



# County of Santa Cruz

**IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY**  
18 W. Beach Street, Watsonville, CA; P.O. Box 1300, Santa Cruz, CA 95061  
(831) 454-4036 FAX: (831) 763-8906

## Notice of Public Meeting and Agenda

### IHSS Advisory Commission

**Date:** Friday, October 27, 2023  
**Time:** 1:00PM to 3:00PM  
**Location:** 1400 Emeline AVE, Building K, Room 206. Santa Cruz, CA

*The use of facemasks is recommended for all attendees of the IHSS Advisory Commission meeting*

### Agenda

1. Call to Order
2. Roll Call
3. Agenda Review
4. Consent Agenda
  - a. Approval of Meeting Minutes
    - i. September 22, 2023 Meeting.....Page 3.
  - b. Commission Vacancies
    - i. One (1) – Consumer Representative
    - ii. One (1) – Representative of Advocate Organization
5. Oral Communications and Announcements: *Anyone wishing to address the commission on any item within the jurisdiction of the Commission and not listed on the agenda may do so at this time. Comments are limited to three (3) minutes in duration.*
6. Regular Agenda – Action Items
  - a. Approval of 2024 IHSS Advisory Commission Meeting Schedule.....Page 7.
  - b. Subcommittee Discussion.....Page 8.
  - c. Biennial Report.....Page 10.
7. Regular Agenda – Information Items
  - a. Updates/Housekeeping
    - i. Reminders from the Chair
    - ii. Topics & Speakers
  - b. Proclamation – November 2023 IHSS Caregiver Month.....Page 16.
  - c. IHSS Providers
  - d. IHSS Program and Public Authority Updates

The County of Santa Cruz complies with the Americans with Disabilities Act. This meeting room is accessible for people with disabilities. If you wish to discuss reasonable modifications or accommodations, please call 454-4036 prior to the meeting. For the comfort of those with allergies and chemical sensitivities, please do not wear perfume or scented products to the meeting.

e. Subcommittee Reports

- i. Legislative/Advocacy (Molesky)
- ii. Website (Taylor/Andersen)
- iii. CICA Conference Calls (Campbell)
- iv. Technology (vacant)

8. Adjournment

**Next Regular Meeting:** November 17, 2023, 1:00PM – 3:00PM @ 1400 Emeline AVE, Building K, Room 206. Santa Cruz, CA



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## IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

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### IHSS Advisory Commission

#### Meeting Minutes

Date: Friday, September 22, 2023  
Time: 1:00PM to 3:00PM  
Location: 1400 Emeline AVE, Building K, Room 206. Santa Cruz, CA  
Present: Michael Molesky (Consumer, Chair), Lois Sones (Seniors Commission, Vice-Chair), Becky Taylor (Commission on Disabilities), Foster Andersen (Consumer), Jozette Irgang (Consumer), Linda Campbell (Consumer), Christine Kiebert-Boss (Consumer), Patricia Fohrman (Provider),  
Excused: Maria Arreola (Provider)  
Absent: None  
Guests: Rita Sanchez (Sr. Admin Analyst, County Administrative Office); Julie Gabriel (Division Secretary, Adult and Long-Term Care services division)  
Staff: Juan Magaña (Program Manager, IHSS and Public Authority)

#### Agenda

1. Call to Order
  - a. Meeting was called to order at 1:02PM; a quorum was present.
2. Roll Call
3. Agenda Review
  - a. Agenda reviewed; no changes were made.
4. Consent Agenda
  - a. Approval of Meeting Minutes
    - i. August 25, 2023, Meeting
  - b. Commission Vacancies
    - i. One (1) – Consumer Representative
    - ii. One (1) – Representative of Advocate Organization
  - c. Motion to approve consent agenda called by:
    - i. First/Second: Sones/Fohrman
    - ii. Ayes: Molesky, Sones, Jordan, Andersen, Irgang, Campbell, Taylor, Fohrman
    - iii. Noes: None
    - iv. Abstain: None
    - v. Absent: Areola
  - d. Motion carried unanimously.

