



County of Santa Cruz

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

500 Westridge Drive, 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, August 28, 2026

Time: 1:00PM to 3:00PM

Location: 1400 Emeline AVE, Building K, Room 207. Santa Cruz, CA

Virtual (Public only):

Microsoft Teams Link:

<https://teams.microsoft.com/meet/219287197797?p=58oDhEOJZBMCSJbj1W>

Meeting ID: 219 287 197 797 Passcode: q6fL6MJ6

Telephone [+1 831-454-2222](tel:+18314542222) Phone conference ID: 325 972 689#

This meeting is being made available to the public via Microsoft Teams as a courtesy and is being recorded. Please be advised, if remote technology does not work, the in-person meeting will continue. In addition, the recording will be posted to the commission's website as part of the public record.

Agenda

1. Call to Order/Roll Call/Agenda Review

2. Public Comment: *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.*

3. Approval of June 26, 2026, Meeting Minutes Page 3

4. Consent Agenda

- Commission Vacancies
 - i. Two (2) – Consumer Representatives (A)
 - ii. One (1) – Provider (B)
 - iii. One (1) – Representative of Advocate Organization

5. IHSS General Operations Report

- IHSS Program and Public Authority Updates

6. Regular Agenda – Action Items

- Commission Visions, Goals, and Priorities

7. Regular Agenda – Information Items

- Information Sharing

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.

- IHSS Consumers
- IHSS Providers
- **Commission Budget.....Page 8**
- **Registry Data.....Page 9**

8. Report Outs

- Legislative – (Gutiérrez-Báez)
- CICA Conference Calls – Volunteer Needed.
- Seniors Commission (Sones)
- Commissions on Disabilities (Molina)

9. Future Agenda Items

10. Correspondence

11. Adjournment

Next Regular Meeting: September 25, 2026, 1:00 PM – 3:00 PM @ 1400 Emeline AVE, Building K, Room 207, Santa Cruz.



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IHSS Advisory Commission Meeting Minutes

DATE: Friday, June 26, 2026
TIME: 1:00 PM to 3:00 PM
LOCATION 1400 Emeline AVE, Building K, Room 207. Santa Cruz, CA
PRESENT: Lois Sones (Chair, Seniors Commission), Foster Anderson (Consumer),
Stephanie Auld (Consumer), Maria Arreola (Provider), David Molina
(Disabilities, Commission), Brenda Gutierrez-Baeza (Consumer)
EXCUSED: None
ABSENT: Sacha Defoy (Consumer)
STAFF: Bertha Z. Paredez (Staff), Julie Gabriel (Staff)
GUEST: Craig Ruble, Karina Aragon, County of Santa Cruz HSD Program Manager

1. Call to Order/Roll Call/Agenda Review

- Meeting was called to order at 1:02pm. A quorum was present.
- Commissioners Molina and Gutierrez Baeza are participating remotely under SB 707 just-cause provisions. Commissioner Defoy will participate remotely pursuant to SB 707 permanent remote accommodation provisions.

2. Public Comment:

- One member of the Public commented regarding interest in serving in the Advisory Commission.

3. Approval of June 26, 2026, Meeting Minutes

- Motion to approve June 26, 2026, Meeting Minutes
- First/Second: Auld/Andersen
- Motion approved unanimously

4. Consent Agenda

- Current Commission Vacancies
 - i. Two (2) – Consumer Representatives (A)
 - ii. One (1) – Provider (B)
 - iii. One (1) – Representative of Advocate Organization

5. IHSS General Operations Report

- IHSS Program and Public Authority
 - Staff Liaison Bertha Paredez-read the IHSS program & Public Authority updates on behalf of

program manager Jessica Cirksena. Reported that the state budget had not yet been finalized; however, the legislator rejected several proposed cuts that would have impacted IHSS. Final budget details and allocations are expected to be determined through subsequent trailer bills. Announced that the penalty for late CFCO assessments will increase from 3% to 6% effective July 1st. Reported that the BOS approved the HSD budget with no layoffs or furloughs; however, several vacant positions, including support staff positions were eliminated. Commission members engage in brief discussion and ask clarifying questions.

6. Regular Agenda – Action Items

- Consider Medi-Cal Asset Limit Advocacy letter to BOS

Motion to approve Medi-Cal Limit Advocacy Letter to the Board

The commission reviewed and agreed to the proposed Advocacy letter to the Board re: The Medi-Cal Asset Limit.

- First/Second: Molina/Arreola
- Motion passed unanimously

7. Regular Agenda- Information Items

- Announcements
 - None.
- Commission Budget
- Registry Data
- IHSS Consumers
- Livescan Information - Commissioner Auld requested information on whether IHSS participates in any background check portability system. Staff clarified that the Department of Justice does not allow a single Livescan background check to be used across multiple agencies. She also requested a presentation on past scholarship programs that covered fingerprinting fees and an update on the internal fingerprinting machine. Staff reported that IHSS has fingerprinting equipment but cannot operate it due to staffing shortages and budget constraints. A previous church grant once covered provider fingerprinting fees until funds ran out. Commissioners may consider pursuing similar community grant opportunities. The status of the internal fingerprinting machine remains dependent on available staffing

9. Report Outs

- Legislative – Gutierrez-Baeza Volunteered.
- CICA Conference Calls- Staff reported that time-sensitive information about the June 25 congressional hearing on Medi-Cal/IHSS was shared with commissioners prior to the meeting. Volunteer still needed.
- Seniors Commission- Sones – Reported no updates. Karina Aragon, Program Manager-reported that the meeting included an Alzheimer's Presentation; however, the meeting lost quorum when a commissioner departed, and no commission business was conducted.
- Commissions on Disabilities (Molina) reported that the Commission on disabilities

also discussed advocacy regarding the Medi-Cal resource (asset) limit letter to the BOS.

