

AGENDA
INLAND COUNTIES REGIONAL CENTER, INC.
BOARD OF TRUSTEES MEETING
MONDAY, JANUARY 13, 2020
Meeting: 5:00 p.m. to 7:00 p.m.
Inland Regional Center
Conference Center – Auditorium, Section A
1425 S. Waterman Avenue
San Bernardino, CA 92408

Call to Order/Ms. Stark

Minutes of November 4, 2019 Board Meeting/Ms. Stark

Action

Public Input: (Comments limited to 3 minutes per person. Action may not be taken on any item that is not on the Agenda. Please submit Request to Speak Form noting the agenda item to be addressed at sign-in table.) **In order to protect the rights of our consumers, comments should not include personal consumer information. If you have a specific issue/comment, contact your CSC or email your comments to Btrustees@inlandrc.org.**

Self Determination Update/Mr. Meza (Written Report)

Info

Executive Director's Report/Ms. Johnson

Info

Director's Reports/Directors

Info

Committee Reports (Written Reports)

- 1) Another Way/Ms. Gonzales
- 2) Consumer Advisory Committee/Mr. Nelson
- 3) Legislative Committee/Ms. Cummings
- 4) Vendor Advisory Committee/Ms. Remington
- 5) Master Trust Committee/Ms. Miller

Info

Info

Info

Info

Info

Old Business

New Business

- 1) Approval of New Board Member/Ms. Stark
- 2) \$250,000 Contracts/Mr. Toms

Action

Action

Trustee Input

Executive Session

- 1) Legal Matters (In accordance with Welfare & Institutions Code Section 4663(a)(5)
- 2) Employee Salaries and Benefits (In accordance with Welfare & Institutions Code Section 4663(a)(3))

Next Meeting Date: **March 9, 2020**

MINUTES OF NOVEMBER 4, 2019
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

BOARD PRESENT: Kiana Buffington; Carmen Estrada; Eric Naranjo; Cameron Page; Donita Remington; Rene Rojo; Joshua Souder; Alva Stewart

MEMBERS ABSENT: Alicia Lara; Ted Leonard; Elvia Sanders; Gizelle Siojo; Sheela Stark;

DIRECTORS PRESENT: Steve Beckett; Felipe Garcia; Lavinia Johnson; Don Meza; Merissa Steuwer; Vince Toms; Kevin Urtz; Treva Webster

RECORDING SECRETARY: Sandra Guzman

BOARD FACILITATORS: Nicole Atkinson; Robyn Souder

STAFF PRESENT: Wasima Alvi; Kurtis Franklin; Gabriel Ortiz

GUEST PRESENT: Gil Garza, Interpreter; Shannon Meehan, SCDD

CALL TO ORDER: Mr. Page called the meeting to order at 5:06 P.M.

MINUTES OF SEPTEMBER 9, 2019 BOARD MEETING: 1) Motion made to approve the minutes of the September 9, 2019 meeting as presented M/S/C Souder/Naranjo.

PUBLIC INPUT: None

SELF DETERMINATION REPORT: Mr. Meza submitted a written report. The Board had no questions.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson reported the following: 1) As of October 2019, IRC has 39,619 active cases. This is the first time we have shown a decrease. A review of our records revealed there were 724 cases that had initiated an intake and were never closed or transferred into an active caseload due to various reasons such as lack of records or unable to contact family. Had it not been for these files, IRC would have shown a growth of 414 cases. 2) Managers continue to interview to fill any vacancies and are hiring to fill some growth positions. IRC currently has 768 employees. 3) Through the efforts of CJ Cook and his team IRC had several legislative representatives visit on September 26. Ms. Johnson and Mr. Urtz also had a very productive meeting with Senator Leyva on September 25 and will continue to set meetings with other legislators so that they can better understand IRC's needs and concerns. 4) In October, IRC had its semi-annual Medicaid Wavier audit. Although there were minor details to correct, the audit team was very complimentary of IRC's efforts. 5) On September 21 IRC held the annual Exceptional Families Conference. The conference had two sessions. Morning session was in English with the afternoon session in Spanish. 6) October 22, IRC hosted a summit and recognition conference for our Local Partnership Agreement Core Partners. 7) On October 27, IRC held its annual Fall Festival in downtown Riverside. This was a great event with over 100 vendors booths.

DIRECTORS REPORTS: No questions

COMMITTEE REPORTS:

1. **ANOTHER WAY:** Ms. Gonzales submitted a written report. The Board had no questions.
2. **CONSUMER ADVISORY COMMITTEE:** Mr. Nelson submitted a written report. There were no questions.
3. **LEGISLATIVE COMMITTEE:** Ms. Cummings submitted a written report. The Board had no questions.
4. **VENDOR ADVISORY COMMITTEE:** Ms. Remington submitted a written report. There were no questions.
5. **MASTER TRUST COMMITTEE:** Ms. Miller submitted a written report. There were no questions from the Board.

