



6955 Foothill Blvd., 3rd Floor  
Oakland, CA 94605-2409  
phone (510) 577-3552  
fax (510) 577-3579  
www.ac-pa4ihss.org

## **Public Authority Advisory Board (PAAB) Information Sheet**

### **What is In-Home Supportive Services?**

In-Home Supportive Services (IHSS) is a State program administered by the County. IHSS funds home care workers/providers hired by seniors and people with disabilities to help them live independently, with dignity in their own homes.

### **What is the Public Authority for IHSS?**

The Public Authority for IHSS is a public agency that is separate from the County IHSS program. The Public Authority was established to provide services enhancing the IHSS program and to give IHSS consumers (clients) a voice in how those services are provided. The Public Authority operates a Registry, which helps consumers find homecare workers, offers consumer and worker/provider training, administers enrollment to the IHSS provider health plan, and recommends /supports public policy that improves services and quality of life for IHSS consumers, seniors and people with disabilities.

### **What is the Public Authority for IHSS Advisory Board?**

Participation in the Public Authority Advisory Board (PAAB) provides an opportunity to improve the delivery of IHSS and positively affect the lives of IHSS consumers and workers/providers in Alameda County. The PAAB is made up of six current or former IHSS consumers, two advocates (representing senior and the disability community) one specialist and two IHSS homecare workers/providers.



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**Key Responsibilities Include the Following:**

1. Consistent attendance at regular Advisory Board; The Advisory Board meets the first Thursday of each month from 1:30 to 4:00 PM. Be available for personal contact in between advisory board meetings.
2. Provide leadership to advisory board committees. Participation as an active member on at least one advisory board committee based on their interest/skill. Committee meetings are currently scheduled monthly or quarterly depending on the committee and are attended by conference call or in person.
3. Participation in the advocacy/public policy /community outreach activities of the organization in a manner appropriate for an advisory board member.
4. Preparation in advance before regular advisory board meetings by reading and studying materials sent in advance regarding key actions and major issues the board is expected to take at the next meeting.
5. Participate in the advisory board development and planning retreat.
6. Ability to access electronic and internet communication.
7. In general, utilize skills, relationships and knowledge for the advancement of the Public Authority for IHSS.

The Public Authority can provide transportation for consumer advisory board members to attend meetings and will reimburse members for their meeting expenses (interpreters, mileage, etc.). In addition, Advisory Board members receive a \$25 stipend for each meeting attended, for up to three meetings a month and reimbursement for internet access (up to \$25 month).

***For more information, or, if alternate format is needed, please call Jenn Junio, Executive Assistant to Flora Maiki, Executive Director at 510-777-4215.***



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Hello Community Members and Friends,

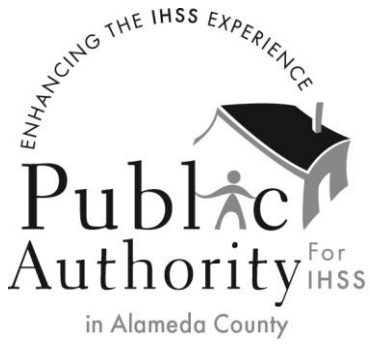
We are soliciting nominations for appointment to the Public Authority Advisory Board (PAAB), the advisory body to the Public Authority for In-Home Supportive Services in Alameda County.

Current Advisory Board members are listed on the Public Authority's Web site at [www.ac-pa4ihss.org](http://www.ac-pa4ihss.org). Advisory Board members have provided invaluable advice, commitment, and expertise to the Public Authority and to the In- Home Supportive Services (IHSS). Members serve two-year terms and may serve a maximum of three consecutive two-year terms, if desired.

\*\*\*\*Starting May 2016, we are recruiting for the following four (4) position(s): Preference is to recruit candidates who have not served previously in the Public Authority Advisory Board. Approved nominations will be appointed and sworn in by a representative of the Alameda County Board of Supervisors

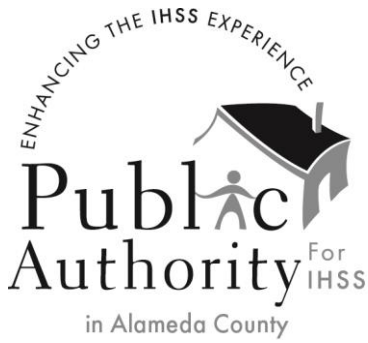
- **IHSS Consumer** (Two positions available)
  - Current or former IHSS Consumers who reside in Alameda County. Two positions are for individuals 55 years of age or older.
- **Advocate for seniors** (1 position)
  - One position is available for an Advocate for Seniors. Expertise can be in the area of public health/seniors, geriatric, or disability studies and senior services)
- **Non- Family Member Worker/Provider** (1 position-vacancy January 2017)
  - One position is available for a non-family member home care worker/provider.

