

Advisory Council for Aging & Independence Services
Affordability in Aging
 4/14/2025 | 10:30am
 5560 Overland Ave, Suite 310, San Diego, CA 92123

COSA CLERK OF THE BOARD
 2025 MAY 8 PM4:11

MINUTES - DRAFT

	Members	Absent Members	Guests
Attendance:	Ted Kagan Sylvia Martinez David Milroy Molly Nocon Smith Sirisakorn	Kristine Stensberg	Dennis Leggett Maureen Phillips
	Staff		
	N/A		
Item	Outcome		
1. Call to Order	David Milroy, called meeting to order at: 10:35 AM a. Welcome & Guest/Member Introductions b. Confirmation of Quorum = more than 4 Members Present		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member	N/A		
3. Standard Business Names are noted when vote is not unanimous	a. Public Comments/Announcements: Minutes Approval – Unanimous		
4. New Business	<u>Topics to address with AIS Director and AIS Chair:</u> <ul style="list-style-type: none"> • Speakers and conversations aren't moving the ball forward • Committee wants to focus on Project-based work • Look into Safety – Transitional housing, disclosure • Financial Educational opportunities for seniors • Name and specific scope of Subcommittee • 211 accuracy and accessibility of all services • Review Area Plan 2024-2028 		
5. Actions Steps	1. Continue integrating and report backs.		
6. Next Meeting	Date: 5/12/25 Time: 10:30-11:30 AM Location: COC, JGR		
7. Adjournment	11:45 AM		

Respectfully submitted by David Milroy

Advisory Council for Aging & Independence Services
EXECUTIVE & MEMBERSHIP SUBCOMMITTEE
 April 22, 2025 | 9:00 a.m.

Virtual Participation
 Call in: 1 (619) 343-2539
 Meeting ID: 248 050 530 608
 Passcode: ZL6HF7T3
 Click to [Join Teams Meeting](#)

COST CLERK OF THE BOARD
 2025 MAY 16 PM4:25

MINUTES – DRAFT

Members		Absent Members	Guests
Attendance:	Stephen Huber Shirley King Susan Mallett Jacqueline Simon (joined at 9:11 a.m.) Wanda Smith		
	Staff		
	Samantha Hasler		
Item	Outcome		
1. Call to Order & Attendance	Susan Mallett, Chair, called the meeting to order at 9:02 a.m. a. Welcome & Guest/Member Introductions b. Confirmation of Quorum (quorum is 3): 4 members present at this time.		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstance) by a Council Member, if applicable.	None.		
3. Standard Business	a. Public Comments/Announcements: N/A b. Approval of March 25, 2025, Meeting Minutes: [M/S – S. King / S. Huber (Passed with 4 votes.)]		
4. Membership Business	a. Current Status – 5 vacancies. The committee discussed vacancies, recruitment, and seat terms. b. Resignations – N/A c. Applicants i. Application Log* – The subcommittee reviewed this log and discussed recruitment efforts. ii. Application Review* – The subcommittee reviewed and discussed applications. iii. Interviews • The committee conducted an interview with candidate R. Jones and recommended appointment to Seat #19. [M/S – S. Huber / S. King: Unanimous] • The committee conducted an interview with candidate S. Coulbourn and recommended appointment to Seat #28. [M/S – S. Huber / W. Smith: Unanimous] d. Interested Parties – Individuals that have submitted an application will be encouraged to continue attending meetings. e. Vacancy Log* • Supervisor-Appointed Seat Vacancies: 4 • Council-Appointed Seat Vacancies: 1 f. Actions i. Recommendations to seat applicant(s): Refer to item 4.c.iii ii. Actions regarding term expiration(s): N/A iii. Assign seat(s) for proposed member(s): Refer to item 4.c.iii g. Membership i. Attendance: Monitor/Review Attendance Log* ii. Ethics Training: 3 upcoming; 3 new members pending		
5. Executive Business	a. Monthly Presentations [see Annual Calendar]* (Possible Action) b. Standing Subcommittee Status and Appointments (Possible Action)		

	c. Ancillary Subcommittee Status and Appointments (Possible Action) d. Auxiliary Subcommittee Status and Appointments (Possible Action) e. Ad Hoc Subcommittee Status and Appointments (Action) <ul style="list-style-type: none"> Convene Ad Hoc Nominating Subcommittee: [M/S – S. Mallett / S. King: Unanimous] Convene Legislative Ad Hoc Subcommittee: [M/S – S. King / W. Smith: Unanimous]
6. Other Items	
7. Build February 10 th Council Meeting Agenda	The May 12 th agenda was prepared: [M/S – S. Huber / J. Simon: Unanimous]
8. Next Meeting	The next meeting will be on May 21, 2025, at 9:00 a.m.
9. Adjournment	Meeting adjourned at 10:30 a.m.

AIS Advisory Council

APPLICATION LOG

May 21, 2025

Applicant Name	Dates						Comments	Endorsed by Subcommittee	Subcommittee Involvement	Age > 60	(To Be) Seated	To Clerk of the Board
	App. Received	Region/ District	Meeting Attended	Meeting Attended	Interviewed	Follow-up						
Alioto, Antoinette	3/19/25	North / 5	5/12/25									
Brown, Kimberly	9/19/24	Central / 1	12/9/24	1/13/25	1/28/25			1/28/25		Yes		
Colburn-Hargis, Paige	1/22/25	North / 3	2/10/25	3/10/25			Supervisor appointed	1/28/25				
Coulbourn, Shelia	1/21/25	North / 2	2/10/25	4/14/25	4/22/25			4/22/25		Yes		
Delbruegge, Matthew	12/30/24	East / 2	3/10/25									
Graham, Sondra	9/28/24	North / 5										
Guillen, Anita	9/16/24	South / 4										
Hall, Michael	8/26/24	Central / 2	9/9/24	10/14/24			Application withdrawn					
Jones, Rhys	2/26/25	South / 1	3/10/25	4/14/25	4/22/25			4/22/25		Yes		
Leggett, Dennis	10/2/24	East / 4	9/9/24	10/14/24	11/25/24			1/8/25		Yes		
Lochner, Michael	10/22/24	Central / 4	9/9/24	10/14/24	1/8/25			1/8/25		Yes		
Richardson, Angelique	1/21/25	North / 3	3/10/25									
Rugama Inocente, Rose	10/16/24	South / 1	10/14/24	11/18/24	1/8/25		Application withdrawn					
Vashishtha, Devesh	2/5/25	Central / 3										
Vidal, Prizila	9/19/24	Central / 4										
Whittaker, Cristin	9/23/24	East / 2	2/10/25	3/10/25	3/25/25			3/25/25				

AIS Advisory Council Executive & Membership Subcommittee

Vacancy Log ⁺

May 21, 2025

❖ **Current Vacancies: 5**

❖ **Vacancies: Board of Supervisors-appointed Seats: 4**

May be filled 14 days after posting if vacant prior to end of Supervisor's term

- 1) Seat #1 (1/6/25)
- 2) Seat #2 (1/6/25)
- 3) Seat #9 (1/4/27)
- 4) Seat #10 (1/4/27)

❖ **Vacancies: Council-appointed Seats: 1**

May be filled 14 days after posting if vacant prior to terming out

- 1) Seat #17 (4/7/28)

❖ **Pending Term Expiration: None**

❖ **Pending Council Action: None**

❖ **Pending Board of Supervisors/Clerk of the Board Action: None**

*Occupied by current appointee until a reappointment or replacement is made.

