

Personal Care Attendant Workforce Council

MINUTES July 13, 2016

Held at:
Office of Policy and Management
450 Capitol Avenue
Hartford, Connecticut 06106

Members IN ATTENDANCE: Susan Weisselberg, Mary Caruso, Sheila Mulvey, Kathy Flaherty
Therese Nadeau (*via phone*), George Chamberlain (*on behalf of Kathy Bruni*)

Members not in ATTENDANCE: William Myerson, Carl Noll, Greg McMahon, Kathy Bruni (*George Chamberlain on behalf of Kathy Bruni*)

Other Participants/Members of the Public: Steve Bender – 1199 Training and Upgrading Fund,
Deborah Schwartz - 1199, Chris Drake Office of Policy and Management - Legal Counsel, Eric
Gervais - Allied

- **Called to Order 10:06 am**

- **Public Comment:**
 - **No public comment**

- **Training and Orientation Update**

Orientation was launched on July 5, 2016. Prior to this, there were mailings by 1199 and the Fiscal Intermediaries. (FIs).

Email and Phone line set up and posted on the PCA Workforce Council webpage as reported by Chris Drake, and as of July 12, 2016, there were approximately 94 phone calls received and approximately 20 emails. FIs and 1199 TUF also reported receiving calls.

Discussion on if PCAs may need classes further towards Danielson and Torrington. If there are enough requests, this will be set up with a couple sessions out that way. There is a session scheduled for Litchfield at the library that will be held in September.

Mary Caruso reported that she completed the Opt-Out forms and thought there should have been a spot on the form for the employer to be allowed to sign off without having every single PCA sign off on it.

With the Opt-Out date, and PCAs on vacation or out of the Country or State, it made it hard to have PCAs sign off on prior to the deadline date.

Opt-Out forms will need to be looked at again and changes may be needed in the way signatures are required.

Language on Page 12 needs to be changed from “terminated” to “suspension.” Article J – Language to be changed in flyer too.

Translation service in place for Polish, Spanish, Creole and other languages as needed.

Steve Bender gave an update. Opt-out list was being sent to 1199 and list being updated and names removed as needed. A September schedule was to be sent to Chris Drake for circulation. July and August there were over 1,000 PCAs signed up for training/orientation. Electronic surveys almost complete (CWEALF) and will be sent to Chris Drake for distribution to Council members.

Allied reported to have over 60% of people who do not use computers and a hard mailing will be needed.

A Focus Group with Consumer Employers will be planned for the fall possibly with CWEALF.

The survey will have an added question for Consumer employers.

Fund Committee meetings need to be scheduled.

CWEALF and Training Sub-Committee meeting to be convened. Work with Chris Drake to schedule this.

Training for Consumer employers should be thought out and possibly added to the survey as a question.

Fund Committee meetings to be held more often than quarterly during this process of orientation and training. Next meeting should be held at the end of July. There is a significant crunch of monetary activity.

➤ **Approval of Minutes:**

- Motion to approve minutes made by Kathy Flaherty and seconded by George Chamberlin – Minutes approved

➤ **Other Updates**

- No other updates at this time.

➤ **Executive Session**

- 11:17 am

➤ **Adjournment**

- Adjourned 12:40