NEW BUSINESS:

- 1) **1.2.4(a) PURCHASE OF SERVICE POLICY:** Mr. Toms reviewed the additions and revisions made to IRC's 1.2.4(a) Purchase of Service Policy. Mr. Toms requested the Board approve the revisions. **2) Motion made to approve the 1.2.4(a) Purchase of Service Policy as presented M/S/C Souder/Buffington.**
- 2) **\$250,000 CONTRACTS:** Mr. Toms presented 3 contracts that have the potential to exceed the \$250,000 threshold. These contracts were reviewed in detail with the Executive Committee. It is the Executive Committee's recommendation that the Board approve all three contracts. **3) Motion made to approve the 3 contracts presented to the Board M/S/C Naranjo/Souder.**
- 3) **APPROVAL OF NEW VAC MEMBERS:** Ms. Remington is requesting the Board ratify the VAC's recommendation to appoint Ms. Donna Noeuv, OPARC; Ms. Jean Delgado, Inland Respite, Inc.; and Ms. Marie Chatman, Exceed as VAC Members. **4) Motion made to approve the three members appointment to the VAC M/S/C Souder/Naranjo.**
- 4) **REVISED ANOTHER WAY OPERATING MANUAL:** Mr. Urtz noted all changes or additions made to the manual are highlighted in yellow. Changes are mainly clarification and not structural changes. Another Way is not considered a generic resource since it is only available to IRC's consumers. Areas were defined in more detail. Another Way is requesting the Board's approval on the revisions made to the manual. **5) Motion made to approve the Another Way Operating Manual as presented M/S/C Rojo/Stewart.**

TRUSTEE INPUT

Mr. Rojo shared he received a thank you letter from the former Governor Brown.

Ms. Stewart wanted to thank Ms. Johnson and the entire executive team for their positive representation.

Mr. Rojo shared that his brother and niece attended IRC's Fall Festival and had a wonderful time.

Mr. Page adjourned the meeting at 5:33 p.m. to go into Executive Session. Executive Session was called to order at 5:43 p.m.

The Board reconvened at 5:50 p.m. No action was taken during Executive Session.

Mr. Page adjourned the meeting at 5:51 p.m.

Sincerely,

Alva Stewart
Board Secretary

Cameron Page
Board Vice Chair

MOTIONS FOR THE NOVEMBER 4, 2019 MEETING:

1) Motion made to approve the minutes of the September 9, 2019 meeting as presented M/S/C Souder/Naranjo.

2) Motion made to approve the 1.2.4(a) Purchase of Service Policy as presented M/S/C Souder/Buffington.

3) Motion made to approve the 3 contracts presented to the Board M/S/C Naranjo/Souder.

4) Motion made to approve the three members appointment to the VAC M/S/C Souder/Naranjo.

5) Motion made to approve the Another Way Operating Manual as presented M/S/C Rojo/Stewart.



SELF-DETERMINATION PROGRAM (SDP) TARGET DATES

JUNE 29, 2018 NEW

Updated estimated timeline — The "Participant Selection" section below has been updated to include the date by which the Department must receive the names of the individuals who will be considered for selection of the initial 2,500 participants in the Self-Determination Program.

The Department, in collaboration with the self-determination advisory workgroup and other stakeholders, has been working on the major components necessary to implement the Self-Determination Program (SDP). Outlined below are some of the major components requiring completion prior to the SDP becoming operational. The list below is not exhaustive but includes the key components and steps under active development.

The Department will post updates on the progress of each component.

- **Federal Funding Approval**
Status: Completed. The application for federal funding, or Waiver, was approved by the Centers for Medicare and Medicaid Services on June 6, 2018.
- **Individual Budgets** - Target for completion: August 15, 2018
Task: Finalizing guidance information on how the individual budget amount is calculated, and the process for adjusting the budget when needed.



- **Financial Management Services (FMS)** - Target for completion: August 31, 2018.
Task: Finalizing FMS vendorization requirements and rates.
- **Independent Facilitators** - Target for completion: August 31, 2018.
Task: Defining the role(s) an independent facilitator may play and how this may be different if a participant chooses to select their service coordinator to fulfill the functions of an independent facilitator.
- **Participant Selection** - Target for completion: October 1, 2018
Task: Selection of the initial SDP participants. It's important to note that only those individuals who have participated in an informational meeting and whose names have been received by the Department by September 17, 2018 at 5:00 PM will be considered for selection (by the Department) of the initial 2,500 participants in the SDP. Individuals whose names are received after September 17, 2018 will be considered for subsequent selections of SDP participants. Subsequent participant selections will occur if some of the initial 2,500 participants choose not to enroll or they enroll, then decide not to continue in the SDP. Timing for future selections will be established at a later date. Information for those who are interested on how they can be considered for participation in the SDP can be found at www.dds.ca.gov/SDP/sdpEnrollment.cfm.
- **Home and Community-Based "Settings" Requirements** - Target for completion: October 31, 2018.
Task: Finalizing training materials on the federal requirements, how they apply to services in the SDP and the assessment process for ensuring all services, or "settings", meet the requirements. Due to federal regulations effective in March 2014, everywhere someone receives services (e.g. the "setting" where the service is provided,) must promote, and not prevent,



community participation and inclusion. The target date projects time needed to provide training to those who will be involved in the assessment process.

- **Orientation Materials** - Target for completion: October 31, 2018. Task: Finalize all orientation materials. The orientation materials will form the basis of the information participants need to support them in the SDP. In addition to the components above, the orientation will include information on what services are available in the SDP and tools to help participants choose qualified service providers. Training for those providing these orientations will also be necessary prior to participant orientations.