+ Dates in parenthesis are seat term expiration dates

AIS Advisory Council Attendance

2024-25

Name	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Bishop, Sabrina*	✓	A	✓	✓	A	✓	✓	✓	A				Bishop, S.
Brown, Kimberly							✓	A	A				Brown, K.
Colburn-Hargis, Paige*								✓	✓				Colburn-Hargis, P.
Detsky-Weil, Faye	✓	✓	✓	✓	✓	A	✓	✓	✓				Detsky-Weil, F.
Huber, Stephen	✓	✓	✓	✓	✓	✓	✓	✓	✓				Huber, S.
Kagan, Ted	✓	✓	✓	✓	A	✓	✓	✓	✓				Kagan, T.
Kerr, Mina	✓	✓	A	✓	✓	✓	✓	✓	✓				Kerr, M.
King, Shirley*	✓	✓	✓	✓	✓	✓	A	✓	✓				King, S.
Leggett, Dennis						✓	✓	✓	✓				Leggett, D.
Lewis, Elaine	✓	✓	✓	✓	✓	✓	✓	✓	✓				Lewis, E.
Lochner, Mikie						✓	A	A	✓				Lochner, M.
Mallett, Susan	✓	✓	✓	✓	✓	✓	A	✓	✓				Mallett, S.
Martinez, Silvia	✓	✓	✓	A	✓	✓	✓	✓	✓				Martinez, S.
McNamara, Dan	✓	A	✓	✓	✓	✓	✓	✓	✓				McNamara, D.
Milroy, David*	✓	✓	✓	✓	✓	✓	A	✓	✓				Milroy, D.
Mulvey, Bradlyn	✓	✓	✓	✓	✓	✓	✓	✓	✓				Mulvey, B.
Nocon, Molly*	A	✓	✓	✓	✓	✓	✓	✓	✓				Nocon, M.
Patterson, Taryn	✓	✓	✓	✓	✓	✓	A	V	✓				Patterson, T.
Phillips, Maureen*					✓	✓	A	✓	✓				Phillips, M.
Simon, Jacqueline	✓	✓	✓	A	✓	✓	✓	✓	✓				Simon, J.
Sirisakorn, Smith	✓	✓	V	A	✓	✓	✓	✓	✓				Sirisakorn, S.
Smith, Wanda	A	✓	✓	A	W	✓	✓	✓	✓				Smith, W.
Whittaker, Cristin									✓				Whittaker, C.

* Supervisor Appointee

✓	Present for Advisory Council Meeting
A	Absent
V	Virtual Participation (AB 2449)
W	Waive

AIS Advisory Council

ANNUAL CALENDAR - COUNCIL FY 2024-25

MONTH	GUESTS/ACTIVITIES	AIS TOPICS	COUNCIL BUSINESS	
			Date Sensitive	Authority*
SEPTEMBER (9/9/24) Fall Prevention World Alzheimer's ANNUAL MEETING BL 6(E)(4)	HOMELESS SOLUTIONS AND EQUITABLE COMMUNITIES		❖ SWEAR-IN OFFICERS	IIIa 82.5(b) BL 4(A)(3)
			=> ADOPT ANNUAL CALENDAR	BL 5(C)(1)(a)(v)
			=> ADOPT ANNUAL REPORT	IIIa 82.16
			=> ADOPT ANNUAL SUBCOMMITTEES	BL 5(C)(2)(a)
			=> COUNCIL GOALS: Review Draft	A-74(E)(4)
			=> SUBCOMMITTEE CHAIR ANNUAL TRAINING	BL 5(C)(2)(a)
OCTOBER (10/14/24)	SARSIS	AGING ROADMAP ANNUAL REPORT	=> ADOPT COUNCIL GOALS	A-74(E)(4)
NOVEMBER (11/18/24) National Family Caregiver	SOUTHERN CAREGIVER RESOURCE CENTER	RETIRED AND SENIOR VOLUNTEER PROGRAM/SENIOR VOLUNTEER IN ACTION	• CSL CAUCUS REPORT: Sacramento	WIC 9302
DECEMBER (12/9/24)	LIVE WELL SAN DIEGO ANNUAL RPT/INDICATORS	OMBUDSMAN ANNUAL REPORT		CDA PM 13-04, III (C)
JANUARY (1/13/25)	OFFICE OF EMERGENCY SERVICES	PUBLIC HEALTH NURSE TEAM		
FEBRUARY (2/10/25)		IN-HOME SUPPORTIVE SERVICES	➤ APPOINT AREA PLAN SUCOMM.	BL 5(C)(3)
		HOME HAZARD REMOVAL PROGRAM/DIGNITY AT HOME FALL PREVENTION		
MARCH (3/10/25)	JEWISH FAMILY SERVICE OF SAN DIEGO	CALAIM	✓ APPOINT BUDGET SUBCOMM.	
APRIL (4/14/25)		HEALTH & COMMUNITY ENGAGEMENT TEAM	➤ AREA PLAN PUBLIC HEARING (25-26 Annual Update)	IIIa 82.1(a) A-74(C)(8) BL 5(C)(3)
MAY (5/12/25) Older Americans	HHSa BUDGET PRESENTATION per A-74(c)(8)	MULTIPURPOSE SENIOR SERVICES PROGRAM	⊕ APPOINT LEGISLATIVE SUBCOMM. APPOINT NOMINATING SUBCOMM.	A-74(C)(12) BL 5(C)(3)
			• CSL VACANCY ELECTION Next CSL Full Term Election: 2026	WIC 9302
JUNE (6/9/25) World Elder Abuse Awareness Alzheimer's & Brain Awareness June 30 - County FY ends	SAN DIEGO WORKFORCE PARTNERSHIP	ADVISORY COUNCIL STRATEGIC PLANNING	❖ DECLARE OFFICER NOMINATIONS	BL 4(A)(2)(b)
			=> COUNCIL GOALS: Report Status	A-74(E)(4)
			=> COUNCIL STRATEGIC PLANNING	N/A
			=> SUBCOMMITTEE GOALS 25-26 Discuss/develop in subcommittee mtgs	
				IIIa 82.12 BL 3(C)(2)
JULY (7/14/25) July 1 - County FY begins		ADULT PROTECTIVE SERVICES TEAM	⊕ COUNCIL: Leg. Policy Guidelines— conclude review, forward proposals	BL 5(C)(3)
			❖ ELECT OFFICERS	IIIa 82.5(a) BL 4(A)(3)
			=> EXEC/MEMBERSHIP SUBCOMM.	BL 5(C)(1)(a)
			Officer Transition & Brown Act	N/A
			Draft Annual Calendar	BL 5(C)(1)(a)(v)
			Draft Annual Report	IIIa 82.16 BL 1(B)(6)
			Draft Annual Goals	A-74(E)(4)
			Propose Subcommittees	BL 5(C)(2)(a)
AUGUST (no mtg.)				



