

**IN-HOME SUPPORTIVE SERVICES  
PUBLIC AUTHORITY OF MARIN  
STRATEGIC PLANNING COMMITTEE MEETING MINUTES**

Date and time:	April 13, 2026, 11:00pm – 12:30pm
Location:	Meeting conducted in person
Board Members Present:	Michael Harris, Shelley Norris-Alvarez, and Jonathan Frieman
Absent:	Beth Gray
PA Staff:	Dario Santiago, Marta Villela and Julia Hansen
Special Guest:	None
Recorder:	Shelley Norris-Alvarez
Next Meeting:	April 13, 2026

### **Call to Order**

Shelley Norris-Alvarez chaired the meeting.

### **Public Comment**

No one was present from the public that attended the meeting.

### **Key Performance Indicators Review**

#### **Goal #1: Increase Provider wages to make them competitive**

- Efforts to meet with Board of Supervisors to discuss wages has made an impact on the Supervisors.
- Emergency Back-up program may lose funding. Jonathan will meet with Mike McGuire to encourage support the Emergency Back-up Program. The PA Marin had 121 requests for emergency back-up, 83 fulfilled, and a total of 260 working days over the past year. Providers are getting \$2.00 over the base wage. The maximum hours allowed for a recipient to receive EBUP is 80 hours, but after 40 hours the Provider can be hired as a permanent worker. Most of the costs for EBUP goes to the administration at \$3 to 4 million. The cost for the actual services is \$300,000. Assembly is considering increasing the Provider wage to \$5.00 to \$7.00 an hour over the base rate. The State Assembly seems supportive of Providers and decreasing the administrative cost. State Senate and Assembly seem to support slashing administrative costs and seem opposed to cutting workers. To make a data driven argument for keeping the EBUP, Dario will get more data on actual costs of the program. Michael will look into the cost of SNF's and ER visits per day to demonstrate the cost savings of the EBUP.
- When the need arises for a Back-up Providers, Michael suggested sending out a group text to help alleviate the time intensive practice of calling different Providers who have expressed a willingness to provide this service.
- As a contingency plan, should the EBUP be eliminated, Marin PA will look at the policy regarding the expedited registry and revise as needed. The policy allows for the PA to pick a provider on the recipient's behalf.
- Since PA Marin has new board members, it was recommended that they attend the CSDA conference in July in San Rafael, to receive training regarding the funding/budget. Jonathan will request Talia return to give an overview of the big picture regarding funding. Michael will encourage Board Members to attend the CSDA conference.

#### **Goal #2: Increase Provider recruitment and retention**

- Public Authority Marin continues to meet the objective of securing funding for fingerprints.
- Every Recipient gets a Handbook which explains their role as an employer. They sign that they acknowledge they understand their role. The Handbook is in Spanish and English.

#### **Goal #3: Improve Quality of Care to Recipients**

- Satisfaction surveys have been distributed to Recipients and Providers to rate quality of service.

- Recommended that a post test be given to ensure that Providers who attend training understand the material provided. Dario will speak with the instructor to see if she can provide post tests at the end of the classes.

### **Review Annual Report 2025-26**

- Recommendation to add to the annual report a section to recognize Providers for their various years of service. TBD
- Recommendation to add photos of staff
- Recommendation to relate relevant statistics to the Strategic Plan.

### **Adjourn**

Meeting was adjourned.

**Next Meeting: July 13<sup>th</sup> 11:00AM-12:30PM**



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