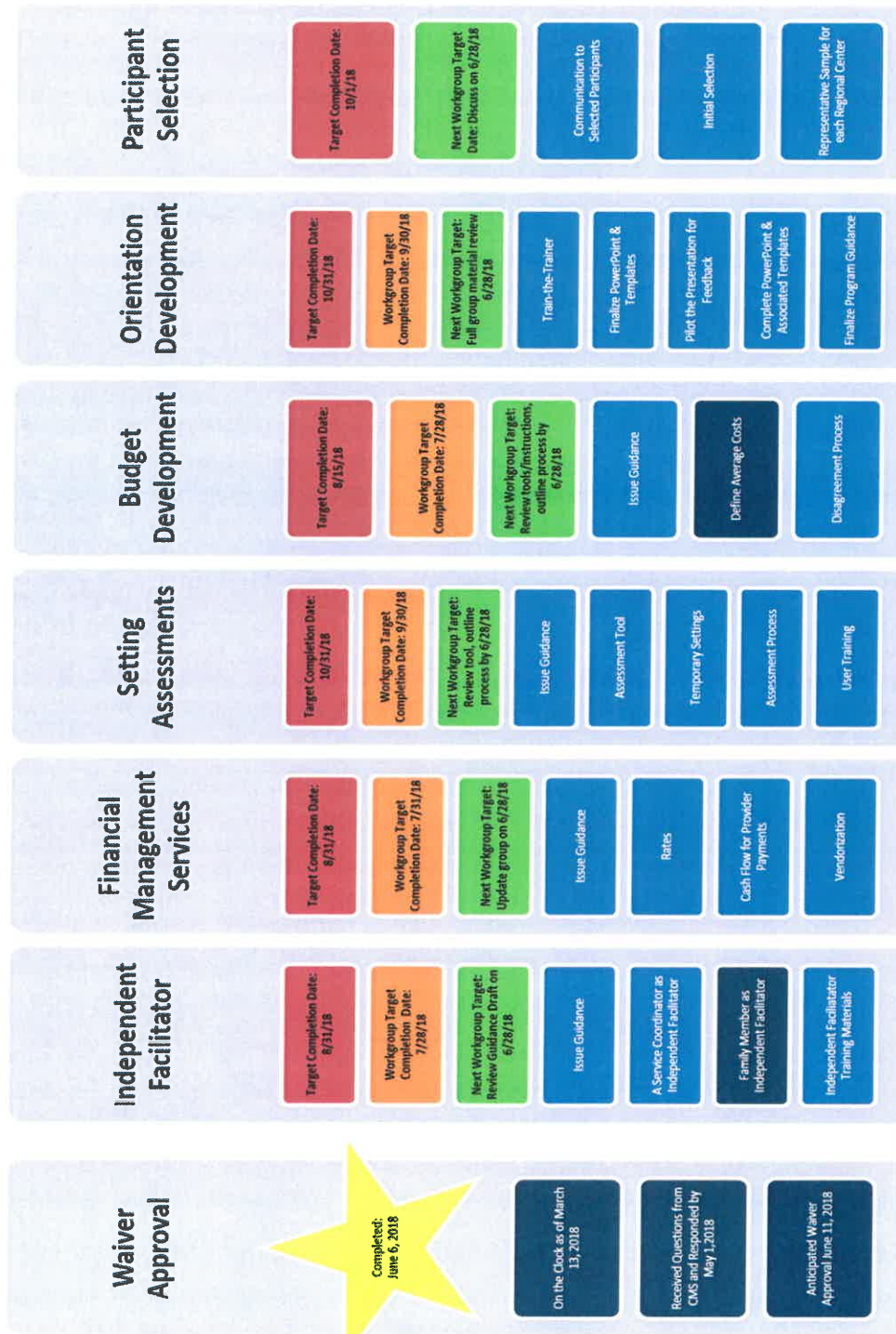
<https://www.dds.ca.gov/SDP/SDPUpdates.cfm>



INLAND REGIONAL CENTER

Serving Individuals with Developmental Disabilities in San Bernardino and Riverside Counties

DDS Timeline for Workgroup Completion





Self Determination Advisory Committee Meeting NOTICE and AGENDA

Inland Regional Center – Building 3

1425 S. Waterman Ave

San Bernardino, CA 92408

NOVEMBER 21, 2019

6:00PM to 8:00PM

“MEET & GREET” from 5:00pm to 6:00pm. Facilitated by IRC & OCRA

THE PUBLIC MAY LISTEN IN (BUT NOT PARTICIPATE) BY CALLING +1 (951) 394-

3547

PARTICIPANT CODE: Conference ID: 137 016 402#

Individuals with disabilities who need reasonable accommodations to participate in the meeting should contact Don Meza by phone: (909) 890-3425 or e-mail: dmeza@inlandrc.org by November 15, 2019.

5:00-6:00PM Meet and greet for SDP participants and families

6:00 PM - Call to Order and establishment of Quorum

- a. Welcome and notice of Spanish translation available —
- b. Introductions by the local SDAC Committee members
- c. Introductions by members of the Public
- d. Invitation for written comments
- e. Brief explanation of Robert’s Rules/meeting etiquette

Public Comment Period*

Debbie Zimmer – what is the responsibility to educate families, consumers of the option. Found out about it from a friend, learned recently about this through the conference at Harbor. Wanted to know about it sooner, would like our regional center to do something similar here.

