

**INLAND REGIONAL CENTER
VENDOR ADVISORY COMMITTEE**

**Inland Regional Center Conference Center
1425 S. Waterman
San Bernardino, CA 92408**

MINUTES

October 21, 2019

COMMITTEE MEMBERS PRESENT: Felecia Arnold, Transportation: Johana Caicedo, Infant/Childrens Programs: Paul Castanedo, SLS: Donna Gimm, Member at Large: Doug McKown, Specialist/Support Programs: Donita Remington, Member at Large: April Stewart, Respite Programs.

GUESTS PRESENT: Marie Chatman, Exceed: Shannine Crockett, OPARC: Leland Darby, Anthesis: Jenn Delgado, Inland Respite: Tracy Fakhouri, Pathway: Clarice Foster, OPARC: Ruth Goodsell, Desert ARC: Karen Jones, VIP: Lizeth Lopez, 24 Hour Home Care: Vivian Martinez, Morning Star: Liliana McDonough, ChP/CA Mentor: Bob McGuire, Pathway, Donna Norum OPARC: Sade Ogunleye, CA Mentor: DeShawn Parker, CA Mentor: David Satterwhite, Morning Star: Jennifer Senee, OPARC: Elise Smith, 24 Hour Home Care: Adriana Sosa, Wayfinder Family Services: Kim Totten, CA Mentor: Nadia Valencia, CA Mentor: Andrea Wells, OPARC: Lucy Yamas-Cortez, Anthesis.

IRC STAFF PRESENT: Syed Ahmad, Lavinia Johnson, Terrell Johnson, Lindsey Haussamen, Amanda McGuire, Don Meza, Vince Toms, Kevin Urtz.

INTRODUCTIONS: Ms. Remington called the meeting to order at 10:06 and introductions of the committee and the attendees were made.

MINUTES: Motion made to approve minutes of August 19, 2019: M/S/C Stewart/McKown.

Vendor Category Report:

- 1) **Day Program:** Ms. Remington reported for Ms. De Anda: The Day Program providers met on 10/16/2019. Quality Assurance attended to talk about ISP's. They talked about daily documentation and the importance of demonstrating client choice. It was recommended to document who was invited to the IPP and IDT meetings. QA will offer technical assistance/clarification when addressing documentation with direct care staff. The group is still interested in meeting with the Residential providers in an open forum. Next meeting is 12/11/2019 at 2:00 at IRC.
- 2) **Health Facilities:** Ms. Dawson submitted a written report after the VAC meeting: They met on 09/08/2019. They talked about: OSHA and unannounced visits; new regulations for heat sensors or sprinklers in attic spaces; emergency preparedness MOA's; IRC Vendor Fair in September; VAC meeting of August; notifications for consumers who are out and will not be needing transportation that day; Green Leaf payeeship; Marijuana and those with prescriptions for it; The Annual Developmental Services Network Conference on November 4th and 5th in San Diego for ICF providers. Brooke Chambers and Brian Tremain attended the meeting to give updates and discuss current openings. Next meeting will be on 11/20/2019 at IRC at 1:30.

- 3) **Infant/Children's Program:** Ms. Caicedo reported they meet monthly. She reported on the September meeting. They had a training called Building Blocks of Communication. The follow up training will be held on January 13th and 14th. They talked about the Early Start restructuring, progress reports being late, the issue of it being hard to find out who the new CSC is for a consumer (talk to PM if have trouble). She reported they are still sharing success stories at their meetings. Next Meeting is October 28th.
- 4) **Residential Service L2-L3:** No Report.
- 5) **Residential Service L4:** No Report.
- 6) **Respite Program:** Ms. Stewart reported on the meeting of last month. The Medicaid Waiver department presented on the audit, general information, enrollment and recertification. Jenn Delgado will cover for Ms. Stewart while she is on leave. The next meeting will be on November 12th and Another Way will present on the toy drive.
- 7) **SLS:** Mr. Castanedo handed in a written report and asked it be added as is. See attached report.
- 8) **Specialist/Support Programs:** Mr. McKown reported the group did not meet. They will meet if necessary.
- 9) **Vocational Programs:** No Report. Open position.
- 10) **Behavioral Mod:** No Report. Open position.
- 11) **Member At Large:** Ms. Remington had not report nor did Ms. Gimm.

Committee Reports

- 1) **Legislative Committee Report:** A detailed legislative report was handed out which was prepared by Ms. Cummings. If anyone has any questions about the report, they can email Ms. Cummings.
- 2) **Membership Committee Report:** Ms. Remington reported applications have been coming in for the open positions. Mr. Horrigan will be in contact with the membership committee. It was asked if all were agreeable to voting for new members via email. All were agreeable.

Motion made to agree to vote for new representatives via email M/S/C: McKown/Arnold.

Regional Center Update: Mr. Toms provided the following updates:

1. Disparity Programs proposals have been submitted for this year with notifications pending in January of 2020.
2. All vendors should keep up to date by connecting to the DDS website. IRC will tab the DDS website for all new items, regulatory updates, etc.
3. On the Service Provider page of the IRC website, under the tab called Service Needs is a letter dated 9-12-19 regarding development of programs.
 - a. IRC is not in need of new service providers for several service types to include CCF, respite, SLS, FMS, private transportation among others.

- b. Although we are not in need of these types of vendors currently, we cannot preclude an agency from becoming a vendor. Once vendored, there is no guarantee of clients. Some vendors are opening up and finding it difficult to sustain the business due to lack of referrals/authorizations.
 - c. The lack of need for current vendors is due to refining the new service provider orientation, the program design development process and the aggressive development IRC has promoted in the last couple of years.
4. HCBS Provider Compliance Funding Guidelines are on the DDS website. IRC will link to the site on our website. DDS will hold two one-hour webinars and registration is through their website. It is recommended that providers review the proposals that were awarded funding in the last couple of years if they need assistance. Funding for Person Centered Training is highly recommended, as the training and curriculum will be essential in meeting the CMS-FR requirements.

Training Offering: None

Resources: The Infant/Children's Programs will host a certification for Infant Massage on February 27th and 28th. Morning Star Residential will host an open house on Wednesday October 23rd from 11 to 2.

Financial: Ms. Johnson reported Ms. Steuwer will attend the December meeting to give a financial update. Ms. Johnson thanked Ms. Karen Jones for the invitation to the caucus. Ms. Johnson reported Ms. Mary Pounders will be retiring in December. She reminded everyone the Fall Festival will take place in Riverside at the Mission Inn from 11 to 2 on October 27th.

Old Business: None

New Business: None

Public Input: None

Next meeting is scheduled for December 16, 2019 at Inland Regional Center, 1425 S. Waterman Ave., San Bernardino. Check in at building 3.