



HisPnet Committee Notes

May 12, 2016

Angelica Quintero, Chair Brenda Duran, Co-Chair

Subcommittee Members: Rebecca Arce, Kristal De La Batalla, Martin De La O,
Sylvia Hernandez, Oscar Herrera, Ivonne Lopez, Laura Viveros Rivera

- **Angie Albiar** – Provided the first training of a 3 part series, Communication: Understanding Yourself and Others. She will deliver the other 2 segments at the August and November quarterly meeting.
 - ✚ See attachment regarding the course description for this 3 part series.

- **ERDC (Employment Related Day Care) - Jennifer Irving & Alma Amador**
 - ✚ See attachment
 - ✚ Email policy questions to: CHILDCARE.POLICY@dhsosha.state.or.us
 - ✚ Child care rates are covered depending on Federal level
 - ✚ Copay
 - Families receiving child care assistance have a monthly copay that must be paid to the provider.
 - \$27 is the minimum amount. Copay amount is based on number of members and income
 - ✚ Purpose of a 12month certification is to assist families in maintaining work/education. In addition, to focus on safety and stability of child (ren).
 - ✚ ERDC has a caseload cap
 - ✚ Since reservation list implementation, ERDC program has lost about 100 families per month
 - ✚ Funding has become an issue for the ERDC program across the country, not just in Oregon.
 - ✚ ERDC program currently helping about 7,000 families
 - ✚ Audits done recently for licensed providers. Only licensed providers being audited at this time
 - Out of 62 visits, 3 providers failed (1 refused visit, 1 had sex offender watching children as she went to school).
 - 1 inspector only (agency asking for more)
 - Some of the Counties that have been covered – Marion, Yamhill, Polk, Lane, and Tillamook.
 - Failed providers have the opportunity to correct “citations” and be reinstated.
 - ✚ Foster care income not counted towards income standards. However, provider needs to be employed
 - ✚ Foster care child (ren) are automatically eligible for special needs rates (up to 17 years of age) with no verification needed.
 - ✚ Some student hours covered (up to full time rate)
 - Includes ESL classes. Must be attending a school that is eligible for federal aid (Most of the Community Colleges)

- ✚ Parent (s) applying for child care **DO NOT** have to be citizens. However, children do.
- ✚ Provider needs to have at least an I-TIN #
- ✚ Background checks required for anyone in the home older than 16 years of age.
 - Taking about 6 days to be processed.
 - Provider is approved for payment from background clearance date and forward
 - On-site audit will be done to assess safety checks (only non-relatives subject to this). This also has to be passed to be eligible for payment.
- ✚ Study done every 2 years shows that market rates have increased.
- ✚ Self-Employment
 - As of October 2015, parent (s) who are self-employed can be eligible for ERDC. Prior to 10/2015, if one or both parents were self-employed, they were automatically denied for the program.
- ✚ Increase exit limit
 - At initial income, eligibility is determined based on 185% FPL
 - Different income guideline is used when family becomes OVI for SNAP. They can keep child care if they're still within the exit income limit.
- **Gene Evans – Communication**
 - ✚ See attached draft of Communication Plan for HispNet
 - ✚ HispNet website now available within DHS intranet
 - <https://www.oregon.gov/DHS/ABOUTDHS/HISPNET/Pages/index.aspx>
 - Access to attendance
 - Notes from past meetings are available
 - Website has to follow agency protocols and available to external audience
 - ✚ Facebook
 - Currently a “shell”, decisions have to be made on what to post.
 - Currently 13 likes (as of 05/12/16) 😊
 - Based on social media policy, there's do's and don'ts
 - There will be “administrators” selected to answer/block/like, etc.
 - Please be respectful
 - Interactive & sharing space for the group
 - DO NOT share confidential or client information.
 - This is PUBLIC information
 - If you add HispNet to your contacts/friends, CHECK your own private settings.
- **What does it mean to be an ERG (Employee Resource Group)?**
 - ✚ See ERG Policy (attachment)
 - ✚ Emily Armstrong and Crystal Lehner from Continuous Improvement Team are helping us with transition.
 - ✚ Employee and supervisor need to sign the ERG application form. Send to Rebecca Arce or Kristal De la Batalla
 - ✚ This was not mentioned at the meeting, but staff can also talk to their supervisor and have HispNet added to their EDP

- **Workgroup expectations**

- ✚ Expectation is for the group to meet once per month (via phone conference, Go To, VConn, etc.)
- ✚ Report out to Angelica once per month the progress the work group is making
- ✚ Think big but not that the goal/idea cannot be accomplished
- ✚ Funding- since we are new at being an ERG, we will have further discussions about funding availability with Oscar (OEMS).

- **Treasurer**

- ✚ Sylvia Hernandez was voted Treasurer of HispNet – **CONGRATULATIONS!!!**
- ✚ 1st assignment for Sylvia –
 - Ask Oscar if we (HispNet) needs to open checking/savings account?
 - Turnaround time for funds request to be processed
 - How soon in advance do you need request?

- **Talking Points to share with your office**

- ✚ Training – The Communication Skills Training is being conducted at the next two meetings. All members that complete the entire series will receive a certificate of completion. If a meeting is missed you may sign up through iLearn to make up the course.
- ✚ Gene Evans shared communication plan with the group. Please add our FaceBook page.
- ✚ HispNet website
- ✚ Developed 3 work groups to work on goals for this year
- ✚ Please share the resources presented by the ERDC Policy Unit
- ✚ Elected treasurer is Sylvia Hernandez

- **Ideas for August Agenda**

- ✚ Angie will continue with 3 part training – Employee Development
- ✚ Let's talk about race training - Melissa Grier-Simpson
- ✚ Refugee panel
- ✚ Diversity conference sign-ups for September
- ✚ TED Talk
- ✚ Time for workgroups to convene and provide update on progress

- **Resource Table- See attachments**

- ✚ Facts about I-TIN Number
- ✚ I-Speak Cards
- ✚ EAP (Employee Assistance Program)
- ✚ ERG Membership application

Next quarterly meeting will be August 11, 2016 with supervisor approval