Advisory Council for Aging & Independence Services

June 9, 2025 | 12:00 p.m.

5530 Overland Ave, Room 241/242

Virtual Participation

Call in: 1 (619) 343-2539

Meeting ID (access code): 224 849 240 117

Passcode: eg7c5wR2

Click here to [Join Teams Meeting](#)

AGENDA – DRAFT

* (attachment)

1. **Call to Order:** Susan Mallett, Chair
 - a. Welcome & Pledge of Allegiance
 - b. Guest/Member Introductions
 - c. Confirmation of Quorum (quorum = 13)
2. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.** (Possible Action)
3. **Standard Business**
 - a. Public Comment/Announcements: Members or non-members
 - b. Approval of May 12, 2025, Meeting Minutes (Action)*
4. **AIS Director's Items** (Possible action)
 - a. AIS Director's Update
5. **Guest Speaker**
 - a. San Diego Workforce Partnership
6. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
 - a. Chair's Report: Susan Mallett, Chair
 - i. Ancillary Subcommittee Appointments and Updates
 - ii. Ad Hoc Subcommittee Appointments
 - b. Membership Report: Jacqueline Simon, Secretary
 - c. Board of Supervisors Annual Visits (Dates posted as confirmed):

i. District #1: Vacant	[Vacant/Vacant]	
ii. District #2: Anderson	[Phillips/Nocon]	2/26/2025
iii. District #3: Lawson-Remer	[King/Colburn-Hargis]	1/31/2025
iv. District #4: Montgomery Steppe	[Bishop/Milroy]	10/11/2024
v. District #5: Desmond	[Vacant/Vacant]	
7. **Ancillary Subcommittee Oral Reports** (Possible action)
 - a. LTC Ombudsman/Facilities (met XX/XX/XX): Elaine Lewis, Chair



- b. Healthy Aging (met XX/XX/XX): Wanda Smith, Chair
- c. Affordability in Aging (met XX/XX/XX): David Milroy, Chair
- d. Nutrition (met XX/XX/XX): Shirley King, Chair

8. Council Strategic Planning

- a. Subcommittee/Council Goals Status Report*
- b. Issues for Consideration/General Discussion
- c. Subcommittee Goals Fiscal Year 2025-26

9. Ad Hoc Subcommittee Oral Reports (Possible Action)

- a. Nominating Subcommittee: Stephen Huber, Chair
 - i. Presentation of Nominees for Fiscal Year 2025-26 Officers
 - o Chair
 - o 1st Vice Chair
 - o 2nd Vice Chair
 - o Secretary

10. Other Announcements

11. Adjournment & Next Meetings:

Meetings are held at 5530 Overland Ave, Room 241/242, San Diego, 92123

Virtual meeting details are included on agendas at www.aging.sandiegocounty.gov/AISAdvisoryCouncil

Council Meeting: 5530 Overland Ave, Room 241/242, July 14, 2025, 12 noon

Future Subcommittee Meetings:

- | | | |
|-----------------------------|----------|------------|
| ➤ LTC Ombudsman/Facilities: | XX/XX/XX | 10:30 a.m. |
| ➤ Executive & Membership: | XX/XX/XX | 9:00 a.m. |
| ➤ Nutrition: | XX/XX/XX | 1:00 p.m. |
| ➤ Healthy Aging: | XX/XX/XX | 2:15 p.m. |
| ➤ Affordability in Aging: | XX/XX/XX | 10:30 a.m. |

This meeting is public, and the location is ADA accessible. If you are planning to attend and need special accommodations, please call (858) 495-5885 at least three days in advance of the meeting.

Supporting documentation and attachments for items listed on this agenda may be viewed at Aging & Independence Services, 5560 Overland Avenue, Suite 310, San Diego, CA 92123, or received by calling (858) 495-5885.

Advisory Council for Aging & Independence Services
HEALTHY AGING SUBCOMMITTEE
 April 14, 2025, 2:15pm
 5560 Overland Avenue, 3rd Floor, John Gaffaney Conference Room
 Call in: 1 (619) 343-2539
 Meeting ID: 210 078 344 97
 Passcode: c68pX3ii

COSD CLERK OF THE BOARD
 2025 MAY 9 PM 3:58

MINUTES - DRAFT

Members		Absent Members	Guests
Attendance:	Wanda Smith, Chair Susan Mallett David Milroy Bradlyn Mulvey Maureen Phillips Jacqueline Simon	Richard Spiering Paul Monarrez	Page Colburn-Hargis Cesar and Purita Javier
	Staff		
Item	Outcome		
1. Call to Order	Wanda Smith called the meeting at 2:12 pm a. Welcome & Guest/Member Introductions b. Confirmation of quorum (3) There was a quorum.		
2. Standard Business	a. Public Comments/Announcements: none b. Approval of March 10, 2025, Meeting Minutes (Action) c. [M/S Bradlyn Mulvey made the motion to approve the minutes from the last meeting and Jackie Simon seconded the motion. Maureen Phillips abstained but Minutes were approved.		
3. General Discussion	Reviewed the Healthy Aging Subcommittee's Goals for 2024-2027. The committee went over the goals and considered changes. Homework for the committee was to review the goals individually and to make suggestions for each of them for the next meeting. Unable to develop the chart for Aging Well Plan in time for this meeting.		
4. Next Meeting	May 12, 2025, at 2:15 pm at 5560 Overland Avenue, 3rd Floor, MSSP Conference Room		
5. Adjournment	Meeting adjourned at 2:56 pm		

Respectfully submitted by Bradlyn Mulvey, Secretary

Advisory Council for Aging & Independence Services
Long Term Care Ombudsman and Facilities Subcommittee
 February 24, 2025, 11:30 a.m.
 5560 Overland Ave, 3rd Floor, MSSP Conference Room
 San Diego, CA 92123

