



October 27, 2018

**PCA WORKFORCE COUNCIL
2018 EMPLOYER FORUM
Saturday, October 27, 2018
Middletown Public High School
200 LaRosa Lane, Middletown, CT 06457
10:30 a.m. - 2:30 p.m.**

DRAFT AGENDA

- | | |
|--|---------------|
| 1. Welcome and Overview of the Day | 10:30 – 10:45 |
| 2. PCA Workforce Council Member Welcome | 10:40 – 10:45 |
| 3. How to Recruit and Interview the Ideal PCA For You | 10:45 - 12:15 |
| 4. Break/Refreshments | 12:15 - 12:45 |
| 5. 2018 PCA Collective Bargaining Agreement Update
and Question and Answer Period | 12:45 – 1:30 |
| 6. It's Coming! Electronic Visit Verification | 1:30 - 2:30 |
| 7. Close | 2:30 |

Session Briefs

Welcome and Overview of the Day – Susan Weisselberg, Deputy Secretary, OPM and Outgoing-Chair of the PCA Workforce Council and David Guttchen, Director, OPM, Health and Human Services Unit and Incoming-Chair of the PCA Workforce Council

A welcome to all attendees and brief introduction of what to expect for the day ahead.

PCA Workforce Council Member Welcome – Workforce Council member TBD

Welcome and brief overview of the mission of the Workforce Council and how to get involved.

Back By
Popular
Demand!

Includes
Expanded
Content!

How to Recruit and Interview the Ideal PCA For You – Sharon Denson and Theresa Nadeau

Strategies and tips for developing effective PCA job descriptions and conducting informative interviews to find the staff that best meets your needs.

2018 PCA Collective Bargaining Agreement Update and Question and Answer Period – Melissa Morton, Office of Policy and Management – Brief review of the key provisions in the 2018 Collective Bargaining Agreement between the PCA Workforce Council and the New England Health Care Employees Union, District 1199, SEIU.

It's Coming! Electronic Visit Verification – How Does it Work and How Can It Benefit Me and My PCA? – Kathy Bruni, Department of Social Services and Lori Grice, DXC Technology

Learn what Electronic Visit Verification is and how you can use it to eliminate paper timesheets and faxing and reduce payroll errors and delays.

Available All Day

Meet Your Fiscal Intermediaries – Staff from Allied Community Resources, Inc. and Sunset Shores will be available at a booth for the day to answer your questions or just say hello.

Meet State Program Staff – Staff from the Department of Developmental Services, Department of Social Services and the Office of Policy and Management will be available all day to answer your program specific questions.

Meet the PCA Workforce Council – Members of the PCA Workforce Council will be available throughout the event to talk with you about the work of the Council and answer any questions you may have about how you can get involved and/or stay connected.

Information Tables – There will be information tables set-up to provide you with written materials about many topics of interest including: (1) A summary of the Collective Bargaining Agreement; (2) Direct Deposit forms for your employees; (3) Descriptions of voluntary training courses available to your employees and more!!

Refreshments – Help yourself throughout the day! A light lunch will also be provided.