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5. Oral Communications and Announcements:
  - a. Kiebert-Boss reported that there will be a Harvest Festival at Monterey Bay Horsemanship and Therapeutic Center on September 23<sup>rd</sup>.
  - b. Kiebert-Boss reported that there will be a Day of the Dead Celebration in Pajaro Valley on October 5<sup>th</sup>.
  - c. Sones reported that the Certificate of Occupancy was granted for Elderday.
  - d. Taylor will put together a calendar of Farmer's Markets and Library Storytelling for distribution to committee members.
  - e. Molesky requested a calendar of other committee meetings.
6. Presentation: Representational Government - Rita Sanchez
  - a. Ms. Sanchez presented on "A Santa Cruz Like Me", a partnership between Santa Cruz Ventures and Santa Cruz County to "paint a picture of Santa Cruz County's representative bodies". Ventures used data from a survey given to Santa Cruz, Boards, Commissions and Supervisors, to reveal how well the county reflects the diversity of our region. Some of the key findings included:
    - i. Critical underrepresentation of South County on county boards and commissions.
    - ii. Critical underrepresentation of renters.
    - iii. Critical underrepresentation based on race, ability, and age.
    - iv. Critical overrepresentation of college graduates.
  - b. The committee offered several suggestions to attract new committee members, such as offering stipends, childcare, increased accessibility (virtual participation), and better communication to attract diverse members.
  - c. A hard copy of the presentation was given to committee members present.
7. Regular Agenda – Action Items
  - a. Consumer/Provider Survey
    - i. The decision was made to hold off on the survey pending input from the Master Plan on Aging (MPA).
  - b. Summit Planning
    - i. Staff gave brief background on previous summits, which have paused due to COVID.
    - ii. There was a suggestion that small grants from the Seniors Council or the Alliance on Aging could help for future Summits.
8. Regular Agenda – Information Items
  - a. Updates/Housekeeping
    - i. Reminders from the Chair
      1. Biennial Report Due 01/31/2024
        - A. Staff proposed starting to discuss the report in October, then completing the final report in November.

2. Staff provided the following reminders:

- A. Staff will reach out to members who have not yet completed their Oath of Office, which must be done by September 30<sup>th</sup>. Commission members that have not completed their Oath of Office by September 30<sup>th</sup> will not be able to vote or count towards a quorum in meetings beginning October 2023. There is a separate oath for each commission.
- B. The Clerk of the Board will be sending a survey to all county commissioners. The survey will include the required Brown Act training, which be completed by all appointed commissioners (county wide).

ii. Topics & Speakers

- 1. Molesky will look into guest speakers.

b. IHSS Providers

- 1. Fohrman mentioned parking concerns at Via Pacifica.

c. IHSS Program and Public Authority Updates

- i. The IHSS provider registry currently has 219 care providers, with 37% (81 ppl) of those available for additional work.
- ii. The Master Plan for Aging Steering committee is continuing to meet. There have been 3 focus groups (caregivers, monolingual Spanish speaking, and older adults with a focus on access and functional needs). Feedback from steering committee was given to marketing firm, who is currently working on branding for our local age friendly and MPA efforts. Anticipate the survey will be ready for release early 2024.
- iii. Senior's Council was awarded a \$170K planning grant from California Department of Aging with letter of support from HSD. Plans to coordinate solutions summit.
- iv. November is the Home Caregiver Recognition Proclamation. Consumers are needed to attend the BOS meeting on October 17<sup>th</sup> to present impact statements. Public comments are accepted at 9:00AM after the consent agenda.
- v. In honor of Home Caregivers in November, gifts will be given away to those in attendance, which include a lunch tote and 2 tumblers with the Public Authority logo. Emails and flyers will be distributed.

d. Subcommittee Reports

- i. Staff reported that a recent commission liaison training dealing with Subcommittees. Staff informed that subcommittees would be added to the October meeting agenda so the commission can take action.
- ii. Legislative/Advocacy (Molesky)
  - A. No report.
- iii. Website (Taylor/Andersen)
  - A. No report.

iv. CICA Conference Calls (Campbell)

- A. Campbell reported that Justice on Aging was the guest speaker at this month's COCA call. The highlights of their presentation included the fact that there is a disparity in services to Black, Indigenous and People of Color individuals. More availability needed for unhoused.
- B. Campbell reported that she will be unable to attend next conference call and requested others to join.

v. Technology (vacant)

- A. No report.

