



# County of Santa Cruz

## HUMAN RESOURCES AGENCY

Cecilia Espinola, Administrator

1000 Emeline Avenue, Santa Cruz, CA 95060

(83 1) 454-4130 or 454-4045 FAX: (83 1) 454-4642

April 5, 2001

AGENDA: April 17, 2001

### BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, CA. 95060

### STATUS OF **THE** IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE

Dear Members of the Board:

On March 20, 2001 your Board accepted a report on the progress of the In-Home Supportive Services (IHSS) Advisory Committee from October 2000 through December 2000 and accepted and approved the Report of Findings and Recommendations from the IHSS Committee. In doing so, your Board authorized the establishment of a public authority to function as the employer of record for independent providers in the IHSS program. The purpose of this letter is to report on the activities of the IHSS Committee during the past quarter to prepare for the design and planning of a local public authority.

### COMMITTEE ACTIVITY

On January 19, 2001 the Committee began working with consultant Eldon **Luce** on topics related to the design and structure of public authority entities. The Committee adopted an ambitious work plan and began meeting twice monthly to embark upon its agenda. Mr. **Luce** has provided a comprehensive package of study materials to guide discussion on the issues related to public authority design. His considerable experience as Public Authority Executive Director in two counties has enabled the Committee to begin to evaluate the myriad of practical issues that must be addressed as the implementation planning process is explored.

## BOARD OF SUPERVISORS

Page 2

Agenda: April 17, 2001

Status of the In-Home Supportive Services Advisory Committee

The Committee has invited additional stakeholders to the table as non-voting participants to enhance the discussions related to implementation planning. These additional stakeholders include representatives of HRA Adult and Long Term Care Services Division/IHSS, HRA Fiscal, County Counsel, County Personnel and Risk Management, County Auditor, IHSS Contractor, and labor union representation. Additional perspectives will allow for thoughtful development of the public authority design and program development.

The Committee has been apprised of the steps necessary for a county to request and receive approval from the state for a public authority rate, and to become eligible for the additional state participation in funding of the rate. Ongoing Committee activity will promote the timely achievement of tasks necessary to obtain state approval of a local reimbursement rate. Such activities include: registry design, evaluation of available registry software, provider and consumer recruitment policies and procedures, provider screening protocol, identification of training options for both consumers and providers, public authority staffing and reporting structure, an evaluation plan, drafting of a proposed ordinance, collective bargaining, and a detailed budget based upon the above factors.

**COMMITTEE MEMBERSHIP**

Two consumer members of the Committee have resigned due to personal circumstances and nominations have been made by your Board to fill the resulting vacancies effective April 17, 2001. This will bring the Committee to full membership as required in AB 1682.

**NEXT STEPS**

The Committee will continue to study the issues and make design recommendations for program components and staffing of the public authority. Human Resources Agency staff will continue to work with other County departments to develop an establishing ordinance for the public authority as well as various support-mechanisms for the new entity.

IT IS THEREFORE RECOMMENDED that your Board:

1. Accept and file this report on the progress of the In-Home Supportive Services Advisory Committee and direct the HRA Administrator to return to your Board on September 11, 2001 with a further status report on the activities of the IHSS Advisory Committee.

Very truly yours,

*Cecilia Espinola (et)*

CECILIA ESPINOLA  
Administrator

## BOARD OF SUPERVISORS

Agenda: April 17, 2001

Status of the In-Home Supportive Services Advisory Committee

CE/FN

RECOMMENDED:



SUSAN A. MAURIELLO

County Administrative Officer

CC: County Administrative Office  
County Counsel  
Auditor  
County Personnel  
Commission on Disabilities  
Seniors Commission  
Long Term Care Interagency Commission  
Service Employees International Union Local 415  
United Domestic Workers Union