



SONOMA COUNTY  
**IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE**

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**IHSS ADVISORY COMMITTEE MEETING**  
**Minutes of May 24, 2010**

**Present:** Joann Keyston, Chair  
Stan Gow, Vice Chair  
Nancy Hall, Secretary  
Mary Bodily  
Richard Ruge  
Sachiko Williams  
Herb Willsmore

**Absent:** Gary Fontenot, Ex-officio member

**Staff:** Michael Humphrey, Manager – IHSS Public Authority  
John Chan, Registry Supervisor – IHSS Public Authority  
Diane Kaljian, Director – Adult and Aging Services Division  
Lorna Schreck, Secretary – IHSS Public Authority

**Guests:** None

**1. Call to Order/Review Agenda**

- A. J. Keyston called the meeting to order at 1:09 p.m.
- B. J. Keyston announced that Marie White passed away in April and we will adjourn today's meeting in her name.

**2. Public Comments – none**

**3. Approval of Minutes**

Members accepted the minutes for the March 22, 2010 Advisory Committee meeting as presented.

**4. Statistics and Updates**

A. Response to Statistics Review

- 1) D. Kaljian explained that there are fewer caregivers and more IHSS clients without providers.
- 2) Clients without providers are encouraged to call the Registry.
- 3) M. Humphrey explained that “discontinued” caregivers are providers who are no longer working and asked to discontinue the provider enrollment process. The Public Authority provides a report of discontinued providers to payroll.

## B. IHSS Program Update

- 1) D. Kaljian reported that there is no additional information on finger printing/photographing of recipients. The Assembly Budget Sub-Committee determined that the cost was prohibitive and it would be an indignity to IHSS clients.
- 2) D. Kaljian reported that the State will be sending letters to caregivers (and recipient(s) associated with the caregiver) who have not completed a step in the new enrollment process. The letter will remind caregivers that they must complete the new enrollment process before June 30, 2010 to remain in pay status.
- 3) M. Humphrey explained that a reminder notice will be added to the caregiver paychecks.

## C. IHSS Public Authority Update

- 1) The caregiver training program is still suspended
- 2) Registry applications are still not being accepted
- 3) The newsletter is still suspended

## D. Provider Enrollment Update

- 1) M. Humphrey reported on a second mailing to caregivers who had not completed the Department of Justice background check.
- 2) M. Humphrey explained that about 1,600 caregivers have not been finger printed. Staff is mailing a third round of "Urgent" letters to caregivers.
- 3) M. Humphrey noted that the inter-county transfer of caregivers must provide the intake county with a copy of either the SOC 846 agreement or Eligibility letter. Transferring caregivers also need to get fingerprinted for the Department of Justice criminal background check in both counties.
- 4) M. Humphrey commented a 2-3 week lag between the time of fingerprinting and when a caregiver receives a letter with their orientation date.
- 5) D. Kaljian complimented the entire Public Authority staff on their dedication to make the new enrollment process happen. She recognized the changes in their daily work functions, the volume of work and their "how can we do it" attitude. She stated that she was very proud of each of them.

- 6) M. Humphrey also expressed his appreciation of the Public Authority staff and the Herculean tasks undertaken to complete the new provider enrollment process.

## **5. Budget and Legislative Update and Advocacy**

- A. M. Humphrey distributed a budget update on the May Revise from the California Budget Project.
- B. D. Kaljian reported that the Governor proposed to cut the CalWorks program, known as Sonoma Works in the County, which helps people who are out of work.
- C. D. Kaljian announced that the County budget hearings would begin on June 14. There are several positions in the Adult and Aging Division earmarked for layoff.
- D. Some social services programs are vulnerable to cuts as they are not mandated nor do not have non-County funding associated with them.
- E. M. Humphrey reviewed the State's budget process from this point forward and predicted that this would be a long budget process.

## **6. Review Public Authority Goals and Objectives**

- A. M. Humphrey distributed the 2009-2010 Accomplishments.
  - 1) He noted that the accomplishments relative to the Registry were below projected, because the Registry closed to new applicants in order to focus on the New Provider Enrollment.
  - 2) He pointed out that training and outreach numbers reflected serious funding reductions.
  - 3) Members discussed holding a caregiver recognition event and expanding community partners to make it happen.
  - 4) D. Kaljian suggested that the Accomplishments Report include the dates when funding reductions took place and staff altered focus from the Registry to Provider Enrollment.
  - 5) D. Kaljian appreciated this report as a tool she can use to show the impact of budget reductions.
- B. M. Humphrey distributed the 2010-2011 Goals and Objects, which reflect some of the new functions of the Public Authority.
  - 1) Members discussed newsletter options and collaborations.
  - 2) Members discussed recruitment options and collaborations.

## **7. Revisit Caregiver Training Options**

A service provider used the Public Authority's caregiver training mailing list for one of their workshops. They reported that approximately 50% of their attendees were from our mailing list. The Public Authority will continue to make the caregiver training mailing list available to community partners.

## **8. Public Comments – None**

## **9. Executive Committee Report**

- A. J. Keyston reported that the Executive Committee reviewed the agenda for today's meeting and discussed visiting legislators; and, two Advisory Committee vacancies – one caregiver and one consumer. They also noted Marie White's passing and reflected on her strong advocacy efforts and many contributions to the Advisory Committee and IHSS.
- B. J. Keyston reported that the Sr. Day at the Fair is August 3. J. Keyston, S. Gow, M. Bodily, and N. Hall volunteered to assist at the booth.
- C. J. Keyston reported that the Executive Committee met with Assembly Member Jared Huffman and shared with him the specifics of Sonoma County's IHSS program and IHSS Public Authority. Members felt the meeting was well worth their time.
- D. J. Keyston convened the nominating workgroup – Gary Fontenot, Stan Gow, and Richard Ruge.

## **10. Correspondence; Announcements & Community Meeting Reports**

- A. N. Hall reported on a budget letter writing advocacy effort that generated 470 letters to local legislators and a total of 7,000 letters to legislators across the State.
- B. M. Bodily will be attending Safari West along with a group of Seniors
- C. DSLC news:
  - 1) DSLC is moving to 521 Mendocino Avenue on June 25.
  - 2) DSLC will hold an open house and ADA celebration on July 23.
  - 3) DSLC will host the Tech Expo on October 22 at the Fairgrounds.
- D. M. Bodily reported that the Volunteer Housing Coalition's upcoming meeting has a guest speaker covering "What is Independent Living."
- E. H. Willsmore reported that Mike Durant passed away. Mike was a member of the IHSS Advisory Committee in 2002-03.

**11. Agenda Topics for the next meeting, which will be held on Monday, September 27, 2010**

- A. Regular Reports, including Statistics, Updates,
- B. Budget and Legislation
- C. Update on New Provider Enrollment Requirements
- D. Advisory Committee Goals and Objectives
- E. Nominating Committee

**12. Adjournment**

- J. Keyston adjourned the meeting at 3:20 p.m.

Submitted by Lorna Schreck, Secretary