

**Contra Costa County In-Home Supportive Services  
Advisory Committee Meeting  
November 15, 2018 Meeting Summary**

- Present:** Mustafa Alsalihi, Sydney Anderson, Wilson Cheng, Keegan Duncan (On the phone), Michelle Hernandez, Joe Juarez, John Roe (On the phone) and Wendell Snyder.
- Absent:** Chantana Vornvilaipan
- Staff:** Elizabeth Dondi, Lorena Orellana and Beatriz Salgado
- Guests:** None

**Roll Call and Introductions:**

Sydney Anderson, Chair of the AC Committee called the meeting to order at 1:29 pm. Roll call was called and the sign-in sheet was completed. A quorum was established.

**Public Comment Period:**

None

**Individual Member Reports & Announcements**

John Roe shared his experience taking the CPR First Aide class, which was conducted by Chet Saechao - PA Registry Specialist. John praised Chet's presentation. He said that this was one of the best presentations he had attended. He was very impressed with the content and the quality of the presentation.

**October 16, 2018 Meeting Summary**

John Roe moved, Wilson Cheng seconded, to approve the October 16, 2018 meeting summary as written. The motion carried; see votes below:

		<b>Meeting Summary</b>			
		<b>Yes</b>	<b>No</b>	<b>Absent</b>	<b>Abstain</b>
1	Mustafa Alsaliyh	x			
2	Sydney Anderson	x			
3	Wilson Cheng	x			
4	Keegan Duncan				x
5	Michelle Hernandez	x			
6	Joe Juarez	x			
7	John Roe	x			
8	Wendell Snyder	x			
9	Chantana Vornvilaipan			x	

**REPORTS**

**Fraud/Quality Assurance Report:**

None

**Staff Reports:**

Elizabeth reported to the AC members that Public Authority is working on filling one Senior Benefits Clerk position to back fill Yolanda Patterson who was promoted to Benefits Clerk Supervisor Position.

In Regards EVV (Electronic Visit Verification), Elizabeth reported that DSS (Department of Social Services) is working on the system changes and project implementation is moving forward.

Elizabeth also mentioned that there was a stakeholder meeting on November 5, 2018 to demonstrate the proposed changes to the online portal and solicit feedback from consumers and providers. The next round of stakeholder meetings for EVV are scheduled for March 2019 and will focus on the telephonic solution for EVV.

In reference to Paid Sick Leave for IHSS Providers, Elizabeth mentioned that DSS will be collecting data to consider the potential need for a process/back-up system to meet requests from consumers for substitute provider when the regular provider is unavailable due to sick leave. DSS convened a work group and is working with counties and PAs to collect data. Ten counties are participating in the data collection phase through September 2019.

Elizabeth gave the AC members an update on some of the legislative bills that CAPA (California Association of Public authority) is following as follows:

**AB 3082** – was signed into law on September 30, 2018. DDS will be working with stakeholders to develop educational materials for recipients and providers and also to establish a uniform data collection method to identify the prevalence of sexual harassment in IHSS program. The first stakeholders meeting is scheduled for February 2019 according to DSS.

Elizabeth reported that Sydney, Beatriz and herself had been working on the Triennial Sunset Review of Appointed Boards on behalf of the AC. Its purpose is to provide the Board of Supervisors with a method to periodically evaluate the purpose and effectiveness of the advisory committees. The document is ready to be forwarded to the Board. A copy of the document was distributed for the members to review and keeping.

Finally, Elizabeth passed out the fiscal year 18-19 Public Authority budget. Elizabeth answered the members' questions on the document.

### **Chair Report:**

Sydney reported on the East County Senior Coalition meeting she attended as an active member. Sydney explained that the direction the group is taking now is advocacy. Sydney mentioned that in the past, they organized a Senior Rally Day to the California Capitol with the purpose to advocated for the elders, but this was not very productive, so now they started to meet in small groups to teach the members how to advocate to the legislators and the local governments all year round.

Sydney also reported on the last Sheriff's meeting she attended. At the meeting, they had Jill Henderson, the lead Attorney for the Elder/Dependent Abuse Unit talked about some of issues they have to face when they trying to prosecute an Elder Abuse case.

### **Advisory Committee Expenditure Report:**

The report for July 2018 through October 25, 2018 was handed out for committee review.

### **Health, Safety & Education Committee Report:**

Wendell Snyder reported that the meeting was held on November 13, 2018 from 1:00pm to 2:00pm. Wendell reported that he attended CPR, Alzheimer and Dementia trainings. He believes he got very valuable information from the trainings and that it would be very useful for all the providers to attend these trainings.

**Rapid Response Committee Report:**

Sydney mentioned that the meeting was also held on November 13, 2018 from 2:00pm to 3:00pm. Sydney reported that the members reviewed the reports as follows:

In the month of September, Rapid Response program received a total of 16 service requests. 13 of them were filled, 2 were cancelled, and 1 service request was not filled. The total number of hours requested was 98 of which 84 were filled. For the month of October, Rapid Response program received 32 service requests. 19 of them were filled, 5 were cancelled, 6 Consumers did not qualify for the service, 1 service request was not filled. The total number of hours requested was 156 of which 120 were filled.

**Nominating Committee Report:**

No report as no meeting was held. No meeting is scheduled.

**Advocacy Committee Report:**

No report as no meeting was held. No meeting is scheduled.

**California In-Home Supportive Services Consumer Alliance (CICA) Report:**

None

**Independent Living Resource (ILR) Report:**

None

**SEIU 2015 Report:**

John announce that Laphonza Butler, SEIU 2015 current president presented her resignation letter from the position effective December 31, 2018. He also announced that River Valley Nursing Home workers are planning to have the first-ever strike to demand safe staffing, patient safety and union rights. The event is schedule to happened on November 25, 2018.

**Unfinished Business:**

Election of 2019 Chair and Vice Chair:

Sydney called for nominations from the floor for Chair and Vice-Chair. John Roe and Wilson Cheng were nominated for Chair. Mustafa, Joe and Sydney were nominated for Vice-Chair. There were no other nominations. Votes as follows:

## Chair

Nominee	No. of votes
John	6
Wilson	2

## Vice-Chair

Nominee	No. of votes
Mustafa	4
Joe	2
Sydney	2

John Roe will serve as Chair and Mustafa as Vice Chair for the year 2019.

Wendell Snyder moved, Mustafa Alsalihi seconded, to move the January HS&E and RR Meetings to January 24, 2018 same time and place. The motion carried; see votes below:

		Meeting Summary			
		Yes	No	Absent	Abstain
1	Mustafa Alsalihi	x			
2	Sydney Anderson	x			
3	Wilson Cheng	x			
4	Keegan Duncan	x			
5	Michelle Hernandez	x			
6	Joe Juarez	x			
7	John Roe	x			
8	Wendell Snyder	x			
9	Chantana Vornvilaipan			x	

## New Business:

Appointment of sub-committee Chairs  
Composition of sub-committees

**Next meeting:** January 15, 2018.

Sydney adjourned the meeting at 3:02pm.

**1:00 PM – 3:00 PM, 500 Ellinwood Way, Pleasant Hill**

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Sydney Anderson, Chair

The Contra Costa County In-Home Supportive Services Advisory Committee is appointed by the Board of Supervisors to provide ongoing advice and recommendations regarding in home supportive services to the Public Authority. Any comments or recommendations made by the Committee or its members do not represent the official position of the County or any of the County's officers.