Parent asked whose child was taken off the list.

Judy Wait – how to transition to Self Determination – shared with her about doing the person centered plan first.

Question about who to select for Person Centered Plan – communication issues, keeping up with the updates.



Question about independent facilitator training available; the orientation will suffice for the training need.

Question about the meet and greet, should it be more instructional for parents who are really interested?

Is there a way to find a PCP person, or Independent Facilitator.

Consent Items

- a. Approval of Agenda

Discussion Items:

- a. Overview of most recent SSDAC updates – Maia Pawooskar
- b. SDP Consumer event: theme, speakers, “stations,” and general discussion – all
- c. Update on number of consumers for the Nov 22nd lottery – Don Meza
- d. Information on the SDP related educational materials available/shared (paper/digital) – Jonathan Eckrich
- e. Detailed information on the number/percentage of IRC participants transitioned from traditional IPPs to SDP – Jonathan Eckrich and Don Meza
- f. Updates on orientation trainings/schedule – Jonathan Eckrich
- g. Info on the plan for developing trainings related to IF/FMS/PCP for the selected – Jonathan Eckrich
- h. New Vendors / Providers (FMS, PCP, IF, etc.) – Don Meza and Jonathan Eckrich
- i. Membership update by SCDD

Upcoming SDAC Meeting Schedule:

Thursday, November 21, 2019

NOTE: NO DECEMBER MEETING

Thursday, January 23, 2020

Thursday, February 27, 2020

Thursday, March 26, 2020

All meetings begin at 6:00pm unless otherwise noted.

All meetings will be held at:

Inland Regional Center (Conference Building C)



1425 S. Waterman Avenue
San Bernardino, CA 92408

Adjourn

* This item is for the members of the public to provide comments and/or present information to the Committee on matters not on the agenda. Please note that only those present will be able to make public comment, and time may not be ceded to a third party. Each person will be afforded up to three (3) minutes to speak. Written requests will be considered first.

Pursuant to Government Code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting should contact Don Meza by phone: (909) 890-3425 or e-mail: dmeza@inlandrc.org at least 5 days prior to the meeting.

Agenda items may be taken out of order to meet the Committee's and its guests' needs as necessary. Action may be taken under any agenda item.

Note: Breaks will be announced as needed.



INLAND REGIONAL CENTER
Serving Individuals with Developmental Disabilities in San Bernardino and Riverside Counties

Executive Director's Report

January 2020

Respectfully Submitted by Lavinia Johnson
and Kevin Urtz

First of all we'd like to wish you all a Happy New Year and we hope you had a great Christmas

CONSUMER TOTALS: As of December 20, 2019, we have 39,659 active cases. That's an increase of 40 cases since our last report in November. Last year at this time, we had 37,710 consumers which means that we experienced a growth of 1,949 consumers during the past 12 months. Growth has slowed somewhat in the past couple months but we anticipate it will pick up again after the holiday season.

STAFFING: We continue to advertise, interview and hire to fill any vacancies and are hiring to fill some growth positions. We currently have 768 employees which is the same as last report. We currently have 499 employees who serve in some capacity as a case manager. This generally equates to an overall caseload average of 79:1 although individual caseload sizes vary considerably.

TOP WORKPLACE HONOR: On December 4 several representatives of IRC (including staff and board members) attended the annual Top Workplaces Awards luncheon at the Riverside Convention Center. Although we were named **A** Top Workplace in the Inland Empire, we were a little disappointed that we were not named **THE** Top Workplace for the 3rd consecutive year. We believe the increased workload may have contributed to not winning (and of course there was stiff competition from a local alcoholic beverage distributor)! Still, we **were** honored as a Top Workplace and we'll try again next year!

LEGISLATIVE CONTACTS: During the past few months we have made a number of contacts with our local legislators. We continued this effort recently as Kevin attended Senator Leyva's Holiday Open House on December 6 and Kevin and I met with Senator Roth and his staff on December 18. We will continue in this effort as we think it's critical that the legislature understand not only the needs of consumers throughout the state, but also that they understand the unique challenges we face in the Inland Empire. Specifically issues like our size, growth and expanding caseloads. The latter is tied directly to an antiquated "core-staff formula" that dates back to the 70s and seriously underfunds each position. Our growth and need for more employees only magnifies the impact of the underfunding each time we need to hire.

DECEMBER 2 COMMEMORATION : It may seem hard to believe but Monday December 2nd was the 4th anniversary of the mass shooting here at IRC. We did not hold any public commemoration but did decorate the conference room with mementos of the victims and the event. Sections A&B were open to staff all day and we held a moment of silence for those present at 10:58 am. We also again welcomed several victims and family members from 12:00-2:00 pm. Although this was a very emotional experience for them, several noted that it was very beneficial to their healing process. We'd like to give a special thanks to Daisy Quiroz, our Events Developer/Outreach Specialist for once again doing a great job setting up the event.

ANOTHER WAY TOY DRIVE/GIFT CARD OUTREACH: This information is in Andrea Gonzales' report to you but we'd also like to take a couple minutes to recognize Another Way's activities. In November and December Another Way gave out 450 Stater Bros. gift cards (\$50 each) to consumers in need. On December 11, the Another Way Toy Drive "Carnival Christmas" hosted over 300 consumers and family members for dinner and a toy giveaway. In all, 384 children received gifts, most of which were donated by IRC staff. Thank you and congratulations to Another Way.