COSD CLERK OF THE BOARD
 2025 MAY 9 PM3:58

MINUTES - DRAFT

Members		Absent Members	Guests
Attendance:	Dan McNamara, Chair Elaine Lewis Bradlyn Mulvey Faye Detsky-Weil (virtual)		
	Staff		
	Sunita Upchurch, Brittney Willis,		
Item	Outcome		
1. Call to Order	Dan McNamara called the meeting to order at: 11:35 a.m. a. Welcome & Guest/Member Introductions b. Confirmation of Quorum (three present)		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member	Faye Detsky-Weil participated remotely		
3. Standard Business	a. Public Comments/Announcements: Members or non-members: none b. Approval of January 27, 2025 Meeting Minutes (Action) Motion: First: Elaine Lewis Second: Bradlyn Mulvey Abstain: 0 Passed unanimously.		
Names are noted when vote is not unanimous			
4. Review Discussion from Committee members	<ul style="list-style-type: none"> Effective today, the chairman, Dan McNamara, will be stepping down as chairman and member of the Long-Term Care Ombudsman and Facilities subcommittee due to his present workload. Elaine Lewis will be the committee's new chairperson. We discussed the possibility of recruiting volunteers from the Ombudsman Program to come to the subcommittee meetings to share their experiences and expertise. We discussed whether or not they had to be members of the AIS General Council. We thought they need not be General Council members. We reviewed three major focus points for the paper we will be writing: 1) the medical screening and the elimination of the FITT testing for the volunteer application, 2) the need for advertising to get the attention of more volunteers, and 3) the investigate any areas where the application process could be faster. The rough draft of the paper will be written by Elaine, and our next meeting will be a discussion of the draft in preparation for the final paper. 		
5. Next Meeting	Monday, March 10, 2025, at 10:30 am at 5560 Overland Avenue, 3 rd Floor, MSSP Conference Room		
6. Adjournment	Meeting adjourned at 12:30pm		

Respectfully submitted by Bradlyn Mulvey

Advisory Council for Aging & Independence Services
Long Term Ombudsman and Facilities Subcommittee
 April 14, 2025 10:30 am
 5560 Overland Ave, 3rd Floor, San Diego, CA 92123

COSD CLERK OF THE BOARD
 2025 MAY 9 PM 3:58

MINUTES - DRAFT

Members		Absent Members	Guests
Attendance:	Faye Detsky-Weil Elaine Lewis, Chair Bradlyn Mulvey, Secretary	Dan McNamara	Rhys Jones
	Staff		
	Sunita Upchurch, Brittney Willis		
Item	Outcome		
1. Call to Order	Elaine Lewis (Chair) called meeting to order at: 10:36 am Welcome & Guest/Member Introductions a. Confirmation of Quorum – three members present		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member	Not applicable.		
3. Standard Business Names are noted when vote is not unanimous	a. Public Comments/Announcements: Members or non-members: Elaine talked about the recent Live Well meetings she attended. She discussed the one-stop shop and the ALS and 211 systems b. Approval of (insert date) Meeting Minutes (Action) Motion: Elaine Lewis / Second Faye Detsky-Weil Passed unanimously		
4. Review Discussion from Committee members	Elaine Lewis presented a draft of the Recommendations that will be submitted to the general AIS Council. The committee examined the document and began revision. Missing information was suggested. Elaine and Bradlyn will bring their research for incorporation into the document. In addition to the paper, the committee discussed some ways to possibly help recruit more volunteers. Suggestions included advertising on social media platforms, KPBS, and the development of an interview and a podcast.		
5. Other Announcements	None.		
6. Next Meeting	May 12, 2025 at 10:30 am at 5560 Overland Avenue, 3 rd Floor		
7. Adjournment	Meeting adjourned at 11:42 pm		

Respectfully submitted by Bradlyn Mulvey, Ph.D., Secretary

Long Term Care Ombudsman and Facilities Subcommittee

Memo: Recommendation to the Aging and Independence Services General Advisory Council Date: April 2025

Introduction

In partial fulfillment of the LTCOF subcommittee's goals; the committee is to Monitor and Advise AIS on the Long-Term Care Ombudsman program standard of operations, goals, performance, and increasing the number of volunteers as well as advise on areas of concern related to long term care. To that end and after an exhaustive investigation and research, we make the following recommendations.

- First the Long-Term Care Ombudsman and Facilities Committee (LTCOC) commends the Office of the State Long Term Care Ombudsman Program (OSLTCOP) for managing and recovering from the Covid Pandemic. Volunteer numbers are growing again and the LTCOF has been able to decrease the time it takes to have a volunteer ready to start supporting people in long-term care facilities.

The LTCOC

- Research
Over the course of 2024, the LTCOF subcommittee has dedicated significant time to research LTCOF's policies and procedures at a state level and local level. Additionally, during our monthly meetings in an effort to understanding the challenges of the LTCOF program, we have invited LTCOF staff and other county members to join our meetings.
- Discovery/Findings
One of the key findings is that the LTCOF program has experienced a drastic reduction in volunteers since the implementation of fit testing for respiratory masks at initial/annual physicals. The respirator fit testing is required for all LTCOF staff/volunteers entering facilities in San Diego County. We have not found a similar requirement in any other OLTO programs in California. The physical, which takes place at Concentra, requires a basic document to be signed, indicating that a volunteer may have to undergo invasive testing because of the findings during the initial physical. This additional testing may include a pelvic examination.

These two findings have been identified as key barriers for LTCOF volunteers to remain in the program and for potential volunteers to proceed, resulting in insufficient volunteers to meet the program's needs.

- **Recommendations**

1. The LTCOF subcommittee recommends that the AIS General Council formally recommend to the AIS leadership team to remove the fit testing requirements for LTCOF program volunteers and revise the physical testing documentation to remove probing language. Fit testing should no longer be required as respirators are no longer required for all visitors and staff of Skilled Nursing Facility/Residential Care Facility for the Elderly (SNF/RCFE).
2. The San Diego County team should revise and create its own volunteer physical form in collaboration with Concentra to remove any language that is not pertinent to county volunteer work to avoid confusion for potential/current volunteers.

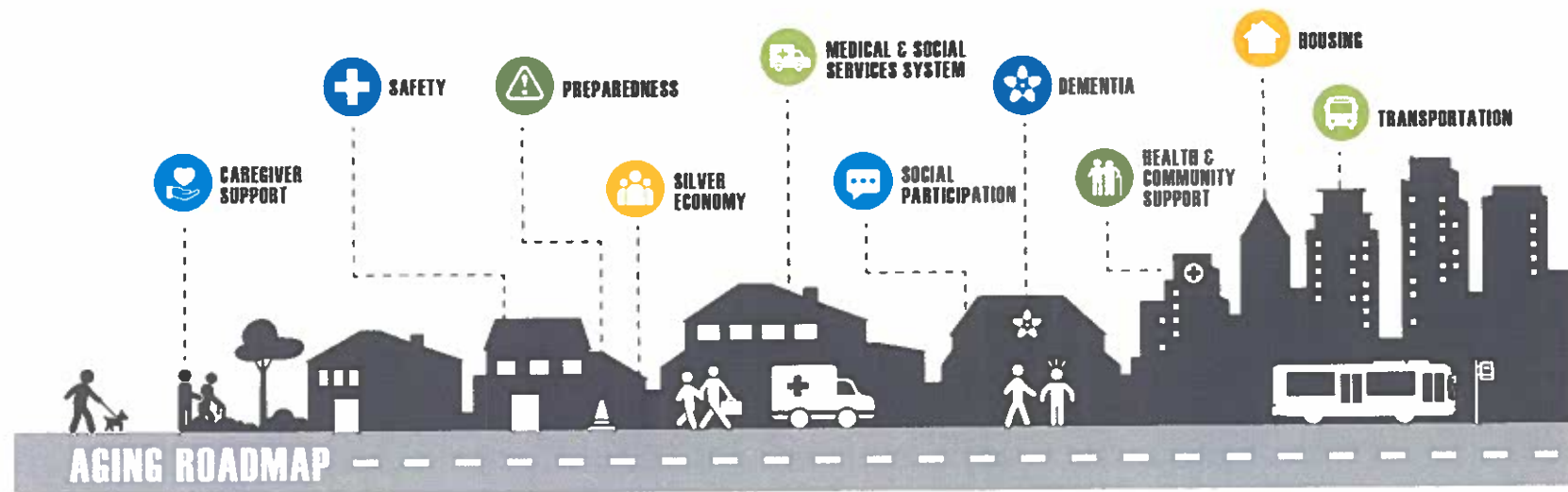
Next Steps

1. Discuss the recommendation at the AIS General Advisory Council meeting.
2. Outline recommended changes.
3. Formally submit the recommendation to AIS leadership.

