



Ken R. Patterson
Director

251 E. Hackett Road
P.O. Box 42, Modesto, CA 95353-0042

Phone: 209.558.2500 Fax: 209.558.2558

**STANISLAUS COUNTY
IHSS ADVISORY COMMITTEE MEETING
MINUTES**

07/22/05

Committee Members Present:

Jose Acosta
Rose Martin

Madelyn Amaral
Ora Scruggs

Mary Burch
Linda White

Committee Members Absent:

*Dwight Bateman

*Kenny Brown

*Connie Muller

*George Sharp

IHSS Staff Present:

Jeff Lambaren
Egon Stammer

Maria Childers
Veronica Melgoza

Robert Taylor

**Advance notice given.*

OPENING REMARKS by Linda White

- Meeting called to order at 1:12

PUBLIC COMMENT

- None were presented

ACCEPTANCE OF MINUTES

- 06/24/05 amended meeting minutes, motion to accept made by Madelyn Amaral, Rose Martin seconded, motion passed.
- 07/08/05-meeting minutes, motion made to accept by Madelyn Amaral, Ora Scruggs seconded, motion passed.

GRIEVANCE PROCEDURE/BYLAWS AMENDMENT

- A draft of the grievance procedure was passed out to all members.
- Ora Scruggs asked how an emergency meeting would be called.



- Jeff Lambaren stated that committee secretary would call all members, if there was a quorum of the members they could have an emergency meeting. We also need to check with County Counsel.
- Jeff Lambaren announced that under extraordinary circumstance the committee could have a meeting that is not posted. There is a very strict definition of what are extraordinary circumstances, otherwise you still have to follow the Brown Act procedures, which is 72 hours of notification. This still needs to be added to the grievance procedure before finalizing the bylaws amendment. The amendment needs further clarification.

PUBLIC AUTHORITY

- Jeff Lambaren announced that he was appointed to the position of the Executive Director of the Public Authority.
- Jeff Lambaren thanked the committee for their recommendation and Madelyn Amaral for presenting the recommendation letter to the Board of Supervisors.
- Phone numbers to the Public Authority, main # is 558-4787, there is no one to answer this line yet. Jeff's direct line is 558-4779 and fax# is 558-4612 and is working. Computers are working, copy machine on order, and inquiring into an automatic door.
- Jeff Lambaren has discussed the issue of staffing with CSA and the CEO's office and is getting ready to get recruitment started. It will be advertised and open recruitment. It will be posted on County website and in the newspaper.
- Jeff Lambaren has handled a couple of calls regarding benefits.
- Jeff Lamabren announced AFSCME has taken control of UDW. They have been back and forth in court.
- The County's agreement is still in place, providers are still getting their proper wages and health care benefits are still being paid.
- Robert Taylor announced that there is someone in the Modesto office, her name is Tamara Tosher. She will be there until permanent staff is hired.

LEGISLATIVE UPDATE

- Jeff Lamabren stated that proposition 77, the redistricting effort that the governor was promoting, The court has stopped it because there were two versions that were used to qualify for the ballot, this violated the constitution. They are asking the Secretary of State if they can have the initiative if they can have it pulled off the ballot.
- Maria Childers spoke about the Waiver. For the people who have to pay share of cost the County is comparing Medi-cal and IHSS share of cost and which ever is the lowest is granted.
- When the Waiver first started the County was asked to go by Medi-cal eligibility only, they thought most of the recipients would have a lower share of cost. The State did some research and they found a lot of recipients would have to pay a higher share of cost. At the present time the State wants to continue to compare the SOC and use the lowest.

ANNUAL REPORT

- Jeff Lambaren stated that the committee does have the funds to get professional help with the annual report.
- Tabled until next meeting, Kenny Brown not present.

BUDGET (STATE) UPDATE

- Maria Childers brought copies of the committee's budget; the committee went over it.
- The money left does not carry over to the next year, but committee gets the same amount for each fiscal year.
- Egon Stammler announced that the State budget has passed.
- Jeff Lambaren announced that \$1.00 was added making the maximum \$11.10 and hour from \$10.10 an hour.

HOT TOPICS

- None were presented

GENERAL UPDATE

- Egon Stammler stated that the committee discussed having a meeting once a month instead of twice a month.

