

**MINUTES OF THE MEETING OF THE
IHSS PUBLIC AUTHORITY ADVISORY COMMITTEE
Conference Call
January 21, 2021**

This IHSS Public Authority Advisory Committee meeting was called to order at 9:06 a.m.

Committee Members Present: Laticia Sanchez, Chairperson; Larry Stevens, Vice Chairperson; Denise Dorsey, Committee Member; Sally Howarth, Committee Member; Danette Paskaly, Committee Member

Community Members Present: Sarah May

Staff Present: David Madrigal, PA Program Manager; Angela Branstner, PA Supervisor; Sheila Mickelson, PA Office Assistant

Committee Members Excused: None

Committee Members Unexcused: None

APPROVAL OF MINUTES

At this time the committee members reviewed the minutes from the previous meeting held on November 19, 2020. Chairperson Laticia Sanchez made a motion to approve these minutes. Vice Chairperson Larry Stevens seconded the motion. All were in favor, and the motion carried to approve the minutes.

PUBLIC COMMENT PERIOD

Sarah May introduced herself as the manager of the North State Regional Office of the State Counsel on Developmental Disabilities, which is an agency that ensures people with developmental disabilities have the services and support that they need. Sarah May explained that currently the agency is collaborating with the American Red Cross on a project to distribute emergency kits and provide emergency preparedness trainings to people with disabilities. Vice Chairperson Larry Stevens wanted to know if there is any material in the IHSS provider orientation film regarding emergency preparedness for the newly incoming providers. David Madrigal responded that the state has not included emergency preparedness trainings in the orientation video. David Madrigal stated he would like to put together some emergency kits to hand out to the low-income population, but it would require a large amount of funds. Sarah May agreed that the emergency kit project is a costly one, with each kit valued at \$196. Sarah May mentioned that she is Chairperson of Butte County's IHSS Public Authority Advisory Committee, and offered some ideas based on her Committee's own activities, which include trainings on various IHSS-related topics. Vice Chairperson Larry Stevens expressed his interest in the idea of this committee being involved in some emergency preparedness trainings. David

Madrigal reminded everyone that COVID-19 poses restrictions for things like this, and it might be some time before a training could be approved per Public Health's guidelines. There are also other agencies in Tehama County that already provide emergency preparedness trainings to the community. Nonetheless, this topic may be revisited in the future if restrictions are lifted.

Committee Member Denise Dorsey stated that Supervisor Candy Carlson has some questions and comments for Sarah May in the chat, and read the following: "Can you share what's in the backpack (emergency kit)? Also, Tehama Together partners with Listos and does this type of outreach. I'm sure Orle Jackson would be happy to partner with the IHSS Public Authority to help with this." Sarah May said she will create a flyer showing the contents of the emergency kit.

Committee Member Sally Howarth commented about how time consuming it is for providers to shop for their consumers, and wondered if there was any way to increase the allotted time for this task. David Madrigal said that he will keep an ear out for any similar issues that arise in other counties.

DISCUSSION

COVID Vaccines:

David Madrigal shared that a COVID-19 vaccine flyer had recently been provided to the Public Authority, which gave an outline of scheduling for certain groups of people to be able to receive the vaccine. IHSS providers were considered eligible for the vaccine in phase 1A, and elderly consumers are now eligible as well in phase 1B. Vice Chairperson Larry Stevens stated that due to the large number of phone calls Public Health has been receiving regarding the vaccine, Public Health has also provided an email for scheduling these appointments. Chairperson Laticia Sanchez asked if data was going to be provided by Public Health about how many IHSS providers and consumers receive the vaccination. David answered that he requested this information but has not received a response.

Committee Vacancies:

David Madrigal reminded the group that there is still one consumer/past user vacancy on this Advisory Committee. Vice Chairperson Larry Stevens suggested this be advertised on the website.

David Madrigal addressed updating the expiring terms for committee members. Terms will be changed to have uniform expiration dates of December 31, and will be staggered with two members expiring each year. David Madrigal said the new term expirations will be emailed to committee members after this meeting, letting each member know which year their term will expire and need to be renewed. Vice Chairperson Larry Stevens asked if expiring members would need to go through David Madrigal in order to renew their terms. David Madrigal explained that expiring terms will be discussed during November Advisory Committee meetings, and David Madrigal will collect renewal paperwork from any members wishing to renew their terms to be submitted to the Board of Supervisors for approval.