APPENDIX: AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2024 – 2027

COUNCIL FOCUS: Use or gain expertise to identify, project, and anticipate needs and trends, and advise on AIS operational actions to address the needs of older adults and persons with disabilities.







AGING ROADMAP: County of San Diego's [regional plan](#) that is implemented and organized by 10 focus areas that collectively represent the County's comprehensive system of care, including both person-centered and community-wide efforts. Roadmap focus areas are as follows and identified throughout the Council's Goals:



GOALS 2024 – 2027

#	Goal	Timeline	Lead	Measure	Outcome	Status
1	Advise on the 4-year Area Plan for FY 2024-2028. 	Feb – May 2024	Ad Hoc Area Plan Subcommittee	<ul style="list-style-type: none"> Meeting date(s) Discussion Vote and authorization of Council Chair to sign letter of transmittal 	<ul style="list-style-type: none"> Ad Hoc Area Plan Subcommittee met on 2/12/24 and 3/8/24. Area Plan public hearing comment and consideration of acceptance during Advisory Council meeting on 3/11/24. Discussion included: Area Plan 2024-2028 updates and process and content of the Area Plan. The Ad Hoc Subcommittee recommends continued consultation, input, and monitoring of progress from Advisory Council. Authorization passed with 18 votes on 3/11/24. 	Completed























APPENDIX: AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2024 – 2027

1a	Advise on Area Plan updates for FY 2024-2025. 	Feb – May 2025	Ad Hoc Area Plan Subcommittee	<ul style="list-style-type: none"> Meeting date(s) Discussion Vote and authorization of Council Chair to sign letter of transmittal 	<ul style="list-style-type: none"> Discussion included: 	Not yet started
2	Monitor and plan for the expansion of services for older adults to meet the needs of the growing population. 	Ongoing	Ad Hoc Area Plan Subcommittee and Advisory Council	<ul style="list-style-type: none"> Discussion 	<ul style="list-style-type: none"> Discussion included: 	In progress
3	Find engaging speakers for the AIS Advisory Council general meetings. 	Ongoing	Advisory Council	<ul style="list-style-type: none"> Speakers 	<ul style="list-style-type: none"> Speakers' topics included: 	In progress
4	Expand participation in appropriate Auxiliary Subcommittees. 	Ongoing	Advisory Council	<ul style="list-style-type: none"> Meeting date(s) Discussion 	<ul style="list-style-type: none"> Auxiliary Subcommittee met on: Discussion included: Authorization passed: 	In progress
5	Participate in appropriate Ancillary Subcommittees. 	Ongoing	Advisory Council	<ul style="list-style-type: none"> Meeting date(s) Discussion 	<ul style="list-style-type: none"> Ancillary Subcommittee met on: Discussion included: Authorization passed: 	In progress
6	Research and make recommendations for priority areas to support economic security amongst older adults in San Diego. 	2024-25 Council Year	Affordability in Aging Subcommittee	<ul style="list-style-type: none"> Finding(s) 	<ul style="list-style-type: none"> Topics included: Recommendations: 	Not yet started





APPENDIX: AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2024 – 2027

7	Research and make recommendations for priority areas of healthcare programs and groups for older adults. 	Ongoing	Healthy Aging Subcommittee	• Finding(s)	• Topics may include, but are not limited to, where the older adult population meets, nutrition, socialization, geography/communities, disabilities, mental health, neurodegenerative diseases of AD, PD, FTD, Dementia, ways to increase awareness and education in hospitals re: geriatric issues.	In progress
7a	Research the impacts of isolation and explore the “Seniors Who Live Alone” topic. 	Ongoing	Healthy Aging Subcommittee	• Finding(s)	• Discussion included:	In progress
8	Review how older adults who have the greatest economic or social need are made aware of and utilize nutrition services including CalFresh benefits. 	Ongoing	Nutrition Subcommittee	• Finding(s)	• Topics may include review of nutrition resources and education through the AIS website, printed materials. • Examine the barriers to CalFresh benefit enrollment and how enrollment assistance is promoted.	In progress
9	Review the research and implementation efforts of local and national ‘food as medicine’ initiatives that focus on the integration of food for disease prevention and management. 	Ongoing	Nutrition Subcommittee	• Finding(s)	• Topics may include, but not limited to enhancing nutritional quality through increased fruit and vegetable consumption and the importance of good nutrition for older adults living with chronic health conditions.	In progress
10	Increase awareness about good oral health and dental treatment options through public insurance benefits. 	Ongoing	Nutrition Subcommittee	• Finding(s)	• Discussion included:	In progress
11	Identify disease risk reduction strategies and educational opportunities	Ongoing	Healthy Aging Subcommittee	• Finding(s)	• Topics may include cardiac health, diabetes, oral health care and nutrition, dementia and neuro-degenerative disorders and Parkinson’s disease.	In progress

APPENDIX: AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2024 – 2027

	for diseases and disorders affecting older adults. 					
12	Monitor and advise on AIS programs through presentations and site visits.  	Ongoing	Nutrition Subcommittee Healthy Aging Subcommittee	• Meeting(s) and date(s) attended	• Discussion included:	In progress
12a	Congregate Meals (Title III C1) and Transportation to Dining Sites (Title III B). Review nutrition education and in-service requirements for congregate sites.   	Ongoing	Nutrition Subcommittee	• Meeting(s) and date(s) attended	• Discussion included:	In progress
12b	Home-Delivered Meals (Title III C2)  	Ongoing	Nutrition Subcommittee	• Meeting(s) and date(s) attended	• Discussion included:	In progress
12c	SNAP-Ed (Cal Fresh)  	Ongoing	Nutrition Subcommittee	• Meeting(s) and date(s) attended	• Discussion included:	In progress
12d	Older Adult Health Promotion (Feeling Fit, Fall Prevention, etc.) and Healthy Aging in life-long learning.  	Ongoing	Healthy Aging Subcommittee	• Meeting(s) and date(s) attended	• Awareness and Promotion of local programs in lifelong learning to support Healthy Aging.	In progress
13	Monitor pending legislation in all goal areas and participate with respective committees and AIS staff in analysis of legislation.          	Ongoing	Advisory Council and Ad Hoc Legislative Subcommittee	• Legislation monitored	• Discussion included: • Recommendations:	In progress
14	Monitor and make	Ongoing	Long Term Care	• Date(s) of Choose Well	• Recommendations for improvement, including assessment	In progress

