee table this until we do our next survey and the committee could add this as a question on the survey; would you like to nominate your provider as provider of the year award.
- Kenny Brown suggested that whoever feels strongly about doing this could write something up, present it to the committee at the next meeting, and the committee can review it and decide if it is something the committee would like to participate in.

GENERAL UPDATE

- The committee is looking into raising the stipend and changing the meetings to once a month. Jeff Lambaren announced that the original agenda was pulled that set the stipend at \$20.00 per meeting and per member. The \$20.00 was set as a reasonable cost to eliminate transportation barriers that members may encounter. That was the justification for the \$20.00 payment. Jeff Lambaren stated that the committee might be able to request \$10.00 more per meeting because of the price of gas.
- The committee discussed the issue of raising the stipend. It was brought up that possibly an increase could be included to provide a lunch allowance. George Sharp stated that the Board of Supervisors would not justify paying for meals. George Sharp also doesn't think the stipend needs to be raised, that is not why the members are supposed to be coming to the meetings for.
- Connie Muller stated that she was ok with \$30.00 if the meetings were going to be once a month, otherwise she is fine with staying with \$20.00 per meeting and having the meetings twice a month.

- Kenny Brown suggested asking for the increase to \$25.00, and also stated that raising the stipend and changing the meetings to once a month are two separate issues.
- Rose Martin suggested maybe asking for the increase to \$25.00 but no more than \$30.00
- Madelyn Amaral made a motion that the committee ask for \$30.00 per meeting for all members. Some members have transportation provided to them, but all members would be entitled to the stipend. Rose Martin seconded, motion passed.
- Kenny Brown asked if changing the meetings to once a month was acceptable to everyone.
- Linda White made a motion that we change the meetings to once a month, George Sharp seconded, motion passed with Connie Muller not in favor of changing meetings to once a month.
- Linda White asked what Friday we would have the meeting, The committee agreed to have the meetings on the second Friday of the month. We could change the meetings if it landed on a holiday.
- Madelyn Amaral asked if someone misses three meetings in a row would they be removed from the committee as it indicates in the Bylaws. Kenny Brown stated that the Bylaws don't say we have to remove the person, we can look at reasons why they miss.
- Kenny Brown asked the committee if they feel that they need to have a second meeting in August or start the once a month meeting and meet again in September. Madelyn Amaral asked if the committee had enough to discuss to meet a second time in August. Connie Muller suggested the committee meet a second time in August to discuss the annual report.
- Kenny Brown asked for a show of hands of those who think the committee needs to have a second meeting in August, two members voted for a second meeting. The committee's next meeting will be September 9th.
- Rose Martin asked if the committee needs to let the Board of Supervisor know that the meetings will be changed to once a month. Kenny Brown stated that the committee did not need to inform the Board of Supervisors. Jeff Lambaren stated that the meetings should be removed from the website, the audio company will be notified of the meeting changes, and the room reservations will be cancelled.

Meeting adjourned @ 2:42PM
Veronica Melgoza, Recorder