

Personal Care Attendant Workforce Council

Draft MINUTES October 8, 2019

Held at:

Department of Social Services
55 Farmington Avenue
Hartford, Connecticut 06105

Members IN ATTENDANCE: David Guttchen (Chair), Kathy Bruni, Mary Caruso, Kathy Flaherty, Denise Paladino, Sheila Mulvey, and Katie Regan.

Members EXCUSED: Sharon Denson

Other Participants/Members of the Public: Steven Bender – 1199 Training & Upgrading Fund; George Chamberlin – Department of Social Services (DSS); and Melissa Morton - Office of Policy and Management (OPM).

➤ Called to Order

- Meeting called to order by David Guttchen at 9:30 A.M.

➤ Introductions

- Introductions made by all attendees.

➤ Approval of Minutes from July 9, 2019

- Motion made by Kathy Flaherty and seconded by Denise Paladino. No discussion on the minutes. Minutes unanimously accepted and approved as final.

➤ Membership Update

- Melissa Morton informed members that formal appointments are still pending but the Office of the OPM Secretary is making efforts to push nominations along.
- Melissa Morton informed the Council that there is still an opening for a member “representing the interests of elderly consumers.” Melissa reached out to Sharon Denson’s nominee Gina Marino, Director of the West Hartford Senior Center. However, Ms. Marino never responded to repeated e-mails and a phone call. Therefore,

new nominees are needed. Several members stated that they had potential nominees in mind and would send them to Melissa.

➤ **Employer Forum**

- Melissa Morton provided an update on the planning. Highlights are as follows:
 - Mary Caruso and Sam Bode helped the Council secure the North Branford Intermediate School free of charge. Mary and Melissa met with school staff and viewed the space. It will work very well.
 - A volunteer sign-up sheet will go out to members this week.
 - Invitations were sent out to employers via evite and FIs sent out hard copy invitations. Members were encouraged to share widely.
- Denise Paladino announced that Department of Developmental Services Self Advocate, Carol Grabbe, has agreed to sit on the afternoon panel to represent employers and discuss the importance of good communication between employers and employees.

➤ **Transition to Weekly Payroll**

- David Guttchen reviewed the Letter of Agreement signed by the Council and 1199 that outlines the transition to weekly payroll as required by the Collective Bargaining Agreement (CBA). He noted that the January transition date allows for adequate time to communicate the change to Consumer-Employers and Personal Care Attendants (PCAs).
- David and Melissa will meet with 1199 in November to discuss the transition to make sure it goes smoothly for all involved.

➤ **PCA Voluntary Trainings**

- Melissa Morton informed Council members that PCAs began receiving stipends for attending voluntary trainings (with the exception of CPR) in September. PCAs will receive the minimum PCA hourly rate of pay effective at the time of the training. PCAs will only receive the stipend if they complete the full training course and cannot get paid for attending the same training twice. The State is covering the cost of stipends. Stipends will not come out of Consumer-Employer budgets. TUF is tracking attendance to see if the provision of stipends increases participation in voluntary trainings.
- Steve Bender, Executive Director, 1199 Training and Upgrading Fund (TUF), provided a report on enrollment and attendance for voluntary trainings so far, and noted that he is encouraged by the initial numbers.
- Steve also announced that TUF's first CNA certification class through Capitol Community College will graduate in November. This first session consisted of day and evening course offerings and was 100% funded with grant funds through Capital Workforce Partners. TUF is working on a plan to implement future courses at other Community Colleges. Currently, TUF has allocated \$60,000 to provide CNA cohort classes.

➤ **Other Business**

- Melissa Morton announced that Paul Ford, program staff at DSS, will be taking over responsibility for answering the PCA hotline and e-mail box. Melissa acknowledged the excellent work of Sallie Kolreg who has managed the hotline and e-mail for the last year.

➤ **Public Comment**

- None.

➤ **Motion to Enter Executive Session**

- Motion to enter Executive Session made by Kathy Flaherty and seconded by Sheila Mulvey. All in favor. The Council entered Executive Session at 10:25 A.M.

➤ **Motion to End Executive Session and Enter into Public Meeting**

- Motion to end Executive Session made by Kathy Flaherty and seconded by Denise Paladino. All in favor. The Council entered back into a public meeting at 10:48 A.M.

➤ **Motion to Adjourn**

- Motion to adjourn made by Sheila Mulvey and seconded by Katie Regan. All in favor. Meeting adjourned at 10:49 A.M.

➤ **Next Meeting**

- The 2020 meeting schedule of the PCA Workforce Council will be established via e-mail.