

Personal Care Attendant Workforce Council

**MINUTES
August 15, 2014**

Held at:

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

***Members IN ATTENDANCE:* Karen Buffkin, Mary Caruso, Carl Noll, Greg McMahon, Sheila Mulvey, William Meyerson**

***Members NOT IN ATTENDANCE:* Leslie Simoes, Janet L. Van Tassel, Priscilla Tone, Kathy Bruni**

***Also IN ATTENDANCE:* Deborah Schwartz, from local 1199, Representatives from Allied**

- **Amended Agenda handed out to Council**

Called to Order 11:12 AM

New member William Meyerson. Introductions by the Council made.

- **Public Comment**

- Discussed and agreed at the last Council meeting to allow for public comment period.
No public comments.

Motion to amend agenda made by Mary Caruso and 2nded by Carl Noll – Agenda amended

- **Approval of Minutes:**

Motion to amend minutes of the June 20th meeting to reflect the conversation surrounding issues was with regard to both registries and further agreed there is a need to promote greater “universality” in procedures for recruiting staff.

Motion made by Sheila Mulvey and 2nded by Carl Noll – Minutes amended

➤ **Update on Sub-Committees/Workgroups**

❖ **Recruitment/Retention/Referral Workgroup**

- Draft of Minutes from the meeting on July 10, 2014 have been posted to the web.
- Meeting of August 7, 2014 was cancelled and the next meeting is scheduled for September 3, 2014 at 10:00 a.m.
- Mary Caruso will send out an email reminder for the next meeting, but informs all those present she will not be in attendance on September 3rd. Meeting should go forward in her absence.
- Carl Noll reported on the discussion at the meeting that a decision on Data Management Service and that there should only be one.
- Mary Caruso reported on the discussion they had surrounding what information should be put down and what the registry should be comprised of.
- Greg McMahon reported that “Rewarding Works” just signed a two year contract with the Department of Developmental Services.
- Greg McMahon offered to do a presentation for the group if needed. Will be coordinated with Mary Caruso.
- Allied will have representation at the meetings.

❖ **Training Workgroup**

- Workgroup reports they met last Monday for a meeting.
- Came up with more questions for the list of “Frequently Asked Questions.”
- Karen Buffkin explained there are two separate aspects of the training.
 - Employees
 - Consumers
- Council has a larger charge than the Labor Management Committee under the Statute
- Sheila Mulvey reported on discussion they had around funding.
- Karen Buffkin reported that funding is set up under the State Budget. Funding for training is only for the PCA’s at this time.
- Minutes from Training Sub Committee handed out by Karen Buffkin.
- Sheila Mulvey is looking in to working with the adult education folks in the state.

- There are 25 slots set aside for the PCA's to apply for the training that is offered at Capitol Community Technical College.
- Karen Buffkin informs members that the subcommittees must adopt agenda and meeting dates for the year, including next year, and that the dates for the 2015 meetings have to be adopted by December 2014. Minutes also need to be taken and submitted for posting to the web site. If meeting is cancelled, notification to go to Laura Mirante.

❖ **Labor Management**

- Held the 1st Committee meeting last month.
- Addressing Personal Time off.
- Next meeting is scheduled for August 28, 2014 at 10:00 a.m.

Karen Buffkin will look in to creating links to make website more visible and easier to locate for the PCA Workforce Council. Passed out **Draft** of "Frequently asked questions," for everyone to view. Comments on anything that should be added or clarified can go to Karen via email. These are geared towards the Consumer. Karen will forward questions from Don Waddell to the Council.

➤ **Adjournment:**

- Motion to adjourn made and seconded.
- Meeting adjourned – 12:09 p.m.