STAFF RECOGNITION: We would like to recognize and congratulate Osvaldo Guerra from the Facilities Department as our "Hercules of the Month" award winner. Osvaldo is always helpful getting supplies, fixing what is broken or setting up for presentations. We also want to recognize and congratulate Juan Castro in the school-age department as the "Positively Contagious" award winner. Juan's peers say he exudes positive energy, is always willing to jump in and help others and that his smile is infectious. Congratulations to you both.

We also want to thank and congratulate Jessica Ferrin and the Fun Committee on putting on another very successful annual staff-recognition and holiday party on December 12 at the Club Center in San Bernardino. A lot of work and preparation goes into this event and the committee rarely gets the recognition it deserves.



Inland Regional Center Board Report
Submitted by Andrea Gonzales, Another Way Coordinator
Date: December 19, 2019

Hello Board Members,

Happy New Year!

➤ **Toy Drive:**

384 children received gifts and over 300 people attended Another Way's Carnival Christmas. The Toy Drive raised \$20,000, after expenses we should net close to \$12,000.

➤ **Thanksgiving and Christmas Gift Card Outreach:**

In November and December Another Way gave out 450 (\$50) Stater Brothers Gift Cards to our consumers in need. I will be sending a survey to the case managers asking their opinion on which type of giving their consumers liked more – actual food distribution or gift cards.

➤ **Grants:**

1. **E. Rhodes and Leona B. Carpenter Foundation** awarded Another Way \$40,000 for general operating expenses.
2. **The Annenberg Foundation** decision will be made in January. Another Way requested \$35,000.
3. **Kaiser Foundation** decision will be made by the end of December. Kaiser has called and it looks promising. If awarded, the grant will be \$20,000 to fund part of my salary, rent and utility expenses for our consumers.
4. **BBVA Compass** proposal is pending
5. **Cracker Barrel** proposal is pending

➤ **Golf Tournament:**

\$52,500 in sponsorships paid to date

Calendar of Events for FY19/20

- **March 14th:** Bowling Tournament at Arlington Lanes - 7100 Arlington Ave. Riverside, CA 92503 from 12:00 – 3:00 p.m.
- **April** – Possible strategic planning, pending grant approval.
- **May 15th:** Another Way Training and Mixer. Advisory Committee Training from 12:00 to 3:00 p.m. Mixer from 7:00 p.m. to 10:00 p.m. at JW Marriott 74-74-855 Country Club Drive, Palm Desert, California, 92260
- **May 16th:** Another Way's 22nd Annual Golf Tournament from 8:00 am to 4:00 p.m. at JW Marriott 74-74-855 Country Club Drive, Palm Desert, California, 92260. Volunteers will be needed at 6:00 a.m.

VOLUNTEERS WILL BE NEEDED TO ASSIST WITH ALL EVENTS

Summary of VAC meeting on December 16, 2019

Donita Remington Chair, Vendor Advisory Committee

The following is a summary of the December 16, 2019 VAC meeting. The complete minutes (once approved) will be posted on the VAC section of IRC's website. Introductions of VAC members and attendees were made. New VAC Representatives were welcomed. IRC was thanked for the coffee. Holiday treats were brought by vendors for everyone to share.

Summary by Vendor Category:

Vendor Group:	Concerns / Priorities
Day Programs:	Lynn De Anda (Ideanda@desertarc.org) reported that the joint open meeting with Transportation was great. Vendors were able to share issues and concerns. Vendors were able to collaborate and discuss miscommunication, expectations and TSRs. It was recommended that this occur semi-annually and also include Residential Vendors.
Health Care Facilities	Shelly Dawson (sdawson@independentoptions.org) reported that the annual conferences were discussed at the PreVAC. Vendors also discussed Title 22 regulations. They are in the process of being rewritten and vendors were able to provide some input before the deadline. The use of independent contractors and the impact of AB 5 was discussed. OSHA and licensing trends were discussed, including the need for sprinklers in the attic and a separate small refrigerator for medications. These items add cost to vendors.
Infant/Children's Programs:	Johanna Caicedo (Johana.caicedo@thementornetwork.com) reported that a form is being developed for vendors to report openings and availability. The impact of 805s not being included in the rate increase was discussed. Vendors were encouraged to contact their Legislators. Vendors continue to share success stories at the PreVAC meetings. Early Start Training, Understanding Behavior is scheduled.
Residential (Level 2-3):	Position vacant.
Residential (Level 4):	Mumbi Kairu (mumbi.np@pamojainc.com) was absent. No report.
Respite	Jenn Delgado (jdelgado@inlandrespite.com) reported for April Stewart (april@24hrcares.com). The PreVAC meeting included a presentation by Another Way. Vendors also discussed the issue of bringing new workers on board and coordinating the timing of this process with funding. A new liaison from IRC will be expected. Vendors thanked Lynette Banda for her contributions.
SLS	Paul Castanedo (ILSinc@live.com) reported vendors discussed their request for a representative on the Standardization of SLS services Committee. Vendors also discussed hiring difficulties, increased costs and unfunded mandates. The vendors held a luncheon following a short PreVAC meeting to thank Lynette Banda for the communication and respect she brought to the Vendors as IRC liaison. IRC was thanked for setting up the room for the potluck.
Specialist/ Support Programs	Doug McKown (dr.mckown@samaritancares.org) was absent. No report
Transportation	Felecia Arnold (nemt1stclasstransportation@yahoo.com) was absent. No report. Please see Day Program notes.
Vocational	Marie Chatman (mariechatman@weexceed.org) is the new Representative. The next PreVAC meeting is tentatively planned for February 5 th .
Behavior Mod Programs:	Donna Norum (dnorum@oparc.org) is the new representative for this Vendor Category. She will be contacting vendors and planning the next PreVAC meeting.
Member-at-Large:	Bob Horrigan (rphorrigan@gmail.com), Donna Gimm (donna.gimm@thementornetwork.com) Jenn Delgado (jdelgado@inlandrespite.com) and Donita Remington (donitar@csusb.edu) had nothing to report as members-at-large.