- Egon Stammer announced the possibility of raising the Stipend amount if the meetings changed to once a month. This would have to be presented to the Board of Supervisors for approval.
- Ora Scruggs stated she would like to keep the meetings twice a month.
- Madelyn Amaral stated she would like to have the meetings once a month, there is not a lot for the committee to discuss right now. If we needed to we could call a special meeting.
- Mary Burch stated that she would like the meetings once a month but would like to see if the stipend amount could be increased.
- Rose Martin stated that she agrees with Madelyn Amaral, the committee is at a point where there is not a lot to discuss right now.
- Jose Acosta stated he is in the middle, he can go either way.
- Linda White asked what the committee needs to do to ask the Board of Supervisor for a higher stipend.
- Jeff Lambaren stated staff would draft the item for the committee, it would be good to have the committee chair present the item. If this was not possible staff from CSA or the Public Authority could present the item.
- In picking the dollar amount you need to look at the rising cost of fuel and any other costs associated with coming to the meeting. It's the committee's money but there has to be some criteria for justifying it.
- Jeff Lambaren suggested that staff drafts the agenda item, the agenda item will be brought back to the committee for review. If the committee is comfortable with it, the agenda item will be submitted.
- Madelyn Amaral made a motion to have staff draft an item to the Board of Supervisors on the subject of the stipend increase, Rose Martin seconded, motion passed.

Meeting adjourned @ 2:02PM
Veronica Melgoza, Recorder

IHSS ADVISORY COMMITTEE BUDGET FOR FY 04/05 - QUARTERLY EXPENDITURE REPORTING

cash basis - cost claimed and reported quarterly

Report No. % OF FY

75%
March-05

Advisory Committee BUDGET ALLOCATION CFL 04/05-16, 04/05- 22, 04/05-27	POST MY BUDGET INC \$52,966	52,966.00
--	--------------------------------	-----------

Allocation/Budget categories	Allocation/Budget	Encumbrance (based on budget) claimed	9/04 claim	12/04 claim	3/05 claim	6/05 claim	Total Claimed (expenditures)	% of Alloc spent	Remaining balance (available to encumber)
Allocation:	52,966.00								
IHSS ADVISORY COMMITTEE MEMBER STIPENDS (Est based on request for contracts for FY 04/05 - 24 mg X \$20 X 7 members = \$3,360 per contract request forms). (Authorized per Board Action Number 2001-841)	3,360.00	1,680.00	540.00	640.00	500.00	0.00	1,680.00		
CONTRACTED TEMPORARY STAFF (non-CSA employee) in direct support of the IHSS Advisory Committee based on FY 03/04 actuals	21,000.00	13,423.00	3,090.00	2,840.00	1,647.00		7,577.00		
SBT Web site set up/project costs \$1,675.95. Service agreement 1/1/05-6/30/05 \$208. Annual host costs 7/1/05-6/30/06 \$500.00	2,383.95	2,383.95					0.00		
IHSS Advisory Committee survey - Strategic Marketing	8,150.00	8,150.00					0.00		
IHSS ADVISORY COMMITTEE TRAVEL (includes travel, training, mileage, conference fees, retreat), and MISCELLANEOUS **	0.00	0.00	0.00	0.00	0.00		0.00		
UNDESIGNATED ALLOCATION/BUDGET BALANCE	18,072.05	0.00					0.00		18,072.05
TOTAL	52,966.00	25,636.95	3,630.00	3,480.00	2,147.00	0.00	9,257.00	17.4772%	19,072.05

Prior year costs claimed in 9/04:
Office Team 222.34

Oracle coding: 1631-45201-62400-1006-202

0.00

0.00 enr ck

Prepared by: Doreen Ott (8-2895)
C:\Documents and Settings\Wjgoz\Local Settings\Temp\IHSS Advisory Comm Report 3_05.xls\budget 04_05

Distribution: E. Stammier MOO.M. Childers M02, R. Taylor M0
Jeff Lambaren CEO, Advisory Committee

7/2/2005

7/2/05

IHSS ADVISORY COMMITTEE BUDGET FOR FY 04/05 - QUARTERLY EXPENDITURE REPORTING

cash basis - cost claimed and reported quarterly

Report No: % OF FY

75%
Mar04-05

POST MY BUDGET INC \$2,966	Advisory Committee BUDGET ALLOCATION CFL 04/05-16, 04/05- 22, 04/05-27 52,966.00
---------------------------------------	---