9. Adjournment

- a. Meeting adjourned at 2:40PM

**Next Regular Meeting:** October 27, 2023, 1:00PM – 3:00PM @ 1400 Emeline AVE, Building K, Room 206. Santa Cruz, CA

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# County of Santa Cruz

## IN-HOME SUPPORTIVE SERVICES ADVISORY COMMISSION

18 W. Beach Street, Watsonville, CA 95076  
P.O. Box 1300, Santa Cruz, CA 95061  
(831) 454-4036 FAX: (831) 763-8906  
MICHAEL MOLESKY, CHAIR

## Scheduled Meetings

Unless otherwise specified below, regularly scheduled IHSS Advisory Commission meetings are generally held as follows:

DAY: Fourth (4<sup>th</sup>) Friday  
MONTH: Every month except July and December  
Time: 1:00 PM – 3:00PM  
LOCATION: Human Services Department (HSD)  
1400 Emeline AVE, Building K, Room 206  
Santa Cruz, CA 95060

2024 Meeting Dates		
DATE	TIME	LOCATION
January 26, 2024	1:00 - 3:00 PM	HSD
February 23, 2024	1:00 - 3:00 PM	HSD
March 22, 2024	1:00 - 3:00 PM	HSD
April 26, 2024	1:00 - 3:00 PM	HSD
May 24, 2024	1:00 - 3:00 PM	HSD
June 28, 2024	1:00 - 3:00 PM	HSD
July 2024	No Meeting	
August 23, 2024	1:00 - 3:00 PM	HSD
September 27, 2024	1:00 - 3:00 PM	HSD
October 25, 2024	1:00 - 3:00 PM	HSD
November 22, 2024	1:00 - 3:00 PM	HSD
December 2024	No Meeting	

Changes to the schedule, including special meetings, changes of location, or meeting cancellations, will be listed on the [Advisory Commission](#) website as soon as information becomes available.

# Types of Subcommittees

## "Standing" Subcommittees:

*irrespective of their composition which have a-*

- Continuing subject matter jurisdiction; or
- Meeting scheduled fixed by charter, ordinance, resolution; or
- Formal action of a legislative body

*In other words: \*Permanent, ongoing, or open-ended time period*

*→ Are "legislative bodies" under the Brown Act!!!*

## "AD HOC" Subcommittees: "For This"

- Allowed for Advisory Commissions only (No decision-making duties or powers in their ordinance);
- Accomplishing or resolving a specific task or defined purpose;
- Temporary in nature and for a short period of time;
- Only as necessary and/or needed;
- Should be less than a quorum of the larger Commission or Board

*→ Only if meets these requirements, then NOT subject to the Brown Act!*



# Santa Cruz County Code Section 2.38.230

(A)

- Establishment and dissolution of all subcommittees shall be reported in writing to the Board by the Commission or Committee which appointed the subcommittee.
- Members of the subcommittee need not be commission or committee members (except if state or federal statute or ordinance says differently)
- The commission or committee chairperson “designates” a commission or committee member to serve on a subcommittee. (Could also be done via voting or volunteering at a meeting.)

(B)

- Any “subcommittee” established by a commission or committee to assist them for longer than six months must follow Section 2.38.110 through 2.38.150, which includes the Brown Act meeting provisions.

# **IHSS Advisory Commission**

## **Report - 2024**

2022 - 2023

### **Role of the Commission**

The In-Home Supportive Services (IHSS) Advisory Commission is a state-mandated advisory board established under AB 1682. The powers and duties of the IHSS Advisory Commission, as defined by Santa Cruz County Board of Supervisors' Ordinance #4655, Chapter 2.124.070 of the Santa Cruz County Code, are to:

1. Serve in an advisory capacity to the Board of Supervisors, as the governing board of the IHSS Public Authority, and any administrative body in the County related to the delivery and administration of the IHSS;
2. Review policies related to the delivery of IHSS and make recommendations to the Board of Supervisors regarding any proposed changes;
3. Review pending State and Federal legislation that may impact the IHSS program, consumers, and/or providers and make recommendations to the Board of Supervisors regarding any proposed changes;
4. Stay informed and educated on IHSS and Public Authority issues;
5. Provide a forum for consumers and providers of personal assistance services, advocates and other interested parties to participate in IHSS policy and program development.

### **Meetings dates, time and location**

The IHSS Advisory Commission meets on the fourth Friday of every month from 1:00 – 3:00PM at 1400 Emeline AVE., Santa Cruz, in Room 206. Due to ongoing recommendations from the local health department, the commission met virtually via teleconference for the majority of its meetings in 2022. The commission does not meet in the months of July and December.