APPENDIX: AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2024 – 2027

	recommendations for enhancements to Choose Well. 		& Ombudsman Facilities	meeting(s) attended • Quarterly meetings.	of effectiveness or additional resources needed. • Discussion included:	
15	Advise AIS on legislation proposals and changes related to Skilled Nursing Facilities and Residential Care Facilities for the Elderly. 	Ongoing	Long Term Care & Ombudsman Facilities	• Legislation Monitored	• Raise and maintain awareness for the AIS Advisory council surrounding legislation related to skilled nursing facilities and residential care facilities for the elderly. • Discussion included:	In progress
16	Monitor and advise AIS on the Ombudsman program standard of operations, goals, performance, and increasing the number of volunteers as well as advise on areas of concern related to long term care. 	Ongoing	Long Term Care & Ombudsman Facilities	• Meeting(s) and date(s) attended	• Recommendations for improvement, including assessment of effectiveness or additional resources needed. • Discussion included:	In progress
17	Monitor and advise on success of existing technology programs and promote access to and utilization of technology. 	Ongoing	Advisory Council and All Subcommittees	• Finding(s) • Number and topic of media campaign	• Recommendations may include a media campaign to promote existing programs or identify opportunities for new programs.	Not yet started

Aging & Independence Services Advisory Council
Monday, April 14, 2025 | 12:00 p.m. – 2:00 p.m.
5560 Overland Avenue, 3rd Floor, Joaquin Anguera Room, San Diego, CA 92123

Call in: 1 (619) 343-2539
Meeting ID (access code): 224 849 240 117 | Passcode: eq7c5Wr2

MINUTES - DRAFT

COST ASSESSMENT APPEALS
2025 MAY 8 AM 11:01

	Members	Absent Members	Guests
Attendance:	Sabrina Bishop (joined at 12:37 p.m.) Paige Colburn-Hargis Faye Detsky-Weil Stephen Huber Ted Kagan Mina Kerr Shirley King Dennis Leggett Elaine Lewis Susan Mallett Silvia Martinez Dan McNamara David Milroy Bradlyn Mulvey Molly Nocon Maureen Phillips Taryn Patterson (virtual)	Jacqueline Simon Smith Sirisakorn Wanda Smith Kimberly Brown Mikie Lochner Paul Monarrez Richard Spiering	Justin Alexander (virtual) Tony Buenrostro (virtual) Tamara Degner (virtual) Akbar Majid (virtual) Thomas Johnson (virtual) Rhys Jones Jazmin Oregon (virtual) Matthew Parr (virtual) Angelique Richardson (virtual) Natalie Rogel (virtual) Kuni Stearns (virtual) Kristine Stensberg (virtual) Yvette Torres (virtual) Cristin Whittaker (virtual) J.E. Williams (virtual) Mike Wolday (virtual) Jasmin Zepeda (virtual)
	Staff		
	Allison Boyer Jennifer Bransford-Koons Kendall Bremner Dalija Dragisic Wendy Garcia Samantha Hasler Michelle Hollie-Luterick Jana Jordan	Skyler Moore Madelyn Ochoa-Wingate Robert Ramirez Kristen Smith Jennifer Sovay Sunita Upchurch Brynn Viale Long	
	Outcome		
1. Call to Order	Susan Mallett, Chair, 12:00 p.m. a. Welcome & Pledge of Allegiance b. Guest/Member Introductions c. Confirmation of Quorum: <i>19 present at this time.</i>		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.			

3. Standard Business	a. Public Comment/Announcements: Members or non-members b. Approval of March 10, 2025, Meeting Minutes (Action)* [M/S – T. Kagan / S. King (Passed with 17 votes, 2 abstained.)]
4. AIS Director's Items	Highlights included: <ul style="list-style-type: none"> • USAging Policy Briefing & Capitol Hill Day • Federal Changes • County Budget <ul style="list-style-type: none"> • We've been sharing community engagement opportunities related to the County budget. • This Thursday, April 17 at 5:00 PM, there's a family-friendly Budget Open House at the COC. Learn about the budget process, available services, and how to get involved. • The Advisory Council is (or will be) informed about the Guardian Angel program ending due to changes in the Area Plan. • Board Letter: AIS Fiscal Year 2025-2026 Revenue (Action)* <ul style="list-style-type: none"> • Attached is a Board letter for the May 6, 2025 meeting, requesting approval to accept revenue agreements and grants for FY 25–26 through FY 28–29 and to apply for future funding to support programs for older adults and people with disabilities. • These programs help individuals remain safely at home and access community resources. • Funding includes \$8,899,859 for FY 25-26, \$808,811 for FYs 26-27 and 27-28, and \$80,000 for FY 28-29. [M/S – S. King / D. Leggett (Passed with 19 votes.)]
5. Area Plan 2024-2028 – Update for Fiscal Year 2025-2026	a. Presentation & Discussion Highlights included: <ul style="list-style-type: none"> • Area Agency on Aging Purpose • Area Plan Update Components • Goals and Objectives • Service Unit Plan • Notable Changes • Minimum Percentage • Aging Roadmap Action Plan • Area Plan Ad Hoc Subcommittee • Public Hearing b. Public Hearing Comment c. Consideration of Acceptance d. Authorize Chair of Advisory Council to sign Letter of Transmittal (Action)* [M/S – W. Smith / J. Simon (Passed with 20 votes.)]
6. Guest Speakers	a. Aging & Independence Services, Health and Community Engagement Team Roberto Ramirez, <i>Health Promotions Manager</i> Daliya Dragisic, <i>Community Programs Manager</i> Highlights included: <ul style="list-style-type: none"> • Health Promotion • Aging Roadmap • CalFresh Healthy Living • Chronic Disease Self-Management & Feeling Fit Club • No-Cost Transportation & Digital Inclusion • Fall Prevention • Dementia Initiatives • Community Initiatives • Intergenerational Programs • Retired & Senior Volunteer Program • Outreach and Education

