

San Bernardino County IHSS Advisory Committee



784 E Hospitality Ln
San Bernardino CA 92415
October 10th 2019
9:00 AM to 12:00 PM
IHSS Conference Room

Minutes

Members Present

Kristie Sepulveda-Burchit
Randy Schlecht
Barbara Chastain
Mary Gillion
Linda Higgins
Sheila Johnson
Carolyn Medina
Greg McDermott
Linda Lovett
Lance Hoshaw
Marilyn Interian Matey
Celina Rwengo
Diane Chapman
Flora Martinez

Members Absent

Members of the Public

Sharon Swayzer
Janice McDermott
Enrique Camacho (SEIU)
Wendy Whitaker (SEIU)

Public Authority Staff

Myette Christian
Rodney Irvine

MINUTES

1. CALL TO ORDER AND INTRODUCTIONS – 09:13 A.M.

2. ROBERT’S RULES

Kristie Sepulveda-Burchit

- Save comments and question until the end of the agenda item.
- Public comment limited to 5 minutes.
- If a member of the public wishes to speak on an agenda item, they must fill out a comment card and submit it to the chair.

3. APPROVE MINUTES

- Approve minutes from the July 10th meeting
 - Change minutes to reflect Wendy Whitaker attended the meeting as a union representative.
 - Mary motions to approve with changes, Linda 2nds.
 - All members approve

4. ADDITIONS/CHANGES TO AGENDA

- No changes

5. IHSS ADVISORY COMMITTEE INTRODUCTION AND MEMBER REPORT

Diane Chapman

- Interested in mileage reimbursement for providers who transport clients to their medical appointments.

Kristie Sepulveda-Burchit

- Participated in the CICA executive meeting and phone calls.
- Attended the Board of Supervisors meeting as an individual and spoke about the necessity of wage increases for providers.

Celina Rwengo

- Caregiver and current union member.

Marilyn Interian Matey

- Parent provider for her two daughters. Appreciates the work committee has done for IHSS.

Flora Martinez

- Is a parent provider.

6. PUBLIC COMMENT ON NON-AGENDA ITEMS

Enrique Camacho (SEIU)

- Union member, representative.

Wendy Whittaker (SEIU)

- Union member, representative.

7. UPDATES ON IHSS

Kristie Sepulveda-Burchit

- Changes to paramedical guidelines
 - Hearing decided to not proceed with changes.
 - Provided memo department did not proceed with changes
- EVV guidance
 - Under federal guidelines, family providers do not have to comply with EVV; decision is at the State level.
- ETS issues
 - Providers are having issues logging in and submitting timesheets using the electronic portal.
 - Providers are receiving errors and are unable to enter time at the end of the month.

8. IHSS PUBLIC AUTHORITY REPORT

Myette Christian

- NCAD will be held November 21st at the Jesse Turner Center in Fontana.
 - Event time is being adjusted to make event accessible to providers.
 - Event will be RSVP.
 - Funded by donations from the community.
 - Providers can bring their client or a guest.
 - Public Authority has been hosting event for the last 12 years to show appreciation to provider dedication.
 - Dept. has received over 400 nominees for “Caregiver of the Year” recognition award.
- The Public Authority registry is open and accepting applications.
 - Currently have 2,000 providers on the registry.
- San Bernardino County will partake in the 2nd wave of ETS implementation.
 - Public Authority is working to get providers signed up for ETS implementation.
 - 50% of the registry providers use ETS.
 - Providers who are experiencing issues with ETS should try registering again in November.
- Public Authority is receiving approximately 10,000 employment verification requests
 - Providers who use ETS can access their employment and paycheck information online.
- Public Authority is arranging to have providers fingerprint through the San Bernardino County HS Personnel department.
 - Fingerprinting will require appointment.
 - Fingerprinting cost will be \$32 to cover DOJ processing fees.
 - HS contact information will be listed on the livescan packet provided to new provider applicants in the San Bernardino office.
- NCTP training is currently being offered to caregivers throughout the county.
- Public Authority no longer conducting the IHSS orientation for new providers.