### **Commission Structure**

The Commission comprises no more than 11 members, of which a majority must be current or former users of personal assistance services paid for through public or private funds. The remaining slots include: two current for former providers of In-Home Supportive Services; and three at-large members from any of the following: a representative of an organization that advocates for people with disabilities or seniors and/or a representative who also concurrently holds a seat on either the Santa Cruz County Seniors Commission or the Commission on Disabilities.

Currently, there are two vacancies that the commission is seeking to fill. These vacancies are comprised of one former or current user of personal assistance services and one representative of an organization that advocates for people with disabilities or seniors.

### **Commission staff**

The IHSS Advisory Commission is staffed by the Public Authority, under the auspices of the Human Services Department. Staff from the IHSS Program attend each meeting.

### **Attendance 2022 and 2023**

The attendance charts for 2022 and 2023 are attached.

### **Goals and Accomplishments**

During 2022 and 2023, the IHSS Advisory Commission:

1. Hosted the following guest speakers: Max Unmey from the County's Master Shelter Plan, Matthew Sundt from the County's Housing Element Update, Jim Lyons and Angela Millhouse from the Central California Alliance for Health, Yesenia Cerna from the County's Human Services Department, Grecia Quintero and Ivette Vazquez from the San Andreas Regional Center and Rita Sanchez from the County Administrative Office.
2. Welcomed two new commission members: Rebecca Jordan (relative of consumer) and Christine Kiebert-Boss (consumer).
3. Renewed membership with the California IHSS Consumer Alliance (CICA). – REMOVE?
4. Kept informed of state budget issues by California Association of Public Authorities advocates.
5. Received updates of the State Olmstead Advisory Board as relevant.
6. Collaborated with the Health Project Center to develop training curriculum for IHSS care providers.
7. Monitored the impact of the COVID-19 health pandemic on IHSS recipients and care providers. – REMOVE?
8. Transitioned from remote meetings to in-person meetings due to the end of the public health emergency.
9. Kept informed on the Master Plan on Aging (MPA).
10. Successfully implemented disaster protocols due to local fire and flood disasters.
11. Continued providing ongoing input to IHSS Public Authority staff for posting relevant and educational information on the IHSS Public Authority website.
12. Shared information with Seniors Commission and Commissions on Disabilities.
13. Subcommittees monitored activity in the areas of interest to IHSS recipients and providers.
14. Performed ongoing work to fill the remaining vacancies in the commission.

### **Future Goals – FEEDBACK NEEDED**

The goals of the IHSS Advisory Commission include the following:

1. Participate in Public Authority Registry recruitment efforts. Particularly providers willing to work in Santa Cruz and San Lorenzo Valley and/or willing and able to provide care for high needs clients.
2. Monitor the success of the provider enrollment process.
3. Promote ongoing education of IHSS for consumers, care providers and the community.
4. Work collaboratively with the Health Project Center to develop training curriculum for IHSS providers.
5. Participate in the development of enhanced supports for IHSS recipients and care providers.
6. Continue to monitor payroll activity to assure providers are being paid timely.
7. Monitor the ongoing use of the Electronic Visit Verification requirement for IHSS and its impact on consumers and providers.
8. Increase collaboration with the local labor organization.
9. Network with community-based organizations and other commissions to solve issues that affect IHSS and related services.
10. Hold IHSS Advisory Commission meetings in south and mid-county locations.
11. Work collaboratively with partner agencies and commissions on disaster planning and emergency preparedness.
12. Monitor the impact of the CZU fire and its aftermath on consumers and providers and make recommendations as necessary.
13. Identify community resources that IHSS consumers and providers can access in emergency situations.
14. When allowable under public health recommendations, the commission will seek to resume the Caring Community Summit.
15. Resume new commissioner orientation and conduct annual refreshers for existing commissioners.
16. Advocate for fall prevention and supports in the home of all recipients of IHSS.

### **Recommendations – FEEDBACK NEEDED**

Recommendations from the IHSS Advisory Commission include the following:

1. Advocate for mixed housing with caregivers to support integrated caregiver and community planning.
2. Advocate for a living wage for caregivers so they can remain in our community.
3. Advocate for the county to develop a comprehensive emergency preparedness program.
4. Explore the feasibility of an agency-based (Contract Mode) IHSS system in Santa Cruz County.
5. Advocate for the needs of IHSS recipients and caregivers to be included in plans when developing the MPA.

6. Connect with Central California Alliance for Health to help coordinate services under the California Advancing and Innovating Medi-Cal (CalAIM) program.

