

ADVISORY BOARD ON IN-HOME SUPPORTIVE SERVICES (IHSS)

In-Person meeting to be held at: Silvercrest 2141 Tydd St. – Eureka	By Phone: 1-669-254-5252 By Computer: www.zoomgov.com/join Meeting ID: 160 222 1118 Pass Code: 051751
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Minutes for Regular Meeting

Monday, Aug. 25, 2025 | 2:00 – 4:00 p.m.

The purpose of the IHSS Advisory Board (AB) 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)

Margaret Lewis*, Jack Breazeal*, *Behavioral Health Deputy Branch Director*, Andrew Buschkamp*, Vivian Deniston*, Sarah Mixon, Corbett Petersen*, Tim Such*

Staff:

Keri Schrock, *Public Authority**; Ashley Shively, *Social Worker Supervisor**; Nicole Coyne, *Staff Services Analyst**, Emily Trutt, *IHSS Social Worker/MSW candidate at Cal Poly Humboldt**

Guests: None

Call to Order and Introductions:

Chairman, Margaret Lewis, called to order at 2:05 p.m.

Adjustments to Agenda: Review minutes first, add membership to Discussion Items.

Discussion Items (DI):

a) FY25-26 planning

- Reviewed final FY24-25 budget.
- FY25-26 allocations received from the State, less than last fiscal year.
- A budget allocation of up to \$1,000 to support outreach efforts including tabling materials was approved by a roll call vote, six of seven.

Motion: Buschkamp Second: Such Motion Passed

Breazeal-Aye
Buschkamp-Aye
Deniston-Aye
Lewis-Aye
Mixon-Absent
Petersen-Aye
Such-Aye

- A budget allocation of up to \$800 for travel expenses was approved by a roll

call vote, six of seven.

Motion: Deniston Second: Buschkamp Motion Passed

Breazeal-Aye

Buschkamp-Aye

Deniston-Aye

Lewis-Aye

Mixon-Absent

Petersen-Aye

Such-Aye

- Other allocations and planning efforts for FY25-26 to be determined at future meetings.
- Applicant, Miyiosha "Mimi" Lynn Aubrey, approved for AB membership by a roll call vote, six of seven.

Motion: Lewis Second: Deniston Motion Passed

Breazeal-Aye

Buschkamp-Aye

Deniston-Aye

Lewis-Aye

Mixon-Absent

Petersen-Aye

Such-Aye

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.

- No comments from public attendee(s).

AB Member Reports/Comments:

- KEET Shared Stories of Caregiving occurred Tuesday, June 24, 2025. Additional stories are being collected for a local project through Aug. 15 (written) and Sept. 5 (video). For more information contact submissions@keet-tv.org.
- Such commented on the importance of Terry Farmer's (a previous guest) project, Oral History Van.
- Such mentioned the College of Redwoods Career Fair 9/8-9

IHSS Program Updates:

- Office support staffers fielded a total of 2,127 IHSS-related inquiries in the month of July. Roughly two-thirds of these calls are payroll related.
- IHSS Intake received 117 applications in the month of July.
- There were 2,969 authorized cases and 2,936 enrolled care providers in July 2025.
- In July, there were a total of 238 care providers on the Registry with 8 new providers added last month and 116 accepting new recipients.
- There is one vacancy for a fiscal assistant. This position is currently posted for

recruitment through Sept. 3. The Social Worker Supervisor is on leave.

- Social Workers are currently meeting state standards for compliance for timely application processing and annual reassessments. However, the Intake Unit will remain on a compliance plan in FY25-26 due to their average compliance rate over last fiscal year. The state is changing their compliance plan review process to occur mid-year as opposed to quarterly.
- The annual state quality assurance audit of Humboldt County IHSS is currently underway.
- Registry outreach is down one staffer with 1.5 FTEs remaining. They have attended local job fairs and some special events in addition to supporting enrollment efforts. Quarterly verification of active providers is currently underway.

Public Authority and California Association of Public Authorities (CAPA) Report:

- No updates.

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

- No updates.

ACTION Items: Review/approve minutes from previous meeting(s)

- Review/approve minutes: April, May, June, and July 2025 minutes were approved by a roll call vote, six of seven.
Motion: Buschkamp Second: Deniston Motion Passed
Breazeal-Aye
Buschkamp-Aye
Deniston-Aye
Lewis-Aye
Mixon-Absent
Petersen-Aye
Such-Aye
- Review/approve expenses: Mileage expense at current rate for Lewis to provide AB outreach at the county fair was approved by a roll call vote, six of seven.
Motion: Deniston Second: Buschkamp Motion Passed
Breazeal-Aye
Buschkamp-Aye
Deniston-Aye
Lewis-Aye
Mixon-Absent
Petersen-Aye
Such-Aye

Standing agenda item

(Connie Beck, Director, Department of Health & Human Services (DHHS); Jack Breazeal, Deputy Director of Adult Behavioral Health): No updates

Action Recap (or summary in lieu of quorum):

- Lewis to notify Ms. Aubrey that she was accepted for membership and confirm stipend eligibility for future meetings.
- Board members to research possible outreach materials for future tabling events.

Agenda development for the Next Regular Meeting:

- Continue FY25-26 planning.

Adjourn: 3:30 p.m.

Future meetings:

Sept. 22, 2025

Oct. 27, 2025

Nov. 24, 2025

cc: Governing Board of IHSS Public Authority

cc: Connie Beck, Director, DHHS

cc: Keri Schrock, Public Authority on IHSS

cc: Clerk of the Board