

Personal Care Attendant Workforce Council

MINUTES July 15, 2015

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 (*via phone*), Kathy Bruni, Therese Nadeau

Diane Fitzpatrick, Office of Labor Relations, Susan Weisselberg, Deputy Secretary

Members of the public in attendance

Called to Order 10:21 AM by Karen Buffkin, Chair

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

- **Approval of Minutes:**

*Motion to approve minutes from May 1, 2015 meeting made by Kathy Bruni: Seconded by Greg McMahon. No changes to the minutes. **Minutes Approved***

PCA Council Member list passed out to check for accuracy. Carl Noll and Mary Caruso to follow up with appointments. Mary Caruso reported she spoke with House Minority Leader Themis Klarides' office last week and they are working on the appointment.

Therese Nadeau, new Council member, introduced and welcomed by Karen Buffkin. Therese is one of the Governor's appointments, and Council members introduced themselves to Therese.

Therese Nadeau introduced herself and gave her background.

Collective Bargaining Agreement will be sent to Therese Nadeau via email by Laura Mirante.

Karen Buffkin, Chair, announced she was withdrawing from the Council and introduced Susan Weisselberg as her replacement. Susan Weisselberg will be Secretary Barnes appointment to the Council and the new Chair for the Personal Care Attendant Workforce Council.

➤ **Update on Sub-Committees/Workgroups: Recruitment/Retention/Referral, Training and Labor Management**

- Recruitment/Retention/Referral
 - Combined Training Group with Recruitment/Retention/Referral meetings in an effort to Network better considering the limited numbers on both groups.
 - Last meeting with the combined groups was held on July 8th.
 - Minutes from the meeting passed out to all members.
 - Directory was not discussed as much as there was so much to do for the training part.
 - Greg McMahon reported that they adopted the same calendar schedule.
 - For future meetings, one set of minutes for both groups will be taken and submitted. There is nothing prohibiting this, but the votes do need to be separate, with members of the Training Group voting on their pieces and the Recruitment/Retention/Referral Group voting on theirs.
 - Greg McMahon reported they are looking at college classes, and Capitol Community College seemed to have a lot of options for training.
 - Mary Caruso reported she did work at home and also found good classes at Manchester Community College and Naugatuck Valley. She reported she would get more information on Naugatuck for the next meeting.
 - Greg McMahon reported the group was leaning towards using existing resources versus trying to find trainers and coordinating training. He believes going with something that already exists is a better resource.
 - Sheila Mulvey reported she looked in to the Massachusetts PCA Workforce Council website and believes they are in line with what the CT PCA group is looking to do. She suggested everyone look at the website, and in particular, the orientation piece. She found the MA PCA Workforce to be very specific on their training requirements.
 - Karen Buffkin inquired of the group if they saw a need to have someone visit from Massachusetts.
 - Sheila Mulvey offered to contact and work with Massachusetts PCA Workforce Council, to try to get someone from there to attend the next meeting, which is scheduled for August 31, 2015.
 - Greg McMahon reported that in reviewing the contract, through discussions at their meeting on July 8th, there was a call for a group to begin work for the funding piece.
 - Karen Buffkin reported that once the PCA Workforce Council is fully appointed, and there is a full Council, there will be a discussion on forming a group to handle the Training Organization Fund.

- Discussion regarding the PCA's finding their own courses to attend classes, then submitting the paperwork for reimbursement.
 - A list should be offered of the courses that are reimbursable.
 - Further discussion regarding if there is a course they wish to take that is not on the list, they would then submit their request to the Training Group for approval.
 - Diane Fitzpatrick reported there is 75% tuition reimbursement that is offered with some of the bigger bargaining units.
- **Labor-Management**
 - Update on the Labor Management Sub-Committee given by Diane Fitzpatrick. She reported there was a conference call on Friday, July 10th with the Fiscal Intermediaries and agreed upon separate checks being issued that would identify PTO 1 or PTO 2. (Identification in paychecks)
 - Fiscal Intermediaries are getting a date together for the next cycle and will be submitting it to Diane Fitzpatrick by the end of August, beginning of September, as reported by Diane Fitzpatrick.
 - Diane Fitzpatrick sent a draft letter to the Fiscal Intermediaries for them to send to the consumers. This draft letter will be submitted by her, to Laura Mirante to forward to all the Council Members for review. Once the Council Members receive this draft letter, they will submit any questions they believe people might have to Diane Fitzpatrick.
 - Greg McMahan reported Negotiations will be starting again sometime in September and will be wrapping in discussions RE: ILST, wage, and new contract.
- **Motion to go in to Executive Session and to invite Diane Fitzpatrick and Susan Weisselberg in to Executive Session, made by Greg McMahan and seconded by Kathy Bruni –Approved**
 - **Motion amended to include Therese Nadeau's Personal Assistant - Approved**
 - **Executive Session 11:00 AM.**
 - **Motion to Adjourn, Carl Noll and seconded by Therese Nadeau. Approved 11:38**