	<ul style="list-style-type: none">• South County Action Network (SoCAN)• North County Action Network (NorCAN)• CalFresh Expansion• Project Care• Family Caregiver Support Program• Caregiver Coalition of San Diego• Communications• AIS Quarterly Bulletin• Websites• Toolkits and Resource Guides															
7. Executive & Membership Subcommittee Report/Other Business	<p>a. Chair's Report: Susan Mallett, Chair</p> <p>i. Subcommittee Appointments and Updates</p> <p>a) LTC Ombuds/Facilities Subcommittee – Appoint Elaine Lewis to Chair (Action) [M/S – F. Detsky-Weil / T. Kagan (Passed with 18 votes.)]</p> <p>b) Affordability in Aging Subcommittee – Appoint Dennis Leggett (Action) [M/S – S. King / T. Kagan (Passed with 18 votes.)]</p> <p>ii. Auxiliary Subcommittee Appointments</p> <p>a) IHSS Public Authority Advisory Committee</p> <p>- Appointment of Sabrina Bishop (Action) [M/S – S. King / S. Sirisakorn (Passed with 19 votes.)]</p> <p>b. Membership Report: Jacqueline Simon, Secretary</p> <p>i. Appoint Cristin Whittaker to partial term (Action)</p> <p>- Seat #13, effective immediately, to expire 2/13/2027 [M/S – T. Kagan / F. Detsky-Weil (Passed with 19 votes.)]</p> <p>ii. Appoint Elaine Lewis to 2nd term (Action)</p> <p>- Seat #16, effective immediately, to expire 4/13/2029 [M/S – S. Bishop / F. Detsky-Weil (Passed with 19 votes.)]</p> <p>c. Board of Supervisors Annual Visits (Dates posted as confirmed):</p> <table><tr><td>i. District #1: Vacant</td><td>[Vacant/Vacant]</td><td></td></tr><tr><td>ii. District #2: Anderson</td><td>[Phillips/Nocon]</td><td>2/26/2025</td></tr><tr><td>iii. District #3: Lawson-Remer</td><td>[King/Colburn-Hargis]</td><td>1/31/2025</td></tr><tr><td>iv. District #4: Montgomery Steppe</td><td>[Bishop/Milroy]</td><td>10/11/2024</td></tr><tr><td>v. District #5: Desmond</td><td>[Vacant/Vacant]</td><td></td></tr></table>	i. District #1: Vacant	[Vacant/Vacant]		ii. District #2: Anderson	[Phillips/Nocon]	2/26/2025	iii. District #3: Lawson-Remer	[King/Colburn-Hargis]	1/31/2025	iv. District #4: Montgomery Steppe	[Bishop/Milroy]	10/11/2024	v. District #5: Desmond	[Vacant/Vacant]	
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iv. District #4: Montgomery Steppe	[Bishop/Milroy]	10/11/2024														
v. District #5: Desmond	[Vacant/Vacant]															
8. Ancillary Subcommittee Oral Reports	<p>a. LTC Ombudsman/Facilities (met 4/14/25): Elaine Lewis, Chair</p> <p>b. Healthy Aging (met 3/10/25): Wanda Smith, Chair</p> <p>c. Affordability in Aging (met 4/14/25): David Milroy, Chair</p> <p>d. Nutrition (met 4/9/25): Shirley King, Chair</p>															
9. Other Announcements																
10. Adjournment & Next Meeting	<p>Meeting adjourned: 2:00 p.m.</p> <p>Next Council Meeting: May 12, 2025, 12:00 p.m.</p> <p>5560 Overland Ave, 3rd Floor, Joaquin Anguera Room</p> <p>Future Subcommittee Meetings:</p> <table><tr><td>➤ Healthy Aging:</td><td>4/14/2025</td><td>2:15 p.m.</td></tr><tr><td>➤ Executive & Membership:</td><td>4/22/2025</td><td>9:00 a.m.</td></tr><tr><td>➤ Nutrition:</td><td>5/7/2025</td><td>1:00 p.m.</td></tr><tr><td>➤ LTC Ombudsman/Facilities:</td><td>5/12/2025</td><td>10:30 a.m.</td></tr><tr><td>➤ Affordability in Aging:</td><td>5/12/2025</td><td>10:30 a.m.</td></tr></table>	➤ Healthy Aging:	4/14/2025	2:15 p.m.	➤ Executive & Membership:	4/22/2025	9:00 a.m.	➤ Nutrition:	5/7/2025	1:00 p.m.	➤ LTC Ombudsman/Facilities:	5/12/2025	10:30 a.m.	➤ Affordability in Aging:	5/12/2025	10:30 a.m.
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➤ Affordability in Aging:	5/12/2025	10:30 a.m.														

Minutes respectfully submitted by Kendall Bremner.



In-Home Supportive Services Public Authority AGENDA ITEM

GOVERNING BODY

VACANT
First District

JOEL ANDERSON
Second District

TERRA LAWSON-REMER
Third District

MONICA MONTGOMERY STEPPE
Fourth District

JIM DESMOND
Fifth District

DATE: June 24, 2025

TO: Public Authority Governing Body

SUBJECT

ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY (DISTRICTS: ALL)

OVERVIEW

On May x, 2025 (x), the San Diego In-Home Supportive Services (IHSS) Public Authority Governing Body received the recommended IHSS Public Authority administrative budget of \$57,470,255 for Fiscal Year (FY) 2025-26 and set June 3, 2025, as the start date of public hearings for the budget. Today's action requests adoption of the FY 2025-26 final administrative budget for the IHSS Public Authority by resolution, which is required by State statute.

The County of San Diego (County)-operated IHSS program provides in-home assistance to approximately 46,200 low-income, aged, blind, and disabled individuals, enabling many to remain safely in their homes, thereby reducing the need for more costly placements in nursing homes or other care facilities. In-home assistance is provided to IHSS recipients by IHSS caregivers. The IHSS Public Authority provides numerous services to nearly 41,900 IHSS caregivers, including training, payroll services, funding for benefits, and State-mandated caregiver enrollment, including criminal background checks. The IHSS Public Authority also provides registry services to IHSS recipients in need of caregivers.

This item supports the County vision of a just, sustainable, and resilient future for all, specifically those communities and populations in San Diego County that have been historically left behind, as well as our ongoing commitment to the regional *Live Well San Diego* vision of healthy, safe, and thriving communities. This will be accomplished by providing support to low-income, aged, blind, and disabled individuals enabling many to remain safely in their homes.

RECOMMENDATION(S)

EXECUTIVE DIRECTOR

Adopt the Resolution entitled: ADOPT FINAL BUDGET FOR THE COUNTY OF SAN DIEGO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2025.

SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)

EQUITY IMPACT STATEMENT

The San Diego In-Home Supportive Services (IHSS) Public Authority conducts the California Department of Social Services State-mandated IHSS caregiver orientation, which provides detailed information regarding caregiver requirements and the IHSS program. This orientation and other requirements are mandated for prospective IHSS caregivers. IHSS caregivers assist IHSS recipients with in-home domestic and personal care services that include housecleaning, meal preparation, grocery shopping, laundry, bathing, and grooming.

To more equitably serve the community, the IHSS Public Authority utilizes available data from community feedback such as customer service satisfaction surveys, training surveys, community engagement events, and townhall meetings that lead to, and impact modifications to service delivery. Community feedback received resulted in the following:

- Creating customized training experiences for IHSS caregiver applicants needing special accommodations;
- Digitizing IHSS caregiver enrollment packets to improve the enrollment process;
- Attending and conducting job fairs throughout San Diego County, including the expansion to rural areas and virtual settings;
- Establishing and facilitating a virtual monthly IHSS caregiver support group; and
- Forming new relationships with community partners to provide additional resources to IHSS caregivers and recipients.