**Application Deadline:** Apply now. Applications will be accepted until the positions are filled. Applicants will be interviewed in June 2016 and are scheduled to join the Advisory Board in the fall of 2016 or no later than January 1, 2017 for a two year term. You will be contacted after receipt of your completed application by the Public Authority Executive Director, Florita Toveg-Maiki.



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Please feel free to attend the Public Authority Advisory Board Meeting. We meet on the 1<sup>st</sup> Thursday of every month except August from 1:30pm – 3:00pm.



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## Public Authority Advisory Board (PAAB) – Application page 1 of 3

### **Applying for a PAAB Position:**

Please provide the following information:

Name \_\_\_\_\_ E-mail (if available) \_\_\_\_\_

Address \_\_\_\_\_

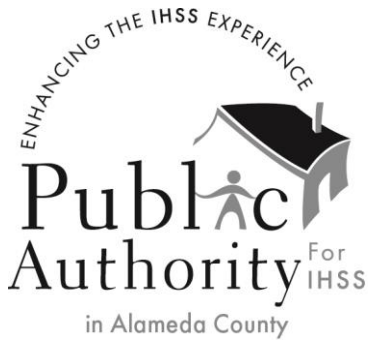
Phone number: \_\_\_\_\_ Other number: \_\_\_\_\_

Position you are applying for:

- Current or former IHSS Consumers – 55 years of age or older
- Advocate for Seniors
- Non-Family Member Worker/Provider

**Please answer the following questions attach additional document, if needed. You can also include your resume in addition to responding to the questions.**

1. Why are you interested in serving as an Advisory Board Member of the Public Authority?
  
  
  
  
  
  
  
  
  
  
2. Please summarize your community/volunteer and/or employment experience.



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### Public Authority Advisory Board (PAAB) – Application page 2 of 3

3. List your area(s) of expertise/contributions you feel you can make to the Public Authority as an Advisory Board Member? (Examples are: advocacy, public policy, community collaboration/outreach, public speaking, social media communications, legal and/or other).

4. Please tell us your current volunteer or community ties?

**References:** From an agency, a group, or individuals with whom you have worked or volunteered providing services, expertise, or advocacy for the disability, senior, or an underserved community. One personal reference is also acceptable.

**Reference #1:**

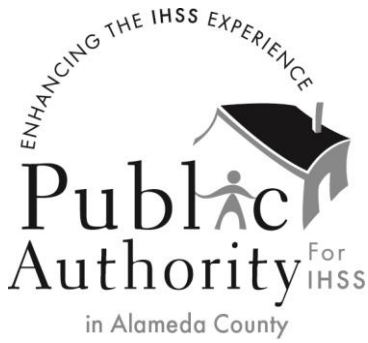
Name: \_\_\_\_\_ Agency: \_\_\_\_\_

Phone number: \_\_\_\_\_

**Reference #2:**

Name: \_\_\_\_\_ Agency: \_\_\_\_\_

Phone number: \_\_\_\_\_



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## Public Authority Advisory Board (PAAB) – Application page 3 of 3

Please return the application and your responses to the questions to:

Public Authority for IHSS  
PAAB Recruitment  
6955 Foothill Blvd., 3<sup>rd</sup> Floor  
Oakland, CA 94605  
Attn: F. Maiki

OR

E-mail: [fmaiki@ac-pa4ihss.org](mailto:fmaiki@ac-pa4ihss.org) - Please write on subject line: PAAB Application  
Contact: Flora Maiki, Executive Director at the above e-mail, if you have any questions.

### For Recruitment Committee and Executive Director Use:

- \_\_\_\_\_ Candidate spoke with the Executive Director Date\_\_\_\_\_
- \_\_\_\_\_ Candidate application reviewed by the PA Advisory Board Recruiting Committee  
Date\_\_\_\_\_
- \_\_\_\_\_ Candidate attended a PA Advisory Board Meeting (optional) Date\_\_\_\_\_
- \_\_\_\_\_ Candidate interviewed by the Recruitment Committee (Face-to-Face) Date\_\_\_\_\_
- \_\_\_\_\_ Candidate information presented to the full PAAB Date\_\_\_\_\_ Decision\_\_\_\_\_
- \_\_\_\_\_ Nomination to be presented to the Alameda County Board of Supervisors Date\_\_\_\_\_
- \_\_\_\_\_ Sworn in by representative of the Board of Supervisors Date\_\_\_\_\_