



**THE IN-HOME SUPPORTIVE SERVICES  
ADVISORY COMMITTEE**

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**STANISLAUS COUNTY  
IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE (IHSSAC)  
MEETING MINUTES  
10/10/2014**

Committee Members Present: Linda White Marie Cochran  
Joan Blackwell Rose Martin  
Connie Muller

Committee Members Absent: Carmen Morad  
Valerie Mitchell (advanced notice given)

IHSS & Link2Care Staff Present: Jeff Lambaren

**OPENING REMARKS by Linda White**

- Meeting called to order at 1:00 p.m.

**PUBLIC COMMENT**

- No public in attendance.

**ACCEPTANCE OF MINUTES**

- Meeting minutes from the September 19, 2014 meeting were accepted.

**PUBLIC AUTHORITY UPDATE**

- The County just received instructions from the State explaining the upcoming changes related to Provider overtime and the new forms which will be sent out. There will be mailings to both the Recipients and Providers. There will be new agreements which need to be signed; one for Providers with one Recipient, and another for Providers with multiple Recipients. The Public Authority (PA) will need to provide trainings for the Providers on how to complete the new time sheets. The time sheet will now be a full sheet instead of a half sheet form. At this time, the time sheet training is voluntary. We have scheduled training sessions beginning in November through the end of the year. Beginning in January, 1, 2015, the new rules will be incorporated into the Provider Orientations for all new Providers. There will be new rules, exceptions to the rule, and procedures on how to process the exceptions. There will be violations in place for Providers who break the rules. The State will implement the new program on January 1, 2015. Three Month Transition Period to "hold harmless" while the new policies are implemented. Providers will get paid for overtime, waiting time, and travel time, if they have multiple Recipients and travel in the same workday.

- On Wednesday, November 5th the training materials will be available on-line. On Thursday, November 6th and Friday, November 7<sup>th</sup>, there will be a Webinar for the Counties to review information and have a question/answer session. The Train the Trainer session is currently scheduled for the same date as our next IHSSAC Meeting on Friday, November 14th. We will need to discuss possible alternative dates once this meeting has concluded.
- We are experiencing a shortage of staff; specifically those who help the Providers with scheduling orientation, ordering time sheets, and processing various forms for the Providers. Some of the staff is on medical leave and some are leaving county service. Once a staff member submits their resignation paperwork, then we can begin the process to hire behind them.

#### **BUDGET UPDATE**

- None.

#### **LEGISLATIVE UPDATE**

- None.

#### **FURTHER ACTION PLANNING FOR 2014-2015**

- Marie provided some articles for the Newsletter.
- Review calendar for 2015 IHSSAC Meeting dates. The third Friday of the month works well; normally it does not affect any holidays. Once dates are agreed upon, Jeff will check availability of the room.

#### **COMMITTEE MEMBERS REPORT**

- None.

#### **AGENDA ITEMS FOR NEXT MEETING**

- Public Comment
- Acceptance of Meeting Minutes from October 10, 2014 meeting
- Public Authority Update
- Budget Update
- Legislative Update
- Further Action Planning for FY 2014-2015
- 2015 Meeting Schedule
- Committee Members Report
- Agenda Items for Next Meeting

*Stephy Tracey, Recorder*