

# SUMMARY ACTION MINUTES

## SPECIAL MEETING ORANGE COUNTY IN-HOME SUPPORTIVE SERVICES ADVISORY COMMITTEE

Thursday, May 29, 2014, 1:00 P.M.

SOCIAL SERVICES AGENCY – ADULT SERVICES  
1505 E. Warner, Room C109-110  
Santa Ana, California

**HAIGANOUSH (HEIDI) AHARONIAN**  
Committee Member

**KYLE MINNIS**  
Committee Member

**SHAWN STEWART**  
Committee Member

**VACANT**  
Committee Member

**VACANT**  
Committee Member

**VACANT**  
Committee Member

**MARGRETA JORGENSEN, MFT**  
Committee Member

**DANA SCHULTZ**  
Committee Member

**PHAN VU**  
Committee Member

**VACANT**  
Committee Member

**VACANT**  
Committee Member

ATTENDANCE: All Members Present

EXCUSED: None

PRESENT: PUBLIC AUTHORITY Luz Loreto, Program Manager & Lena Berlove, Project Support  
Supervisor  
CLERK OF THE COMMITTEE Jamie Ross, Deputy

*The Orange County In-Home Supportive Services Advisory Committee is an independent advisory body, and our positions do not necessarily reflect the positions of the County of Orange Board of Supervisors.*

1. Pledge of Allegiance  
**PLEDGE OF ALLEGIANCE LED BY LENA BERLOVE**
2. Roll Call

**PRESENTATIONS:** (None)

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## DISCUSSION ITEMS: (Items 3 – 9)

3. Election of facilitator for today's special meeting  
123456 **NOMINATED AND ELECTED DANA SCHULTZ**
4. Challenges, Goals, and Action Plans for 2014-2015  
C.O. **DISCUSSED:**
- **REQUESTED TO REVIEW TELECONFERENCING AFTER 3 MONTHS TO DISCUSS ITS EFFECTIVENESS;**
  - **SUGGESTED HAVING TELECONFERENCE IN OTHER LANGUAGES ON OTHER DAYS;**
  - **SUGGESTED INCLUDING A FLYER IN ENROLLMENT PACKETS TO INFORM PROVIDERS AND CONSUMERS OF TELECONFERENCES;**
  - **SUGGESTED ASKING SOCIAL WORKERS TO INFORM THEIR CLIENTS OF TELECONFERENCES;**
  - **SUGGESTED ADVERTISING CONFERENCE CALLS ON PAYCHECKS;**
  - **DISTRIBUTE CONFERENCE CALL FLYERS TO REGIONAL CENTER OF ORANGE COUNTY, REHABILITATION INSTITUTE OF SOUTHERN CALIFORNIA, OFFICE ON AGING AND IHSS SOCIAL WORKERS;**
  - **SUGGESTED HAVING A BOOTH A DISABILITY WORKSHOPS/FAIRS/EXPOS TO INFORM PEOPLE OF THE IHSS ADVISORY COMMITTEE;**
  - **SEND NEWSLETTERS TO PLACES SUCH AS DAYLE MACINTOSH CENTER;**
  - **HAND OUT SURVEYS AT THE EXPO BOOTH IN ORDER TO ENSURE A HIGHER RESPONSE RATE; AND**
  - **DISCUSSED INCLUDING MORE FOR CONSUMERS IN PUBLIC AUTHORITY NEWSLETTER**
5. Discussion of roles and responsibilities and approval of new committee members for outreach, legislation, CICA and membership ad hoc subcommittees  
321456 **APPROVED THE FOLLOWING AD HOC SUBCOMMITTEE COMPOSITIONS:**
- **MEMBERSHIP – MINNIS, AHARONIAN AND JORGENSEN**
  - **LEGISLATIVE – MINNIS AND STEWART**
  - **OUTREACH – VU AND STEWART**
  - **CICA – MINNIS, AHARONIAN AND VU**
  - **BUDGET – UNFILLED**
- MEMBERSHIP AD HOC SUBCOMMITTEE TO MEET PRIOR TO JULY 17, 2014, REGULAR MEETING TO DISCUSS POTENTIAL CANDIDATES TO FILL IHSS ADVISORY COMMITTEE VACANCIES**
6. IHSS Advisory Committee budget update; and discussion and approval of use of unspent IHSS Advisory Committee funds  
213456 **APPROVED TO SPEND \$300 ON A BANNER TO USE FOR FAIRS/EXPOS (APPROXIMATELY \$75) WITH REMAINDER TO BE USED FOR FILE OF LIFE MAGNETS**
- 351246 **APPROVED USE OF \$300 FOR A SUBSCRIPTION TO SURVEY MONKEY**  
AA *(Members Aharonian and Jorgensen abstained from vote on this matter).*
- 231456 **APPROVED USE OF \$443 FOR CONSUMER TELECONFERENCE CALLS**

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7. Discussion of CICA conference call and identification of delegates  
**COMPLETED IN CONJUNCTION WITH ITEM 5 (CICA AD HOC SUBCOMMITTEE)**
8. Discussion and approval of recommendations to Board of Supervisors to fill IHSS Advisory Committee vacancies  
C.O. **NO ACTION TAKEN; CONTINUED TO 7/17/14, 1:00 P.M., REGULAR MEETING**
9. Discussion of newsletter workgroup  
C.O. **DISCUSSED; REQUESTED CLERK TO HAVE A STANDING AGENDA ITEM FOR DISCUSSION AND APPROVAL OF NEWSLETTER TOPICS**

## **ANNOUNCEMENTS & INFORMATION:**

**SOCIAL WORKER PRESENTATION TO BE POSTPONED UNTIL NEW ADVISORY COMMITTEE MEMBERS ARE APPOINTED**

## **PUBLIC & COMMITTEE COMMENTS:**

**PUBLIC COMMENTS:** None

## **COMMITTEE COMMENTS:**

Committee Member Vu – Oral Re.: Inquired about Adult Day Health Care Centers (Public Authority staff responded that it was not part of SSA and offered to provide information on the PACE program).

**ADJOURNED:** 3:13 P.M.

\*\*\* KEY \*\*\*

### *Left Margin Notes*

1 Heidi Aharonian	A = Abstained
2 MarGreta Jorgensen	X = Excused
3 Kyle Minnis	N = No
4 Dana Schultz	C.O. = Committee Order
5 Shawn Stewart	
6 Phan Vu	Reso = Resolution
	Ord = Ordinance

*(1st number = Moved by; 2nd number = Seconded by)*

/s/ \_\_\_\_\_  
DANA SCHULTZ  
Acting Chair

/s/ \_\_\_\_\_  
Jamie Ross, Deputy  
Clerk of the Committee