

Personal Care Attendant Workforce Council

Draft MINUTES January 8, 2019

Held at:

Office of Policy and Management
450 Capitol Avenue
Hartford, Connecticut 06106
Conference Room 3A

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

Members not in ATTENDANCE: Therese Nadeau; Sharon Denson (excused).

Other Participants/Members of the Public: Melissa Morton - Office of Policy and Management (OPM); Kristen Brierley - OPM; Dawn Lambert - Department of Social Services (DSS); Deborah Schwartz – 1199 SEIU.

➤ Called to Order

- Meeting called to order by David Guttchen at 9:35 A.M.

➤ Introductions

- Introductions made by all attendees in-person and attending via conference call.

➤ Approval of Minutes from October 11, 2018

- Motion made by Kathy Bruni and seconded by Denise Paladino. No discussion on the minutes. All in favor. Minutes accepted and approved as final.

➤ Remarks by former PCA Workforce Council Chair and OPM Deputy Secretary, Susan Weisselberg

- Former Chair, Susan Weisselberg briefly joined the meeting to thank members for their work with implementation of the PCA Collective Bargaining Agreement (CBA) and to

acknowledge the many accomplishments of the Council. She encouraged members to continue their commitment and work into the future.

- Susan informed the Council that her position as Deputy Secretary officially ends this week but that she will be staying on at OPM as a Temporary Worker Retiree (TWR) until at least the end of January to assist with the transition to the new administration.
- Chair, David Guttchen and Council members thanked Susan for her work, leadership and dedication as Chair of the Council.

➤ **PCA Medicaid Provider Agreement**

- Kathy Bruni, DSS, informed the Council that based upon feedback received at the October 11th Council meeting, the DSS legal team has just completed a total rewrite of the PCA Medicaid Provider Agreement using plain language. The revised document is currently moving through the internal DSS review process. Kathy anticipates the internal review to be completed in approximately 60 days, at which time the document will be shared with the Council for feedback.
- Kathy Flaherty thanked Kathy Bruni and the DSS legal team for accepting feedback and making the revisions. David Guttchen also expressed his gratitude to DSS on behalf of the Council and acknowledged the difficulty of creating a plain language document of this type.

➤ **Electronic Visit Verification (EVV) Negotiations and Roll-Out**

- Kathy Bruni provided the following update on EVV:
 - The pilot is moving forward and includes 19 actively participating consumer-employers and their PCAs (approximately 80 -100).
 - Of the 25 pilot participants enrolled, 3 dropped out and a few have signed-up to take part in the pilot and received training but have never used the system.
 - All pilot participants provided by 1199 SEIU were contacted and offered an opportunity to participate in the pilot.
 - A survey will be disseminated to all pilot participants (employers and PCAs) at the end of the pilot period to gather feedback that can be used to inform the statewide roll-out.
 - Negotiations for the roll-out between the PCA Workforce Council (led by Kristen Brierley of OLR) and 1199 SEIU (led by Deborah Schwartz, 1199 SEIU) are scheduled for January 15, 2019.

➤ **Training and Upgrading Fund (TUF) Update**

- Melissa Morton, OPM, announced that staff from TUF were unable to attend today's meeting but did submit a written update. Melissa highlighted the following items from the update:

- CT Money School offering being eliminated due to low interest.
 - CPR and Alzheimer's trainings have received favorable feedback and will continue into 2019.
 - Three new trainings are scheduled to start: (1) I-home food handler; (2) Caring for caregivers; and (3) Basic computer skills
 - Melissa will request copies of the training curriculum from TUF prior to the start of training.
 - Melissa will work with TUF and 1199 to schedule a Fund Committee meeting for this quarter.
- Sheila Mulvey asked that medication certification training be offered to PCAs. She feels it is important and should be discussed. Kathy Bruni noted that this training may be a unique DDS need because through DSS self-direction a participant can direct a PCA to administer medication without medication certification training. Melissa said she can put this on the agenda for the next Fund Committee meeting.

➤ **Workers' Compensation**

- Dawn Lambert, DSS, and Denise Paladino, DDS, provided the following update on workers' compensation coverage:
- All consumer-employers covered by the CBA have workers' compensation coverage as of January 1, 2019 through Atlantic Charter.
 - There are many ongoing administrative details that DDS and DSS are working to resolve.
 - Initial notices regarding workers' compensation coverage have been mailed to all consumer-employers.
 - Consumer-employers with existing workers' compensation policies also received a form to sign and return indicating that they are approving the cancellation of their prior coverage on the assigned risk market. It may be a challenge to get forms signed and returned by consumers. A return date of January 14th was included on the notice but that is an arbitrary date and there are no ramifications if submitted after that time.
 - The National Council on Compensation Insurance (NCCI) has informed DSS that the State cannot receive a full pro-rated return of premium without the signed cancellation form from the consumer-employer. NCCI has informed all carriers on the assigned risk market of the new workers' compensation offering on the voluntary market. Therefore, the carriers in the assigned risk market will start terminating policies without a signed form but will then only return a much smaller portion of the pro-rated premium than the actual calculated pro-rated return of premium. This has no effect on the PCA or consumer-employer, it is only relevant to costs incurred by the State.
 - The FIs are mailing out the notice of workers' compensation coverage for consumer-employers to hang in their homes.

- There was discussion regarding how a worker will know what to do when injured on the job. Deborah Schwartz asked about the development of a Frequently Asked Questions (FAQ) document. Denise and Dawn said that they are working on a FAQ document that will be ready in a few weeks. They encouraged Deborah to send member questions to Melissa Morton so that they can be included in the FAQ. Melissa Morton reminded the group that information regarding how to file a claim is on the notice hanging in a consumer-employer's home and there is a step-by-step guide to filing a claim as well as necessary forms on the Workers' Compensation Commission's web site <https://www.wcc.state.ct.us/>.

➤ **Public Comment**

- There was no public comment.

➤ **Other Business**

- There was no other business raised.

➤ **Motion to Adjourn**

- **Motion to adjourn made by Kathy Bruni and seconded by Denise Paladino. Meeting adjourned at 10:26 A.M.**

➤ **Next Meeting**

- The next meeting of the Workforce Council is scheduled for April 9th at 9:30 AM at the Office of Policy and Management.