Allocation/Budget categories	Allocation/Budget	Encumbrance (based on budget) claimed	9/04 claim	12/04 claim	3/05 claim	6/05 claim	Total Claimed (expenditures)	% of Alloc spent	Remaining balance (available to encumber)
Allocation:	52,966.00								
IHSS ADVISORY COMMITTEE MEMBER STIPENDS (Est based on request for contracts for FY 04/05 - 24 mg X \$20 X 7 members = \$3,360 per contract request forms). (Authorized per Board Action Number 2001-941)	3,360.00	1,680.00	540.00	640.00	500.00	0.00	1,680.00		
CONTRACTED TEMPORARY STAFF (non-CSA employee) in direct support of the IHSS Advisory Committee based on FY 03/04 actuals	21,000.00	13,423.00	3,060.00	2,840.00	1,647.00		7,577.00		
SBT Web site set up/project costs \$1,675.95. Service agreement 11/1/05-9/30/05 \$208. Annual host costs 7/1/05-6/30/06 \$500.00	2,383.95	2,383.95					0.00		
IHSS Advisory Committee survey - Strategic Marketing	8,150.00	8,150.00					0.00		
IHSS ADVISORY COMMITTEE TRAVEL (includes travel, training, mileage, conference fees, retreat), and MISCELLANEOUS **	0.00	0.00	0.00	0.00	0.00		0.00		
UNDESIGNATED ALLOCATION/BUDGET BALANCE	18,072.05	0.00					0.00		18,072.05
TOTAL	52,966.00	25,636.95	3,630.00	3,480.00	2,147.00	0.00	9,257.00	17.4772%	18,072.05

Prior year costs claimed in 9/04:
Office Team 222.34

Oracle coding: 1631-45201-62400-1006-202

0.00

0.00 enr ck

Prepared by: Doreen Ott (8-28995)
C:\Documents and Settings\Meigoz\Local Settings\Temp\IHSS Advisory Comm Report 3_05.xls\budget 04_05

Distribution: E. Stammler MCO, M. Childers MD2, R. Taylor M0
Jeff Lambaren CEO, Advisory Committee

7/20/2005

IHSS ADVISORY COMMITTEE BUDGET FOR FY 04/05 - QUARTERLY EXPENDITURE REPORTING

cash basis - cost claimed and reported quarterly

Report Mo: % OF FY

75%
March-05

Advisory Committee BUDGET ALLOCATION CFL 04/05-16, 04/05-22, 04/05-27	52,966.00
POST MY BUDGET INC \$52,966	52,966.00

Allocation/Budget categories	Allocation/Budget	Encumbrance (based on budget) claimed	9/04 claim	12/04 claim	3/05 claim	6/05 claim	Total Claimed (expenditures)	% of Alloc spent	Remaining balance (available to encumber)
Allocation:	52,966.00								
IHSS ADVISORY COMMITTEE MEMBER STIPENDS (Est based on request for contracts for FY 04/05 - 24 mg X \$20 X 7 members = \$3,360 per contract request forms). (Authorized per Board Action Number 2001-841)	3,360.00	1,680.00	640.00	500.00	0.00	1,680.00			
CONTRACTED TEMPORARY STAFF (non-CSA employee) in direct support of the IHSS Advisory Committee based on FY 03/04 actuals	21,000.00	13,423.00	2,840.00	1,647.00	7,577.00				
SBT Web site set up/project costs \$1,675.85, Service agreement 11/05-6/30/05 \$208, Annual host costs 7/1/05-6/30/05 \$500.00	2,383.85	2,383.85					0.00		
IHSS Advisory Committee survey - Strategic Marketing	8,150.00	8,150.00					0.00		
IHSS ADVISORY COMMITTEE TRAVEL (includes travel, training, mileage, conference fees, retreat), and MISCELLANEOUS **	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
UNDESIGNATED ALLOCATION/BUDGET BALANCE	18,072.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,072.05
TOTAL	52,966.00	25,636.85	3,630.00	3,480.00	2,147.00	0.00	9,257.00	17.4772%	18,072.05

Prior year costs claimed in 9/04: 222.34
Office Team

Oracle coding: 1631-45201-62400-1006-202

0.00

0.00 err ck

Prepared by: Doreen OH (8-2895)

C:\Documents and Settings\Meigoz\Local Settings\Temp\IHSS Advisory Comm Report 3_05.xls\budget 04_05

Distribution: E. Stammler MCO, M. Childers M02, R. Taylor M0
Jeff Lambaren CEO, Advisory Committee

7/20/2005

- b. The mailing list and personal information of IHSSAC shall not be released to the public.

9. Conflict of Interest

- a. IHSSAC members shall strive to avoid conflicts of interest, which may arise while they engage in the discharge of their responsibilities.

10. Grievance Procedure

- a. All grievances should be handled in committee. In the event of a grievance by a committee member that can not wait for a scheduled meeting the Chairman may call an emergency meeting.
- b.

11. Amendment of the Bylaws

- a. These bylaws may be altered, amended or repealed in the presence of a quorum, by a two-thirds (2/3) majority vote of the voting members present and voting at a properly noticed meeting of IHSSAC.
- b. Proposed amendments to these bylaws shall be presented in writing to the Chair and such proposed change(s) shall be read at a regularly scheduled meeting and reviewed for a minimum of fifteen (15) days before being voted on by members of IHSSAC.