

COUNTY OF SACRAMENTO
IN-HOME SUPPORTIVE SERVICES
ADVISORY COMMITTEE
September 21, 2016

Attendees: Francisco Godoy, Deborah Hibbler, Kimberly Lathrop, Leoma Lee, Carolyn Rose, Joe Samora, and Suisan Weinheimer-Boyle

Absent: Denise Blockmon, Antoinette Lopez-Coles, and Stormaliza Powmacwizalord,

Staff & Guests: Sandy Deutsch (DHHS), Deanna Jekayinfa (PA), Auriel Palomar (InAlliance), and, Rick Simonson (PA),

- I. Called to Order at 1:05 pm by Chair Joe Samora
- II. Introductions
- III. Consent Calendar
 - A. Agenda: Unanimous approval (Rose/Lee)
 - B. Minutes: (Rose/Lee)
 - C. Chairs' Report: No report
- IV. Reports
 - A. Service Employees International Union (SEIU) Local 2015- Not present
 - B. Adult and Aging Commission –Not Present
 - C. Department of Health and Human Services (DHHS) Senior and Adult Services, Sandy Deutsch, IHSS Supervisor -

Over the last two weeks we interviewed 3-4 candidates a day for 9 vacant Human Service Social Worker positions; we are currently checking references of potential new hires. New positions were approved in the September 2016 county final budget. Now waiting for positions to be created to fill them: 4 Social Service Workers, 1 Supervisor, and 4 Unit Clerks, Chinese skills worker offered position and accepted. Total new employees: 12 new positions: 1 Fair Labor and Standards Act (FSLA) Supervisor, 1 Human Service Supervisor, 5 Human Service Social Workers.

IHSS is conducting a telecommuting pilot in the County of Sacramento There are two levels of telecommuting: formal and informal. Formal telecommuting requires

the employee to be in the field 90% of the time, coming into the office once a week. Each telecommuting employee has a Revolve computer (similar to an iPad), an iPhone, must show proof of homeowners insurance, and must have a secure place to keep work documents. Informal telecommuters work 1-2 days a week in the field, have a permanent desk, but may do reports at home. Telecommuters have 5 empty cubicles that are supplied with office supplies, chair, telephone, and a computer and are used on a rotating basis. Unassigned Space shared desk space is designated for new social workers. The space includes: office supplies, telephone and computer. New social workers are also assigned a locked drawer to use for personal items.

All social workers, informal, formal, and new social workers have 3 days to return telephone calls.

IHSS Social Worker units have 8-10 workers per unit, may include 3-4 telecommuting workers. Employees are also offered a 4/10 (4 days/10 hours a day) work schedules. Telecommuters are seasoned employees; this privilege is not offered to new employees until after 3-4 months working in the IHSS program. If telecommuting continues to increase, within the next 5+ years IHSS may only need to occupy one section of this facility. Currently, social workers have 370 cases but after the new employees have come on board we are hoping to go down to 330 cases per social worker.

D. Public Authority: Rick Simonson, Executive Director, IHSS Public Authority-

IHSS Public Authority is preparing a 5 year plan: with the current work practices, additional staff and a larger facility will be needed. Alternate work practices may permit work requirements to be reduced.

In 2015, preparation for the new FSLA regulations, IHSS PA relaxed its criteria for registry participation to accommodate the 500 additional providers that the CDSS projected would be needed in Sacramento (10,000 statewide). Unfortunately, relaxing registry experience criteria brought in providers who often did not have the experience needed for many recipients. The IHSS PA registry supervisor now screens the applicants looking for more experienced providers to invite to registry orientation. Although, we maintain the registry, the recipient is still responsible for hiring, firing and supervising provider. Family Service Workers (FSW) are available through IHSS to assist recipients who need assistance hiring a new provider.

Caring Matters newsletter currently is mailed to 30,000 homes. Twenty-four thousand recipients and twenty-three thousand providers are on are newsletter mailing list; however if the recipient and provider live together, they will receive one newsletter.

IHSS Public Authority is sending 3, 6 and 9 week follow-up letters (see attached) to advise new providers about their enrollment status. First set of letters went out in July 2016.

State is conducting an audit of five counties and looking at complaints of late payments and late timesheets, based on complaints heard by State Senate and Assembly Members Audit concerned with timesheets not arriving, mail issues, Department of Justice background report delays, paperwork requirements not being completed on a timely basis, etc. There will be Public Hearing for provider, recipient and stakeholder input. The legislature is hoping to wrap up audits April/May 2017.

Human Services Supervisor converted to Human Services Supervisor Master's degree in September final budget hearings. Now waiting for position to be created to begin the process of filling vacant positions

V. Committee Matters – Officers election results:

Chair – Joe Samora

Vice Chair- Deborah Hibbler

VI. California IHSS Consumer Alliance (CICA) Conference Call –:

- A. Minimum wage increasing from current of \$10 per hour to \$15 per hour by 2022.

SB1234 – Secure Choice Bill offers an opportunity for employees to set aside 3% of their untaxed income to start a retirement plan. The plan would allow employees to opt-out of the program.

IHSS providers who take care of their own minor children or spouses currently do not pay into social security or MediCare. Another bill supports creating a team to work with the federal government to make those IHSS providers eligible for the benefits most other workers receive.

There is a new federal requirement for electronic service delivery reporting expected to be in place by the spring of 2017. The next logical step is to extend this reporting into electronic timesheet reporting. State officials are looking into launching a pilot program next year, with an opportunity to roll it out statewide soon thereafter. Electronic timesheet processing is likely to be optional, as some recipients may find electronic timesheets difficult.

Paid sick leave is scheduled to roll out in January 2017, starting with one sick day after an IHSS provider works 283 hours in a year. This will grow to two days in 2018 and three days in 2019.

VII. New Business: - None

VII. Public Comment: - None

Meeting adjourned at 3:05 pm.

Next meeting is 10/19/16 at 9750 Business Park Drive, Suite 104, Sacramento, CA 95827.
November IHSS meeting moved to November 30, 2016 at 3700 Branch Center Road, IHSS
Orientation room.