Jennifer Cummings provided vendors with a comprehensive list of pending legislation to watch. Vendors were encouraged to contact Jennifer via email with any questions.

Membership Committee: Bob Horrigan rbhorrigan@gmail.com reported that the Membership Committee will be meeting in January (date to be determined) to discuss upcoming vacancies. The membership committee has received an application for Health Care Representative that will be reviewed. An orientation was held prior to today's VAC meeting for the three new representatives. Donna Gimm was thanked for joining the membership committee.

Training & Resources: None

Regional Center Update: Vince Toms discussed the Burns Rate Survey. 805s, Transportation, ILS and 102 Vendors didn't fare well. Other vendor categories benefitted from the survey results. IRC continues to support the vendor community. Vince emphasized the importance of the vendor community being heard and the need for vendors to lobby. The impact of AB5 was discussed. Additional information about the use of independent contractors can be found on the DDS website. This will impact Transportation vendors. The rate increase and the minimum wage adjustment will be processed following guidance from DDS, though this may not be in place on time. Vendors were encouraged to check the DDS website for details. Information regarding the CMS Final Rule is in place and will be on the website. The Self-Assessment Tool is in a draft form and should be rolled out soon. Day Programs and Residential providers will use this tool. PCG will be providing training on the use of the Self-Assessment Tool. Information will be on the DDS website. A random sample of vendors or vendors who do not do the survey by the deadline will be selected for site visits. Vendors were encouraged to compile the information they use for the self-assessment to use if they are selected for a site visit. Vince also suggested interviewing clients and families regarding what's important to them to include with the information on person centered thinking and individualized services. Vince also provided an update on the SLS committee. The SLS guidelines and protocols were based on input from vendors in 2011. The current committee focused on implementing the protocols and making sure the information is disseminated to vendors and IRC. Vince will reach out to the SLS vendor group regarding this. Vince is also reaching out to Transportation Vendors regarding their questions. He reported that the dialog is continuing.

Financial Update: Marissa stated that POS is gearing up for the rate increase and is still waiting for DDS guidance. POS is very busy with this and the minimum wage adjustment that will be coming soon. Vendors will receive letters regarding this. The deadline for submitting past fiscal year billing is March 4th.

Lavinia Johnson reported that the Toy Drive was a great success. The event included Santa and a petting zoo. Bags of food were also handed out to families. Lavinia thanked Another Way for their work. The December 2nd memorial event was well received.

Old Business: All prior items resolved. New item: Membership Committee to meet prior to the next VAC meeting to discuss upcoming openings.

Public Input: Tim Tebow Night to Shine prom will be on February 7th. This will be available for consumers age 14 and up. Volunteers are needed for the event. Contact Jose Mendoza (jmendoza@peoplescare.org) for additional information.

The next VAC meeting will be February 10th at 10:00 a.m. at IRC.



BOARD OF TRUSTEES REPORT
January 13, 2020
RESPECTFULLY SUBMITTED BY LAURA MILLER

As of 11/30/2019, Master Trust has 274 active trusts. Total assets are \$20,140,536.61

COMMITTEE MEMBERS

Tom Cosand, Drew Cutler, Bob McGuire, Debra Mannon, Cameron Page, Evan Page, Jack Padilla, Steve Spears, and Sheela Stark

I would like to take this opportunity to thank the committee members donating their time and talent to the trust beneficiaries. I am also grateful for the support and guidance of Lavinia Johnson, Kevin Urtz, Steve Beckett, Merissa Steuwer, and Don Meza to the beneficiaries and staff of Master Trust.

2019 IN REVIEW

In 2019, 13 new trusts were opened with cash assets totaling \$1,459,662.73. We completed 53 accountings and confidential reports to various courts. Master Trust has increased visibility by visiting regional centers and hosting booths at the IRC Vendor Fair and Fall Festival. Accounting transactions for 2019 were duplicated in new accounting system.

LOOKING AHEAD TO 2020

In December 2019, a new position was added to Master Trust. Tambauron Miller is now the "Assistant to the Trust Administrator". The duties associated with this position include maintaining the website and blog, social media accounts, and training of new staff. Master Trust will be recruiting for the Account Technician position. To improve access, a new duty for the Account Technician includes answering all incoming calls to the trust. This person can answer general questions and transfer calls to the appropriate staff person. This should free up valuable time for the Trust Associate to conduct field visits.