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2022 Attendance

IHSS Advisory Commission 2022 Attendance Roster													
Name	Affiliation	Jan	Feb	Mar	Apr	Apr*	May	Jun	Aug	Sep	Oct	Nov	Dec*
Lois Sones	Seniors Commission	X	X	X	X	X	X	C	X	X	C	C	X
Becky Taylor	Commission on Disabilities	X	X	X	X	X	X	C	E	X	C	X	X
Vacant	Rep of Advocate Agency	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Foster Andersen	Consumer	X	X	E	E	E	X	C	X	X	C	C	X
Michael Molesky	Consumer	E	X	X	X	X	X	C	X	E	C	C	X
Linda Campbell	Consumer	X	X	X	X	X	X	C	X	X	C	C	X
Jozett Irgang	Consumer	X	X	X	A	E	X	C	X	X	C	C	A
Vacant	Consumer	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Vacant	Consumer	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Maria Arreola	Provider	X	X	X	E	E	X	C	X	X	C	C	X
Patricia Fohrman	Provider	X	X	X	X	X	X	C	X	A	C	C	X

\*Special Meeting

Key:

- X = Present
- E = Excused
- A = Absent
- R = Resigned
- n/a = Not yet appointed
- C = meeting cancelled

2023 Attendance

IHSS Advisory Commission 2023. Attendance Roster											
Name	Affiliation	Jan	Feb	Mar	Apr	May	Jun	Aug	Sep	Oct	Nov
Lois Sones	Seniors Commission	X	X	E	C	E	X	X	X		
Becky Taylor	Commission on Disabilities	X	X	E	C	X	E	X	X		
Vacant	Rep of Advocate Agency							n/a	n/a	n/a	n/a
Rebecca Jordan	Family Member of Consumer	X	X	X	C	X	X	R	R	R	R
Foster Andersen	Consumer	X	X	E	C	E	X	X	X		
Michael Molesky	Consumer	X	X	X	C	X	X	X	X		
Linda Campbell	Consumer	X	X	X	C	X	E	X	X		
Jozett Irgang	Consumer	X	X	X	C	E	X	X	X		
Christine Kiebert-Boss	Consumer	n/a	n/a	n/a	n/a	n/a	n/a	X	X		
Vacant	Consumer	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Maria Arreola	Provider	X	X	E	C	X	X	X	E		
Patricia Fohrman	Provider	X	A	X	C	X	X	X	X		

Key:

- X = Present
- E = Excused
- A = Absent
- R = Resigned
- n/a = Not yet appointed
- C = meeting cancelled

# Santa Cruz County Board of Supervisors Proclamation

## PROCLAIMING NOVEMBER 2023 AS IN-HOME SUPPORTIVE SERVICES CAREGIVER MONTH IN SANTA CRUZ COUNTY

WHEREAS, over 2,800 In-Home Supportive Services (IHSS) caregivers provide home care services and support in Santa Cruz County, making it possible for over 3,100 low-income disabled and elderly Santa Cruz County residents to remain living independently in their homes; and

WHEREAS, providing services and support for the disabled and elderly to remain living in their homes is a humane, dignified, and compassionate alternative to hospitalization or other potential institutional placements that disabled and elderly adults become susceptible to without viable IHSS care; and

WHEREAS, the County of Santa Cruz's IHSS professionals who provide these physically demanding and emotionally challenging home care services to low-income disabled and elderly Santa Cruz County residents do so with great sensitivity, honesty, patience, trust, commitment, dedication, and compassion; and

WHEREAS, in recognizing the work of IHSS caregivers to promote independence, dignity, and quality-of-life for disabled and elderly adults, numerous national organizations have joined together in declaring the month of November as National Home Care Month to recognize, honor, and support the valuable contributions of home care workers; and

WHEREAS, the County of Santa Cruz through its Human Services Department, its IHSS Public Authority, and its IHSS Advisory Committee are committed to acknowledging the contributions and importance of Santa Cruz County's IHSS caregivers to promote independence, dignity, and quality-of-life for Santa Cruz County's disabled and elderly residents.

NOW, THEREFORE, I, Zach Friend, Chair of the Santa Cruz County Board of Supervisors, hereby proclaim the month of November 2023 to be In-Home Supportive Services Caregiver Month in Santa Cruz County.



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*Chairperson, Board of Supervisors*

October 5, 2023

*Date*