

Personal Care Attendant Workforce Council

MINUTES April 14th, 2016

Held at:

**Office of Policy and Management
450 Capitol Avenue
Hartford, Connecticut 06106**

Members IN ATTENDANCE: Susan Weisselberg, Mary Caruso, Carl Noll, Greg McMahon, Sheila Mulvey, Kathy Flaherty (*via phone*), Kathy Bruni (*via phone*), Reverend Joshua Pawelek

Members not in ATTENDANCE: William Myerson, Therese Nadeau

Other Participants/Members of the Public: Steve Bender – 1199 Training and Upgrading fund, Deborah Chernoff - 1199, Chris Drake Office of Policy and Management - Legal Counsel, Laura Welles - Sunset Shores, Marie Hughes - 1199, Valerie Giannelli - Allied, Karen Hansen – Allied, Noreen Noll

- **Called to Order 12:40 PM**

Introductions made

- **Public Comment:**
 - No public comment
- **Approval of Minutes:**

*Motion to approve minutes of the February 4, 2016 meeting made by Reverend Joshua Pawelek and seconded by Carl Noll. No changes or corrections to the minutes. **Minutes Approved.***

- **Training and Orientation Update:**
 - **Budget**
 - Legal contract and budget in place.
 - One meeting was held and one invoice has been submitted and approved for \$126,000.00 for “start-up cost.”

- There is another Training Fund Committee meeting scheduled for April 29th and there will most likely be another invoice submitted at that time.
- **Curriculum**
 - Steve Bender of 1199, invited to the table to discuss the curriculum (*Draft*) in more detail.
 - The Curriculum (*Draft*) and handouts were sent to Council members via email on April 7th, and hard copies handed out today at the meeting.
 - Discussion regarding referring to “Consumers” as “Employers” was discussed previously and was clearly reflected in the minutes of the February meeting.
 - “Consumer” will be changed to “Employer.”
 - Agreement by Council for Deborah Chernoff to speak.
 - Alternative language to be drafted.
 - Steve Bender to touch base with Fund Council and Deborah Schwartz to discuss alternative language prior to the meeting on April 29th. (Training Fund meeting)
 - Discussion/Concerns were discussed regarding “Employer” rights being integrated when there is an issue that may not be on the resource list in the Curriculum.
 - Resource list to be broadened, possibly a sentence added or something in the Curriculum, to lay out options for issues or concerns of employers.
 - Page 9 of the Curriculum: term “Surrogate” discussed. “Surrogate” to be replaced with the term “Authorized Representative” throughout, and included in glossary.
 - Page 15 of Curriculum: DSS to be added.
 - Page 18: Community 1st Choice is DSS not DDS. There needs to be a separate heading where they expand on DDS.
 - Reported that there is a call scheduled for Tuesday, April 19th to work on and re-write needed parts of curriculum. Once this is done, another version with highlighted changes will be circulated to the Council.
 - Page 22: Wage information will be removed
 - Page 22, 2nd paragraph on Workers Compensation changed.
 - Page 35: Discussion on “Mandated Reporters.” PCAs ARE mandated reporters at DDS.
 - Kathy Bruni reported she would check the statute to see where DSS falls with “Mandated Reporters.”
 - Chris Drake will confirm and draft appropriate language.
 - Page 23: 7th bullet needs to be re-phrased/add on to it.
 - Chris Drake will look at language for “Admission” and determine if language needs to be changed.
- **Orientation**
 - Orientation start target date is the 1st or 2nd week of June with a “Train the Trainers” scheduled for May 11th. The Trainers will be brought back in during the month of July for feedback and Council members will also be invited to this.
 - The schedule will be circulated to the Council members by Steve Bender.

- Any suggestions or edits need to be submitted prior to April 29th.

➤ **Review and Approval of Consumer Opt-Out Procedures for PCA Orientation**

○ **Per Collective Bargaining Agreement, to be established by PCA Workforce**

- *Draft* handed out to Council members.
- Informational mailings to go out to give the employers a heads up that this new procedure will be put in place.
- Valerie Giannelli from Allied said they could put something in their newsletter.
- Laura Wells from Sunset Shores reported they would be willing to do the same in their newsletter.

Laura Mirante will schedule a phone meeting/conference with the Council members for the week of April 25th, but prior to the 29th Training Fund Committee meeting.

➤ **Other Updates**

- No other updates at this time.

➤ **Executive Session**

- No Executive Session today.

➤ **Adjournment**

- Motion to adjourn made by Carl Noll and Seconded by Shelia Mulvey
- Adjourned 2:30 PM