The Trust Associate will head up a project to produce informational and instructional videos for beneficiaries and families. Topics ranging from how to request funds, types of purchases that can be made from the trust, and updates to laws or benefit programs.

ACCESS

For October and November 2019, requests included clothing, outings, salon services, pre-need burial policies, horseback riding lessons, legal fees, property taxes, home modifications, new vehicles, portable oxygen machine, Halloween costume, iPad, Christmas items, vehicle insurance, suction plate and bowls, recliner, moving expenses, membership fees for club, Ancestry.com subscription, Knotts Berry Farm trip, vacuum cleaner, pet supplies, smartphone, medical & dental services not covered by insurance, pest control fees for trust owned home, and mileage reimbursement.

P.O. Box 10338, San Bernardino, CA 92423 • Telephone 909.382.4678 • Facsimile 909.382.4687
Master Trust of California is a Program of Inland Counties Regional Center, Inc.
A California Non-Profit Corporation

VENDOR NAME	VENDOR#	Service Code	unit type	Service Code description/justification
Impact Arts Studio/In Roads	pending	094	Hourly Direct	Creative Art Program, development of art vocational skills
Media Lab	pending	094	Hourly Direct	Creative Art Program, development of art vocational skills in art/filming and production

VENDOR NAME	VENDOR#	Service Code	sub code	unit rate	unit type	Service Code description/justification
GOLDEN STATE RESIDENTIAL	PENDING	904	pending	pending	direct monthly	Family Home Agency; recruits, approves, trains, and monitors home providers, assist consumers in all areas of living in a certified FHA

Facility Name	Vendor #	Service Code	Service Code Description/justification	Unit type	# of beds
Benson House 19	pending	900	Enhanced Behavioral Supports Home – 24/7 care supervision of adults with severe behavior and/or medical needs. Behavior consultation provided by a licensed consultants and therapists such as nutritionists, LVN, RN, recreational therapists, based on each individual needs. Support consumer from community and DC	Per Month/ Facility Rate	5

VENDOR NAME	VENDOR#	Service Code	unit rate	unit type	Service Code description/justification
TBD	TBD	TBD	estimated 10 units @ 116k each	TBD	Multi Family Housing for IRC consumers to live independently in the community to be inclusive.

**INLAND REGIONAL CENTER
Board of Trustees
Executive Committee Meeting
November 20, 2019
4:00 p.m.**

PRESENT: Kiana Buffington; Ted Leonard; Cameron Page

PRESENT VIA CONFERENCE CALL: Sheela Stark

STAFF/EX-OFFICIO PRESENT: Lavinia Johnson; Merissa Steuwer; Kevin Urtz; Sandra Guzman

1. **2019-20 Budget:** Merissa reviewed the projected 2019-20 budget. A comparison with last year's budget was reviewed as well. The 1:25 Specialized Caseload as well as growth positions were discussed as well. IRC is expecting a slight increase in the A3 allocation. Merissa is hoping we receive those funds before the January Board Meeting. **1) Motion made to recommend draft budget for Board's approval at the January meeting during Closed Session M/S/C/ Buffington/Page.**
2. **Staff Holiday Party:** December 12 Holiday Party. Luncheon and Service Awards will be held from 11:30 a.m. - 1:30 p.m. Ms. Stark asked Sandra to purchase some gift card/s for the staff raffle from the Board.
3. **Another Way Toy Drive:** The Another Way Toy Drive will be held on Wednesday, December 11 from 3:30 p.m. – 6:30 p.m. at the Event Center. Board is welcome to attend.
4. **Hires:** IRC has hired 22 Service Coordinator as of today.
5. **Nominations Committee:** **2) Motion made to create an ad-hoc Nominations Committee to interview a potential board member M/S/C Page/Buffington.**

Director Adult Services Report
January 2020
Respectfully submitted by Don Meza

Adult Services Team Update: The adult services team continues with steady growth and approximately 13,000 consumers being served. There are 13 teams with 200 service coordinators that cover the two-county area. The adult services team has a new program manager to fill the position of the recently retired Mary Pounders. Our newest program manager is Kimrosha Saterfield who has served IRC in various capacities for 17 years. Kimrosha will serve as the manager of the “Riverside Adult Southwest” unit which covers the western side of Riverside County including Idyllwild, Anza, Temecula, Murrieta, Lake Elsinore, and Corona. We are very happy to have her as our newest program manager.

Medicaid Waiver (MW): IRC participated in an audit by DDS/DCHS of the Medicaid Waiver program. We facilitated a transparent review of documentation, with access to residential facilities as well as day programs, and visits with consumers in their own homes. At the exit interview, the Audit team from DDS shared that they were impressed by our documentation and diligence in maintaining records. According to the audit team we scored 100 percent in several areas, and any issues they found, were minor and easily correctable. IRC continues to serve over 14,000 active Medicaid Waiver enrolled consumers. The MW staff continues to add “Deeming” cases. DDS will continue to provide the accounting of 1915i cases directly to CMS. IRC’s directive is to review and account for the 1915i cases. IRC has approximately 1,650 consumers that qualify for the 1915i Waiver program.

