

**IN-HOME SUPPORTIVE SERVICES
PUBLIC AUTHORITY OF MARIN
GOVERNING BOARD MEETING MINUTES**

Date and time:	June 4, 2024, 3:00pm – 5:00pm
Location:	Meeting conducted in person and on Zoom. Recorded for minutes purposes.
Board Members Present:	Michael Harris, Roger Rose, Shelley Norris-Alvarez, Jonathan Frieman and Eli Gelardin
Absent:	Carolyn Shulman
PA Staff:	Dario Santiago and Julia Hansen
Special Guest:	Chua Chao, Health and Human Services
Recorder:	Shelley Norris-Alvarez
Next Meeting:	September 3, 2024

Call to Order

Michael Harris chaired the meeting. It was announced that there was not yet a quorum. Two Board members were running late. An informational only meeting was called to order.

Introductions

Public Authority Board Members, Public Authority staff, and a guest introduced themselves. It was noted that the ZOOM/PHONE meetings are recorded for minutes purposes.

Health and Human Services Report: Aging and Adult Services Manager, Chua Chao

Chua reported that a new Aging and Adult Services Director, Jenay Catrill, was hired to oversee the Triple A side of Aging and Adult Services which is considered the Area Agency on Aging. This position entails working with contracts in the community including Wheels on Meals and Information and Assistance. There are two houses in Aging and Adult Services. The other is the Adult Services side which includes APS and IHSS. Jenay started her new position last week.

Staffing update: Three new Social Workers were hired, one joined two weeks ago and two started last week. Two are former Probation Officers. One of the new Social Workers, Hugo Moreno, is filling the West Marin position. He is currently being trained in the office. While he undergoes training his work is being assigned to other Social Workers. The new Social Workers are not up and running yet. There are 4 positions that are not up and running, so other staff have a high workload. Aging and Adult Services is prioritizing new intakes. Staff are keeping up with the rest of the work but are very busy.

IHSS MOU with Kaiser and Partnership is moving forward. The County is working towards it being a little more in line with what the County would like to see. The County needs to make sure IHSS clients have access to ECM Services. The MOU is in its early stages so Chua does not yet know who will be involved and who will be providing services. She does know that MCIL is providing services. She noted lots of clients need case management services.

There are no proposed cuts with Aging and Adult Services. Aging and Adult Services are not getting additional funding that they requested, but the current funding level is intact. The budget has not been finalized and is moving through the Legislative Process.

The new Social Workers are not licensed. One Supervisor just got licensed and another is going through the process.

Michael Harris noted we now have a quorum

Approval for Agenda for June 4, 2024, Board meeting for March 5, 2024 and Special Board meeting for May 17, 2024.

Recommendations for Approval.

Ayes: 4
Nays: 0
Abstain: 0
Absent: 2

Motion Approved

Public Comment:

None

Executive Director report, Dario Santiago

Provider List Referrals

May 2023 – April 2024

- The trend over the last few months is that Consumers receiving Provider referrals has gone down. Previously there were over 100 referrals monthly and now there are under 100 referrals. It is a result of less people asking for a Provider from the Provider list on a regular basis. One of the reasons for the decrease in referrals is that the PA now has Aurora, the Support Service Coordinator, who is working with the most complex cases. She is serving the clients the Social Workers refer to us from IHSS who need additional assistance with hiring and retaining Providers. She coaches Consumers around their role as employer. An increase in retention can be another reason the referrals have decreased. If providers are not leaving there are less requests.

Recruitment and Retention

May 2023 – April 2024

- This last year we retained close to 77% of providers. The last couple years the number has varied from quarter to quarter from 50 to 60%. It went back and forth.
- The Goal of adding 10 providers per month, has been met and the PA exceeded the goal. Back to January the increase in wages bumped up from \$16.95 per hour to \$17.45 per hour and in February it went up to \$18.00 per hour. Hopefully there will be an increase in January of next year.

New Providers and Recipients

May 2023 – April 2024

- In May of last year, the PA added more than twice as many recipients than Providers. The last 3 months PA added more Providers than Recipients. It is now easier to get a caregiver. The PA does a monthly check-in to see how many providers are available. The last check in 15 providers wanted more work. In the past potential Providers were expected to pay for fingerprints, which was a deterring factor. However, PA now has the funds to pay for fingerprints. This has resulted in less applicants dropping out before the interview process. The pilot this fiscal year went well. With Board approval, this fiscal year PA Marin can pay for fingerprints.

Emergency Back-up Provider

May 2023 – April 2024

- Emergency back-up is used when recipients lose their provider and have an urgent need or when recipients are returning from a hospital or skilled nursing facility. There was a big increase in recipients using emergency back-up last July. It dwindled down last fall and stabilized the last few months. The problem is that with state deficit, the proposal is to eliminate this program. Our association is fighting to keep this program. It is a cost saving measure. It keeps recipients out of the hospital. This program sends recipients home with a care giver and can keep people out of the emergency rooms.