10. **Future Agenda Items**

- Chair Sones requested a strategic discussion at the August 28, 2026, meeting to review and establish the Commission's vision, goals, and priorities. The Commissioners were encouraged to review the January 28, 2026, IHSS Advisory Commission Biannual report in preparation. The Commission expressed interest in prioritizing future projects, including exploring potential funding opportunities for provider Livescan fee scholarships or grants through CAB. No decisions were made; the item will be returned for further discussion in August.

11. **Correspondence-** Staff reported receiving the CWDA Adult Budget Memo (May 2026) and noted that the document will be emailed to Commissioners for their review.

12. **Adjournment:** Meeting adjourned at 2:18 pm

Next Regular Meeting: August 28, 2026, 1:00 PM – 3:00 PM @ 1400 Emeline AVE, Building K, Room 207, Santa Cruz.

Meeting Minutes by, Bertha Z. Paredez, Staff to IHSS Advisory Commission.



JOHN A. WAGNER
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



ARNOLD SCHWARZENEGGER
GOVERNOR

August 8, 2008

COUNTY FISCAL LETTER (CFL) 08/09-10

TO: COUNTY WELFARE DIRECTORS
IHSS PROGRAM MANAGERS
IHSS PUBLIC AUTHORITIES
COUNTY FISCAL OFFICERS

SUBJECT: IN-HOME SUPPORTIVE SERVICES (IHSS) ADVISORY
COMMITTEE EXPENDITURES

REFERENCE: CFL NO. 00/01-48 DATED DECEMBER 22, 2000; CFL NO. 06/07-02
DATED JULY 7, 2006

This CFL is to remind counties that funding is allocated each fiscal year specifically for the direct support of the IHSS Advisory Committees. The authority for and the functions of the IHSS Advisory Committees are established in Welfare and Institutions Code Sections 12301.3 and 12301.4. The role of the Advisory Committee is to provide ongoing advice and recommendations regarding IHSS to the county board of supervisors, or any administrative body in the county that is related to the delivery and administration of IHSS.

Funds appropriated for the IHSS Advisory Committees are made available for the Committee's use, provided that those expenditures are used as intended under state statute and meet the federal requirements for the use of Title XIX funds, and in accordance with the Office of Management and Budget (OMB) Circular A-87. The federal Centers for Medicare & Medicaid Services concur with the California Department of Social Services on the use of Title XIX funds for the administrative expenditures listed below. Administrative costs are defined by the Manual of Policies and Procedures Section 25-200.2 as "only those expenditures which are properly claimable and necessary to efficient administration." As with all county expenditures, funds must be approved by the local Board of Supervisors.

Acceptable Advisory Committee expenditures include:

- Postage and general office supplies
- Cost of photocopying/printing
- Phones and phone conferencing equipment, computers, office furniture, office/room rental
- Internet access and website maintenance
- Special equipment for the deaf/hearing impaired
- Readers and/or alternate formats (e.g., Braille)
- Translation/interpreter services
- Compensation to attendants for members participating in meetings

- Stipends, travel, mileage, parking fees
- Training on Advisory Committee responsibilities and duties
- Conference registration fees
- Meeting facilitator
- Costs to conduct surveys
- Staff time in support of the Advisory Committee
- Membership dues to state or federal organizations
- Newsletters
- Resource Fairs/Outreach
- Advertisement to recruit for committee vacancies or improve participation

Unacceptable Advisory Committee Expenditures

Assembly Bill 1682 established the formation of Advisory Committees specifically to provide ongoing advice and recommendations to the county regarding the provision of IHSS. It was not intended to provide for any direct services or benefits to consumers such as attendant services not directly related to the Advisory Committee, or training for providers or consumers. In addition, OMB Circular A-87 prohibits the use of federal funds for provider recognition events or items such as small gifts, key chains, coffee mugs, or meals. While the procedures counties employ to review and approve expenditures are at each county's discretion, all costs claimed on the County Expense Claim are subject to OMB Circular A-87 principles which mandate that all costs be necessary and reasonable for the administration of the program.

Claiming

Program Code (PC) 023 captures costs associated with the IHSS Advisory Committees and are tracked against the total IHSS allocation. Costs claimed to this code must be in accordance with allowable activities defined in this CFL. IHSS Advisory Committee expenditures must not be claimed to PC 025, IHSS Advisory Committee San Diego only, as this is no longer a valid program code.

If you have any questions regarding this CFL, please direct them to the Fiscal Systems Bureau electronic mailbox at fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

ERIC FUJII
Deputy Director
Administration Division

c: CWDA

IHSS ADVISORY COMMISSION ANNUAL BUDGET FY 2025-26	BUDGET	\$5,995.93
	USED	\$2,325.00
	BALANCE	\$3,670.93

INVOICE DATE	EXPENSE	AMOUNT	PAYMENT DATE
7/31/2025	Q4 STIPENDS	\$150.00	9/5/2025
8/2/2025	Q4 STIPENDS	\$150.00	9/8/2025
9/17/2025	Q4 STIPENDS	\$150.00	9/17/2025
11/17/2025	Q1 STIPENDS	\$300.00	11/17/2025
12/1/2025	Q2 STIPENDS	\$525.00	12/1/2025
3/30/2026	Q3 STIPENDS	\$825.00	4/3/2026
5/28/2026	Q4 STIPENDS	\$225.00	6/4/2026