Self Determination (SD): The SD Advisory group met on November 21st. As you may remember, the initial list of consumers selected for Self Determination was released on October 1st, 2018. IRC had 259 consumers that were selected for the Self Determination pilot. On December 6, 2019, DDS had a second draw of consumers to fill vacancies of consumers that had dropped out of Self Determination or were no longer interested. The new list includes additional consumers that will remain in the “wings” as the total number of consumers allotted to IRC (259) comes into balance. IRC Consumers not selected will remain on the interest list and consumers that would like to be considered for future spots can still be added. All consumers selected to the SDP, including the newly added, are required to participate in an orientation of the Self Determination Program. The first orientation for the SDP was completed on May 1st at IRC and there have been multiple opportunities for consumers in the SDP to complete the orientation requirement since then. Additional orientations have been scheduled to accommodate the newly selected consumers. We appreciate all the efforts Jonathan Eckrich and his team have made to schedule Self Determination orientations twice per month.

Inland Regional Center Children & Transition Services

January 13, 2020 IRC Board of Trustees Report

Submitted by Felipe J. Garcia IRC Director of Children and Transition Services

Greetings, Children, and Transition services continue to grow at a rapid pace. Our statistics are as follows: as of October 1st, we currently have 18,955 cases under School Age and Transition services. School Age has 11,767 and Transition has 7,188 cases. There are 219 active caseloads of which 138 are in School Age and 81 are in Transition. This is a net growth of 236 cases since the last Board Report. We continue to grow and work closely with our families to assist our consumers with resources that are needed to be integrated into their local communities.

Riverside School Age West Unit (RSAW) Community Outreach

The team which is led by Program Manager Felicia Valencia enjoyed part of the day with the children of Victress Bower School for Exceptional Children in Corona. The team sang, read, and danced with the children. As a thank you and treat, the team bought Porto's and Starbucks for all the School staff. The children and the staff had a lot of fun and were very appreciative. Felicia promotes teamwork and positivity throughout the year. The Holiday season, although hectic, seems to be the best time of year to relax and have fun with our consumers. Thank you, Felicia, and RSAW, team.



Community Services

Board of Trustees Quarterly Report

January 13, 2020

Respectfully Submitted by Vince Toms

The overall direction of Community Service is to provide quality customer service to our prospective and current vendors. We must create and keep high quality vendors and ensure the relationships are collaborative and mutually respectful. The following will detail the changes and status of the Vendorization Unit, Quality Assurance, Resource Development, Training and Community Engagement Units.

Vendorization continues to finalize new vendors and updates all license and insurance requirements. They hired the replacement staff, who started in October. The unit handles an average of 1400 calls a month, which are mainly technical assistance for internal staff, prospective vendors and established vendors.

The Resource Development and Transportation Unit has received the funding approval for the 2019-2020 Community Resource Development Plan from the Department. IRC received \$1.16 million in funds for a joint affordable housing project with the City of Coachella and Chelsea Development Agency. This is an exciting venture for IRC and will allow us to hold the leases on 10 studio and/or one-bedroom apartments for up to 45 years. It is the first non-HUD 811 affordable housing project that IRC has secured.

Quality Assurance is amid a restructure of the unit with three new staff members starting since the last report. In the restructure, the Employment Specialists will move to the Resource Development Unit and several caseloads will be reorganized for better efficiency. The liaisons continue to investigate and process hundreds of Special Incident Reports (SIR) a month. They continue to incorporate technology to enhance work processes, like the use of Seamless Documents for SIRs and Placement Requests.

The Training unit continues to focus on training the Self Determination participants and Person-Centered Trainings for our staff. They provided multiple community, vendor, IRC staff and family trainings. The community trainings included the San Bernardino Sheriff and Probation Departments.

The Community Engagement Unit held the 2019 IRC Fall Festival, on October 27, 2019. This year, the theme was Halloween and the turnout was higher than anticipated. The success of the festival in Riverside, will ensure we have it there again in 2020.



**Intake, Early Start, Clinical Services and
The Early Start Family Resource Network
REPORT
December 2019**

EARLY START

The Early Start Units continue to deal with exceptionally heavy case-loads due to the high volume of children (ages 0-3) that apply and meet the criteria that allows them to receive Early Start Services. The criteria for Early Start Eligibility is very different than the Eligibility Criteria for Lanterman Services (ages 3 and above). The Early Start Eligibility Criteria is defined by [Section 95014](#) of the California Government Code, as ***at least one of the following***:

- A developmental delay of at least 33% in one or more areas of either cognitive, communication, social or emotional, adaptive, or physical and motor development including vision and hearing
- An established risk condition of known etiology, with a high probability of delayed development
- High risk of having a substantial developmental disability due to a combination of biomedical risk factors

In addition to meeting eligibility criteria, to qualify for Early Start services through Inland Regional Center the child must reside in IRC's catchment area: Riverside and San Bernardino counties.

Intake

The Intake Unit carries a heavy load because of the wide variety of obligations for which they are responsible. The Intake Unit, (hand in hand with Clinical Services for the eligibility assessments), process ***all*** the Intakes--received by phone, on-line application, mail, email, and fax. They also process all the RE-activations (cases that have been inactive for one reason or the other and they choose to re-activate their case).

Another very large and time-consuming responsibility is the often-complex "Transfer-In" cases. Those are the cases of a Regional Center Client from one of the *other* 20 Regional Centers in California have moved to the IRC catchment area and their case needs to be transferred to us. And lastly, the Intake Unit processes the many "Transfer-Out" cases—when our clients move to other Regional Center catchment areas.