Public Union contract Wages

- Minimum wage is now \$16.00 an hour. It is going up to \$16.50 in January 2025 and \$17.00 in January of 2026. Currently the wage supplement which was negotiated with the union is \$2.00 an hour. That's thanks to the living wage ordinance and collaborative effort between the Union and Board of Supervisors raising the ordinance. This supplement increases wage to \$18.00 an hour. In August the supplement goes up \$3.00 which increases the wage to \$19.00 an hour. In January 2025 the state minimum wage will be \$16.50 so in Marin the wage will be \$19.50 an hour. Another increase in Feb. 2025 of .25 cents increases the wage to \$19.75. In

January 2026 the wage will be \$20.25 and following month \$20.50. There was talk at the Board of Supervisor meeting regarding a proposal for a state ballot measure that would increase the minimum wage to \$18.00.

Union Contract

- \$75,000 one-time funding for provider retention bonuses
- \$250 after completing one year in the registry
- Additional \$200 for providers working in West Marin
- \$250 after completing five years in the registry
- One hour wage stipend for a provider to conduct the Union Orientation, for up to 6 orientations per month. Previously a union rep conducted the Orientation. A local provider will now do it. PA Marin will have to pay for it. The Orientation takes 30 minutes but the Provider will receive one hour wage.
- Up to 5 providers will be paid a stipend of \$75 per meeting, up to 8 meetings, for the next bargaining negotiations in 2026.
- Mileage Reimbursement was removed from contract
- PA will fund Registry Providers' Livescan/Fingerprint costs for FY 24/25 (outside of negotiated contract)

Proposed Cuts from State to IHSS

- Eliminating IHSS Emergency Backup Provider System
- Eliminating IHSS for undocumented recipients. No federal funding for undocumented recipients. It has been funded by 50% state and 50% county. Currently serve about 77 undocumented recipients.
- Eliminating and sweeping funds for provider trainings Career Pathways

Hourly Staff Non-Exempt Salaries.

A couple years ago the Public Authority Board voted to accept the recommended salary steps. The board had to do it immediately because CALPERS pension and regulations state the latest salary steps need to be approved by the governing board and posted on the website. PA Marin was not in compliance, so a change was implemented immediately. The oversight committee was notified about the plan to change the step increases so they are flat across the board. Proposed this new step system however Step 5 will not change for anyone except the Support Service Coordinator position. The change will make step one increase by 5%, for Step 2, and so forth until reach step 5. Currently it doesn't affect anyone but Support Service Coordinator and Registry Specialist. The Support Service Coordinator is an equity adjustment because basically the position is a case management job. This applies to the Registry specialist as well.

Proposed Resolution #2024-4

RESOLUTION NO. 2024-4 IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY OF MARIN GOVERNING BOARD Public Authority of Marin Hourly Pay Schedules

Motion to Approve.

Ayes: 5
Nays: 0
Absent: 1

Motion Approved.

Roger joined the meeting.

Provider Health Benefits.

PA Marin currently has a wait list for Providers requesting health benefits. Due to an increase in insurance costs, fewer participants will be insured. There is only a certain amount of money designated for providers benefits. PA Marin needed to recalibrate number of providers that can be insured so as not to exhaust funds.

Originally 158 Providers had coverage and now there are only funds for 155 Providers. Still trying to get dental to 155 Providers. To get the decrease in numbers, someone will need to disenroll. There are currently providers who have the hours to meet criteria for insurance but due to the budget, not all can be accommodated.

For every person who has Kaiser the share of cost is \$130.00 which comes out of their paycheck each month. The share of cost for Dental is \$18.62. For both Kaiser and dental the total share of cost is \$148.62. The amount is taken directly out of the paycheck. For every hour work .82 cents goes to Healthcare. Maximum funding is \$2,133,120.12. Right now we are at \$2,121,946.32. Trying to keep it from going overbudget. Marin is more expensive than other counties, but we have good health care. .82 cents can be used for healthcare or wages.

Budget

Currently PA Marin has additional funds in the budget. All bills have been paid. Dario is very hands on and the budget is a collaborative effort. We received an extra \$138,000, so the budget was revised at last minute. There is no need to dip into the reserve fund. PA Marin has a large fund. There have been only two times in the past we had to dip into the funds, one time for about \$5,000. And another time for about \$30,00. The money may have gone for the mileage program.

Oversight Committee Report

Beth will take the lead in requesting the Board of Supervisors join our board meeting. She wrote a letter requesting their presence. By joining the meeting, the Supervisors will be kept up to date on how PA Marin is doing.

It was noted that some Board of Supervisors have limited knowledge of IHSS. Beth and Michael provided education to the Supervisors. The meeting helped with salary negotiations, provided a clearer view of what we are doing and services needed, and helped them make a decision to move forward in providing increases in salaries for our providers. Beth put all information together in packets.

There were no objections by Board members to send the letter to the Board of Supervisors, however, there was one grammatical correction. There was a strategy recommendation: that Supervisors update PA Marin Board on emerging issues or anything that might be relevant to our board. Plan to put a packet together for the new Supervisor who will be replacing Supervisor Rice next January.

Meeting Adjourned

Next Meeting on September 3rd, 2024



All In-Home Supportive Services (IHSS) Public Authority of Marin public meetings are conducted in accessible locations. If you require American Sign Language interpreters, assistive listening devices, or other accommodations to participate in this meeting, these may be requested by calling (415) 499-1024 ext. 104 at least 72 hours in advance. Copies of documents used in this meeting are available in accessible formats upon written request.