- Questions regarding orientation should be directed to the local IHSS office.

9. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

Sheila Johnson

- Reports
 - Approximately 32,625 IHSS cases in San Bernardino County
 - Average recipient hours are 110 per month.
 - 1,500 new IHSS referrals were made in August.
 - Average caseload is 390 per social worker.
 - Ideal social worker caseload should be 350 – 360 cases

10. CICA REPRESENTATIVE REPORT

Carolyn Medina

- Carolyn attended the executive conference calls with CICA regarding EVV and ETS issues and its implementation in California.
 - Providers are experiencing issues with hours not saving when being entered in ETS portal.

11. SEIU Update and Report

Enrique Camacho

- SEIU update
 - 350 people attended recent union event
 - Union holds events and advertises on billboards to get the attention of the Board of Supervisors. There is currently a billboard message on the 10 & 15 FWY

Wendy Whitaker

- Union providing ETS training throughout October – December.
 - Can give one on one trainings.
 - Classes available all over San Bernardino County.
- IHSS has a method for entering time via telephone for providers/clients without a computer.
 - Time can also be entered using a smartphone.
- Union is having an Exercise Democracy Presidential watch party on October 15th at 5 PM.
- Having an Anti-Racism Survey
- SEIU to have EVV only include start/end times

12. BUSINESS

- Fiscal Report
 - Updated and Revised fiscal report to be provided by next meeting
 - Estimated budget after member stipends for all meetings is approximately \$3384. Stipends may be higher due to new members.
 - Mileage for members will be reimbursed for travel over 20 miles round trip.
- Committee would like to add an additional meeting in February.

- Assist with legislation concerns
- Recruitment
 - Alternates will take the place of members when terms expire.
 - Need two more recipients and one more provider to fill seats on committee.
 - Committee can look into providing accommodations for future members with additional needs.
 - Rolling Start may be able to provide assistance with remote attendance or Spanish interpretation.
- Procedures Manual
 - Oct 11th is the deadline to email procedure edits.
 - Edited procedures to be voted on at the next meeting.
 - Kristie Sepulveda-Burchit already submitted edits and asked that they be sent to the committee members for their review.
 - Flora Martinez also asks that the edits Kristie Sepulveda-Burchit submitted be provided to committee members.
- CICA Dues
 - Kristie is on the executive committee.
 - Committee is not noticing benefits of membership as general calls are open to the public.
 - Committee is not receiving additional membership benefits.
 - Carolyn motions to table CICA membership decision until last fiscal meeting.
 - Linda L. 2nds motion.
 - All members approve
- CICA Regional Training
 - Costs are unknown at this time.
 - Committee would like training during meetings.
 - Randy motions to add education item at the beginning of committee meetings, Barbara 2nds motion.
 - All members approve
- IHSSAC Table for NCAD
 - Mary and Diane volunteer to staff table.
 - Committee would like to provide \$50 Target gift card for event gift.
 - Linda H. motions to approve \$50 gift card, Flora 2nds motion.
 - All members approve
 - Myette will check to see if gift card is allowed. If it is not, a different item will be purchased on behalf of committee.
- Supplies
 - Committee would like to purchase rolling cases for all members.
 - Rodney will get quotes to purchase cases and supplies for new members by next meeting.
- SEIU as standing agenda item
 - Myette states that to remain in accordance with county procedures and the new AC bylaws/procedures, SEIU is to address committee during public comment.

- Members disagree.
- Carolyn motions to keep SEIU as a standing agenda item, Linda H. 2nds motion.
 - All members approve.
- Myette states she will check process with Public Authority Director.

13. ADJOURNMENT

- Motion to adjourn meeting made by Mary, Diane 2nds motion.
 - All members approve
- Next meeting set for January 8th at 9 AM
- Meeting adjourned at 11:43 AM