In addition, the IHSS Public Authority continues to provide vital documents and assistance in all eight County threshold languages, American Sign Language, braille, and increasing accessibility to services.

The IHSS Public Authority regularly gathers input regarding accessibility, inclusivity, and improvement of the IHSS program and IHSS Public Authority services from members of the IHSS/Public Authority Advisory Committee. The IHSS/Public Authority Advisory Committee is comprised of individuals who are current or past users of in-home caregiver services paid for through public or private funds, or as recipients of IHSS. Current or past users of in-home caregiver services make up at least 51% of the committee membership, and community members make up the remaining 49%.

Adopting the Fiscal Year 2025-26 administrative budget will allow the IHSS Public Authority to continue administering vital programs and services to caregivers and recipients who are part of under-resourced groups by identifying and removing barriers for engagement and participation.

SUSTAINABILITY IMPACT STATEMENT

Today's proposed action supports County of San Diego (County) Sustainability Goal #1 to engage the community in meaningful ways, Goal #2 to provide just and equitable access to County resources and services, and Goal #4 to protect the health and well-being of everyone in the region. This is accomplished by 1) requesting and responding to recommendations and feedback from community stakeholders; 2) expanding training services and increasing IHSS caregiver recruitment efforts throughout San Diego County; and 3) administering IHSS caregiver support

**SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)**

services that assist IHSS recipients with remaining in their own homes and avoiding institutionalization.

FISCAL IMPACT

The recommended action provides spending authority of \$57,470,255 for the In-Home Supportive Services Public Authority for Fiscal Year 2025-26.

BUSINESS IMPACT STATEMENT

N/A

ADVISORY BOARD STATEMENT

This item was presented to the IHSS/Public Authority Advisory Committee as an informational item on May 9, 2025, and to the Aging & Independence Services Advisory Council as an informational item on June 9, 2025.

BACKGROUND

The County of San Diego (County)-operated In-Home Supportive Services (IHSS) provides homemaker and personal care assistance to approximately 46,200 low-income, aged, blind, and disabled eligible individuals, who need help to remain safe and independent in their own homes and avoid more costly institutional placement in nursing homes or other care facilities. The IHSS Public Authority was established, in accordance with State law, to act as the Employer of Record for IHSS caregivers and negotiate with the labor union. The IHSS Public Authority provides a multitude of services to nearly 41,900 IHSS caregivers, including training, payroll services, funding for benefits, and State-mandated caregiver enrollment, including criminal background checks. Furthermore, the IHSS Public Authority operates a registry of caregivers, which assists IHSS recipients in need of identifying an available caregiver. The IHSS Public Authority works in partnership with the County-operated IHSS program serving both IHSS recipients and IHSS caregivers.

In the current Fiscal Year (FY) 2024-25, the IHSS Public Authority provided:

- State-mandated enrollment training to 6,443 IHSS caregivers;
- Training and education services to 1,906 IHSS caregivers on the State-mandated Electronic Timesheet System;
- Registry training to 1,556 caregivers; and
- IHSS and Waiver Personal Care Services Back-Up Provider System services to 416 IHSS recipients in urgent need of a temporary IHSS caregiver.

Throughout FY 2024-25, the IHSS Public Authority continued to build upon the partnership with the IHSS caregivers' union, United Domestic Workers Union of America (UDW). The IHSS Public Authority worked collaboratively with local UDW leaders to address matters concerning UDW members, participated at the UDW annual in-person Caregiver Appreciation Day, attended the UDW membership meetings, and hosted the IHSS Public Authority virtual Caregiver Appreciation Event with 538 attendees. Additionally, the IHSS Public Authority participated in the Collaborative Solutions Committee with UDW leadership to resolve pending labor negotiation

**SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)**

issues. This required effective communication between IHSS Public Authority staff, County staff, and UDW organizers.

Below is an overview of the overall recommended FY 2025-26 administrative budget:

Administrative Budget Component	Fiscal Year 2025-26	Comments
Salaries & Benefits	\$6,829,401	\$0.1 million decrease due to salary adjustments.
Services & Supplies	\$3,887,361	\$0.2 million increase due to insurance coverage costs.
Health, Dental, & Life Insurance Benefits for IHSS caregivers	\$46,753,493	\$6.4 million increase due to increase in insurance benefit contributions for IHSS caregivers resulting from program growth.
Total	\$57,470,255	\$6.5 million or 12.9% increase from the Fiscal Year 2024-25 Adopted Budget.

The recommended IHSS Public Authority administrative budget of \$57,470,255 for FY 2025-26 represents an increase of 12.9% from the FY 2024-25 Adopted Budget of \$50,923,327. This increase is mainly due to increased health benefit contributions for eligible IHSS caregivers. In accordance with the revised Memorandum of Understanding (MOU) with UDW, authorized by the IHSS Public Authority Governing Body on February 7, 2023 (1), the IHSS Public Authority contribution for health and life insurance benefits is calculated based on the number of paid IHSS hours, at \$0.63 per paid IHSS hour. The FY 2024-25 Adopted Budget for health and life insurance benefits is budgeted at 64,067,198 paid IHSS hours, and in FY 2025-26, providers are projected to deliver 74,069,037 hours of service based on continued program growth.

Furthermore, the approved MOU includes contributions from the IHSS Public Authority for non-health benefits, including a \$50,000 annual payment for job-related personal protective equipment supplies, and an annual contribution to the UDW Trust of up to \$40,000 for distribution to IHSS caregivers to cover the cost of transportation passes. Health benefits and other non-health benefits are funded by IHSS federal and State revenues.

Pursuant to California Government Code Section 29088, today's action will authorize approval of the IHSS Public Authority FY 2025-26 recommended administrative budget by adopting the Resolution entitled: ADOPT FINAL BUDGET FOR THE COUNTY OF SAN DIEGO IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY FOR THE FISCAL YEAR COMMENCING JULY 1, 2025.

SUBJECT: ADOPT FINAL FISCAL YEAR 2025-26 ADMINISTRATIVE BUDGET
FOR THE IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
(DISTRICTS: ALL)

LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN

Today's proposed action supports the County of San Diego 2025-2030 Strategic Plan Initiatives of Sustainability (Economy & Resiliency), Equity (Health & Economic Opportunity), Empower (Workforce & Innovation) and Community (Engagement, Safety, Quality of Life, Communications, & Partnership), and the regional *Live Well San Diego* vision by continuing to provide services to nearly 41,900 caregivers who assist approximately 46,200 low-income, vulnerable older adults, and disabled residents of San Diego County.

Respectfully submitted,

USE "INSERT PICTURE"
FUNCTION TO INSERT
SIGNATURE

Executive Director

ATTACHMENT(S)

Attachment A - ADOPT FINAL BUDGET FOR THE COUNTY OF SAN DIEGO IN-HOME
SUPPORTIVE SERVICES PUBLIC AUTHORITY FOR THE FISCAL YEAR COMMENCING
JULY 1, 2025