**Contra Costa County In-Home Supportive Services**

**Advisory Committee Meeting (Via MS Teams)**

**February 16, 2021 Meeting Summary**

**Present:** Mustafa Alsalihy, Sydney Anderson, Wilson Cheng, Joe Juarez, John Roe, and Wendell Snyder.

**Absent:** David Boots, and Michelle Hernandez

**Staff:** Elizabeth Dondi, and Beatriz Salgado

**Guests:** None

**Roll Call and Introductions:**

John Roe, Chair of the AC Committee called the meeting to order at 1:08pm. Roll call was called and the sign-in sheet was completed. A quorum was established.

**Public Comment Period:**

None

**Individual Member Reports & Announcements**

Sydney reported that some of the residents at her place have been receiving calls from people who are pretending to be Medicare representatives. They have been asking for their old Medicare number, which it is their social security number. Sydney advised residents not to provide any information to these scammers.

### October 20, 2020 Meeting Summary

Wilson Cheng moved, Mustafa Alsalihy seconded, to approve the October 20, 2020 meeting summary with corrections. The motion carried; see votes below:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | |  | | **Yes** | **No** | **Absent** | **Abstain** | |
| 1 | | Mustafa Alsalihy | X |  |  | |  | |
| 2 | | Sydney Anderson | X |  |  | |  | |
| 3 | | David Boots |  |  | X | |  | |
| 4 | | Wilson Cheng | X |  |  | |  | |
| 6 | | Michelle Hernandez |  |  | X (Late) | |  | |
| 7 | | Joe Juarez | X |  |  | |  | |
| 8 | | John Roe | X |  |  | |  | |
| 9 | | Wendell Snyder | X |  |  | |  | |

**REPORTS**

**Fraud/Quality Assurance Report:**

No report was available at this time

**Staff Reports**:

***ESP Registration***

Elizabeth informed the AC members that PA continues to provide ESP/EVV registration assistance to both consumers and providers. According to the most recent numbers from the State, Contra Costa County has a total population of 22,237 active consumers and providers. As of November 16, 2020, 20,232 of the 22,237 Contra Costa County population have enrolled in ESP or TTS, which is 91%. Consumer registration rate is 86.5% in Contra Costa County – the State consumer average registration rate is 96.7%. Provider registration rate for Contra Costa County is 96% - the State provider average registration rate is 98.5%.

***Provider Enrollment***

Beginning April 2020, PA has been providing orientations online, including Union presentation because of the Pandemic. We have provided orientation to 1720 providers to date.

***Staff***

The Registry is short of three employees – The Program Manager who is on LOA, a Bilingual Registry Specialist who resigned and moved out of state and a clerk who is on medical leave. We got approval to hire a permanent Bilingual Registry Specialist and we are working to fill the position.

Elizabeth informed AC Members that our main database was shut us down due to none payment of services from July 2020 to October 2020. There have been delays in processing vendor contracts in the EHSD Department, which caused delays in paying vendors. Our database vendor was among those affect, therefore, the Vendor while not wanting to take an adverse act against PA, was eventually force to shut us down. We are working with EHSD Department to resolve this issue.

**Legislative Bills**

There were no bills that CAPA was following.

**Chair Report**:

John Roe informed AC members that the November 2020 meeting would be his last one because as previously indicated he was resigning from AC. He thanked Elizabeth, PA staff and the AC members for the opportunity of serving as a Chair for two years and the experience of being part of the IHSS Public Authority AC.

**Advisory Committee Expenditure Report:**

There were no expenditures to report since members had not met in FY20-21.

**Nominating Committee Report:**

Joe Juarez reported that the Nominating subcommittee met earlier before the Advisory Committee meeting and the following members were nominated as chair and vice chair for the year 2021.

**Chair:** John Roe

**Vice-Chair:** Wilson Cheng

Joe also mentioned that due to John’s resignation announcement the IHSS PA Advisory Committee members will have to nominate new candidates for the Chair seat.

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

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

**Rapid Response 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**:

John Roe reported that ILR had just completed the audit for the current year; the results will be share with the Board members in the next meeting. John also mentioned that ILR decided to cancel the fund raising event due to the current public health order regarding COVID-19. John also reported that ILR got some money to help with COVID-19 related issues and this money was assigned to re-instating staff back to the office and other pandemic related needs. Finally, John reported that ILR was able to donated 89 back-up batteries for the CPAP machines and other medical equipment.

**SEIU 2015 Report**:

None.

**Unfinished Business**:

None

**New Business:**

Mustafa nominated himself for the Chair Seat and nominated Wilson for Vice-chair. The motion carried as follows:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | |  | | **Yes** | **No** | **Absent** | **Abstain** | |
| 1 | | Mustafa Alsalihy | X |  |  | |  | |
| 2 | | Sydney Anderson | X |  |  | |  | |
| 3 | | David Boots |  |  | X | |  | |
| 4 | | Wilson Cheng | X |  |  | |  | |
| 6 | | Michelle Hernandez | X |  |  | |  | |
| 7 | | Joe Juarez | X |  |  | |  | |
| 8 | | John Roe | X |  |  | |  | |
| 9 | | Wendell Snyder | X |  |  | |  | |

The appointment of Sub-committees will take place in the January meeting

**Other – agenda items for next meeting**

Appointment of Sub-committees

**Next meeting**: January 19, 2021.

John adjourned the meeting at 2:48 pm.

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

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John Roe, 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.