Minutes for Regular Meeting
Monday, Feb. 26, 2024 | 2:00 – 4:00 p.m.

The purpose of the IHSS Advisory Board is to offer advice and make recommendations to improve the quality of services delivered to recipients of Humboldt County’s IHSS Program.

Members:  * = Present (or represented)

Staff: Ryan Bishop, Social Services Deputy Branch Director*, Keri Schrock, IHSS Program Manager*; Ashley Shively, Social Worker Supervisor*, Annette Van Elzen, Office Assistant*, Nicole Coyne, Staff Services Analyst*, Connie Beck, Director of DHHS; Danielle Sherwood, Staff Services Analyst, Mary Hubert, Social Worker

Guests: Janie Whiteford, CICA*

Call to Order and Introductions: Chairman, Margaret Lewis, called meeting to order at 2:20 p.m.

Adjustments to Agenda: Zoom link was updated prior to the start of the meeting due to technical difficulties with previous link.

Discussion Items:
  a) CICA Presentation: Janie Whiteford President of the California IHSS Consumer Alliance (CICA), gave the board an overview of CICA and some current advocacy efforts and opportunities. More information about CICA at [https://www.cicaihss.org/](https://www.cicaihss.org/) Lewis shares CICA information with the rest of the board as it becomes available.

Committee Reports:
  a) Budget:
   • The Board would like to have business cards printed for members.
  b) Membership:
   • The IHSS Board annual update is on the BOS meeting consent agenda tomorrow. Included is a request for Corbett Petersen and Claudia Cranford to be appointed as new members. Discussion regarding Cranford’s availability. Lewis will call Cranford this afternoon to confirm if Cranford is still interested and available.
   • No new applications since Cranford and Petersen.
  c) Service Enhancement Activities (SEA):
   • No updates.

Public Input: Public comment on agenda items may be submitted via email to the Public Authority at ihsspublicauthority@co.humboldt.ca.us. Please submit only one comment per
agenda item and only one general public comment. Pursuant to the Brown Act, the IHSS AB may not take any action on an item that does not appear on the agenda.
  o No members of the public presented for comment.

Board Member Reports/Comments:
  • Petersen shared information about incentive pay programs for providers who might have additional certifications (CPR, First Aid, etc.) Ryan Bishop shared some existing programs and incentives in place. There is $7500 available for offering trainings for providers, SEIU and Public Authority/County can work together to plan and implement. Career Pathways currently offers individual training opportunities, self-paced study available online. One of three incentives/stipends does not require being assigned to a recipient. The other two require specialized training to correspond with assigned recipients’ needs. Classes are available through the end of September and need to be claimed before the end of the calendar year. Some require 6-month experience being assigned to the recipient with more intensive needs. Based on application date. It’s unknown at this time if the state will extend the funding for Career Pathways after September/December. Ashley Shively will email Career Pathways outreach information to Sarah Mixon.
  • The board continues to monitor opportunities for advocacy around PG&E and other utility (AT&T) rate increases on behalf of IHSS program participants.
  • Lewis will send email reminder to members to remind them the board can’t conduct business unless a quorum is met.

IHSS Program Updates:
  • The following was reported for January 2024:
    o 193 caregivers on the registry
    o 8 new caregivers
    o 84 caregivers taking clients
    o 1,479 inquiries to clerical about IHSS enrollment and payment
    o 112 IHSS intake applications received
  • Payroll staff experienced a high volume of calls and walk-ins regarding the new retirement option through Cal Savers, W2s, live-in self-certification, and other tax related questions. They also had an increase in care provider enrollment for IHSS recipients transferring both in and out of Humboldt County.
  • Slam the Scam! Is a campaign being promoted during National Consumer Protection Week by the Office of the Inspector General. A downloadable toolkit is available at https://www.ssa.gov/scam/resources.html Schrock will email information to Lewis for distribution to board.
  • The new analyst supporting IHSS has been hired. The program is close to being fully staffed. A new social worker will be training in the meantime. IHSS anticipates seeing positive impacts to caseloads in roughly 3-4 months.
  • March is Social Worker Appreciation Month. There is a BOS proclamation March 5.
  • DHHS will be sending a letter of support to increase state funds for program administration.
  • IHSS has restructured some workflows where Intake processes and caseloads will remain social worker specific. Ongoing processes, however, will utilize case banking to help distribute work across a pool of available social workers.
Public Authority & CAPA Report:
- The Public Authority reported the following:
  - Ryan Bishop has been acting as interim Public Authority. Keri Schrock will be transitioning into that new role with supporting analyst, Nicole Coyne. The Board can email both Bishop and Schrock questions during the transition.
  - No CAPA updates, they cancelled their last meeting.
  - Bishop had the Advisory Board and Public Authority webpages updated.
  - Mixon can distribute PPE to providers at Silvercrest.
  - BOS meeting tomorrow to add new members, amend bylaws, and appointing/reappointing officers.

CICA Update:
- CICA update was provided under separate item. See Discussion Item a).

ACTION Items:
- a) Minutes: Previous Meeting Minutes approved unanimously.
- b) Expenses: No expenses to approve.

Standing agenda item (Connie Beck, Director, Department of Health & Human Services (DHHS); Jack Breazeal, Deputy Director of Adult Behavioral Health): None at this time.

Action Recap:
- a) No recap provided.

Agenda development for the Next Regular Meeting: No agenda development discussion.

Adjourn: 3:43 p.m.

cc: Governing Board of IHSS Public Authority
cc: Connie Beck, Director, DHHS
cc: Ryan Bishop, Interim Public Authority on IHSS
cc: Clerk of the Board (Please post)