Public Authority Report:

Angela Branstner reported that in the 4th quarter of 2020, 19 new providers were added to the registry. However, there were also pre-existing registry providers who had dropped out of the registry, leaving a total of 75 active registry providers at the end of the 4th quarter of 2020. A total of 99 providers attended orientation during the 4th quarter of 2020. Vice Chairperson Larry Stevens asked if it was possible to exclude people who have already worked for a consumer on a registry referral list for that consumer. Angela Branstner explained that the registry system automatically generates the lists based on the needs of the consumer, but if there are no new providers which have not been referred to a consumer before, names of providers who have been referred in the past may come up on the list again. David Madrigal reminded the group that because of the risks of COVID-19 many providers don't want to work for consumers that they don't already know, and this is what seems to be causing such an impact on the registry at this time. Angela Branstner compared the 4th quarter of 2020 with the 1st quarter of 2020, which is right before COVID-19 was declared a state of emergency in California. Angela Branstner stated that in March 2020 48 providers were added to the registry, and in April 2020 13 providers were added to the registry. This decline continued throughout the year, with 5 providers added to the registry in December 2020. Vice Chairperson Larry Stevens asked if the Public Authority still had supplies available for IHSS providers and consumers. David Madrigal confirmed that masks and gloves are still available, and an order for more will be requested when the supply runs low.

Improving the Registry:

David Madrigal stated that since COVID-19 became a state of emergency in California, there has been a state-wide decline in the amount of active registry providers. David Madrigal asked if anyone had any suggestions for recruiting new registry providers during this time. Vice Chairperson Larry Stevens said he would like to have a questionnaire developed to help guide consumers when interviewing prospective providers from the registry. Chairperson Laticia Sanchez said that although the interviewing process is important, the questions a consumer asks would be more personalized and a standardized questionnaire might not be appropriate to provide to consumers. Chairperson Laticia Sanchez would like to review the registry application once more to see what information is collected from providers and what might be improved on it. Vice Chairperson Larry Stevens wondered if the registry application was up-to-date. Angela Branstner confirmed that the registry application had recently been updated. David Madrigal reminded the group that the registry application had been sent out with the agenda for this meeting. In regard to Vice Chairperson Larry Stevens' questionnaire suggestion, David Madrigal pointed out that there is a video provided by Social Services on the Public Authority website posted under the "Consumers" section that gives tips on hiring a new provider and may be able to help in that area.

COVID and EVV State Updates:

David Madrigal reminded the committee members about the Electronic Visit Verification (EVV), and explained the new IHSS rule that live-in providers will no longer be required to report EVV information, effective January 1, 2021. There was some confusion within the group about how providers will know whether or not they need to report this information, and David

Madrigal clarified that once a SOC 2298 form is on file for the provider, the EVV will automatically be excluded from the e-timesheets.

David Madrigal addressed the COVID-19 emergency back-up registry system that has been in place since March 2020. This system was created in order for consumers to find a temporary fill-in for providers who must quarantine due to COVID-19. Initially this system was going to expire at the end of December 2020, but the end date has been extended through June 2021.

David Madrigal discussed the changes that have been made to Tehama County's provider orientations since COVID-19 began. David Madrigal informed the committee members that the previously used classroom-style orientation has been approved by a health officer, with limitations to the maximum occupancy of the room used. David Madrigal also explained that although provider enrollment requirements are able to be waived at this time, any waived in-person orientations must be completed by the end of June 2021, upon expiration of this waiver.

ACTION ITEMS

There were no action items at this time.

FUTURE AGENDA ITEMS

David Madrigal stated that he will put the recruitment of providers on the agenda for discussion at the next meeting. Committee Member Denise Dorsey read from the chat that Supervisor Candy Carlson would like Sarah May's contact information.

With no further discussion, the meeting was adjourned at 10:13 a.m. The next meeting will be held on March 18, 2021, at 9:00 a.m. by conference call.

Respectfully submitted, Sheila Mickelson, PA Office Assistant.