



Ventura County In-Home Supportive Services (IHSS)  
**Public Authority**

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April 29, 2025

**Exhibit 1-IHSS Public Authority Letter**

Governing Board  
Ventura County Public Authority  
800 South Victoria Avenue  
Ventura, California 93009

**Subject:** Appointment of Dan Siagian to the Ventura County In-Home Supportive Services Public Authority Advisory Committee.

**Recommendation:**

Appoint one new member to the In-Home Supportive Services Public Authority (IHSS-PA) Advisory Committee for the following terms:

Name	Member Category	Reappointment Term
Dan Siagian	Consumer of Services	05/01/2025 – 04/30/2027

**Fiscal/Mandates Impact:**

There is no fiscal impact associated with this item.

**Discussion:**

A. Background

Pursuant to Welfare & Institutions Code Section 12300 et seq., the IHSS-PA is a County-administered program to serve eligible consumers who need supportive services or assistance (i.e., personal care and/or homemaker services) in order to live as independently as possible in their own homes. Those eligible for services are aged or disabled recipients of public assistance or of low incomes.

Welfare and Institutions Code section 12301.6, subdivision (b)(3) requires that when, as in Ventura County, the county board of supervisors is the governing body of the public authority, it must appoint an advisory committee of not more than 11 individuals. County of Ventura Ordinance No. 4493 (adopted July 26, 2016), Section 3.2 designates your Board as the governing body of the Ventura County IHSS-PA. Section six establishes an IHSS Advisory Committee of not more than 11 members and specifies its duties, which include providing ongoing advice and recommendations regarding in-home supportive services to your Board and to the Human Services Agency, which serves as the administrative agency to the IHSS-PA. The IHSS-PA also assists your Board in its capacity as the governing body by establishing a registry of providers; maintaining referrals for service; providing training to providers and recipients; and monitoring compliance with personal care regulations.

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B. Current Proposal/Request

IHSS-PA staff recommends that your Board appoint one (1) new IHSS-PA Advisory Committee member for a two-year term as listed above. The IHSS-PA works diligently to maintain the appropriate composition of IHSS-PA Advisory Committee members in accordance with state law and Ordinance No. 4493. With this appointment, the IHSS-PA Advisory Committee will meet the composition requirements in the Consumer and County Executive Office categories, and in the Provider category, it will fill one of the two Provider members required by Ordinance No. 4493. The proposed IHSS-PA Advisory Committee roster is attached for your review (Exhibit 2). Should your Board approve the recommended action, the committee will consist of four voting members and two non-voting members.

This letter has been reviewed by the County Executive Office and County Counsel. If you have any questions, please contact me at 805-477-5401, or Leticia Ortega, IHSS-PA Executive Director, at 805-654-3446.

Respectfully submitted,

A handwritten signature in black ink that reads "Elaine Martinez". The signature is written in a cursive, flowing style.

Elaine Martinez  
Deputy Director  
Aging and Disability Services