

Personal Care Attendant Workforce Council

MINUTES October 17, 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 (arrived during meeting), Sheila Mulvey, Jan Van Tassel, Kathy Bruni**

***Members NOT IN ATTENDANCE:* Priscilla Tone, William Meyerson**

No members of the public in attendance

Called to Order 11:38 AM

➤ **Public Comment**

- No members of the public present

➤ **Approval of Minutes:**

*Motion to approve minutes from August 15, 2014 meeting made by Carl Noll: Seconded by Sheila Mulvey. No changes to the minutes. **Minutes approved***

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

karenkarn

- Draft passed out for directory
- Valerie Dianelli was at the last meeting with great suggestions for the directory. She spoke about different labels for employees and whether it should be called “Personal Assistant Directory.” Believes this would be more user friendly for all.
- Mary Caruso reported she went on MyPlace and almost none of the clicks/links worked.
- Jan Van Tassel said they are trying not to use the term “care” in the directory.

- Carl Noll reported that Laura Welles from Sunset has been helpful and would attend the next meeting.
- Possibly have different links for qualification/experience
- Sheila Mulvey stated they are using co-occurring instead of dual diagnosis
- Changes made by discussion
- Need to look at what Allied and MyPlace are doing on their Directory. Links for MyPlace to be checked out for issues.
- Greg McMahon and Sheila Mulvey had a conference call/meeting for the Training sub-committee. Leslie Simoes has resigned and group no longer has a Chair.
- Minutes from their meeting passed out.
- Possibly moving the December meeting to January.
- Jan Van Tassel reports for all that she will be going out of the Country for one month for scheduling purposes.
- Karen to check on appointments and terms for members of the PCA Workforce Council.
- Neither Greg McMahon nor Sheila Mulvey feel they can fill the position of the Chair at this time.
- Due to the subcommittees being down members, the Counsel can move some things forward as a whole.
- Greg McMahon questions whether they can draw from the training fund to train new employers.
- Karen Buffkin stated only the employees are covered under funding.
- Possible to put up a link on website for employers to access a possible training video. This may be something that can be done in the studio at DDS.
- Next Labor Management meeting is scheduled for October 23rd at 10:00 a.m. and will be held at the Office of Policy and Management. Carl Noll reports he will not be able to attend.
- Karen will send out to Council a final Question and Answer

- **Motion to open agenda and amend to add Executive Session** – Made by Kathy Bruni and approved:
- **Executive Session 12:47 p.m.**
- **Motion to adjourn made by Sheila Mulvey and seconded by Mary Caruso**
 - **Meeting adjourned:** 1:12 p.m.