

**INLAND REGIONAL CENTER
VENDOR ADVISORY COMMITTEE**

VIA ZOOM

MINUTES

April 20, 2020

INTRODUCTIONS: Ms. Remington called the meeting to order at 9:06.

Ms. Remington announced this meeting will be informal. We want to check in with each other to see how everyone is doing. Approval of minutes from the last VAC meeting was skipped.

Vendor Category Report:

- 1) **Day Program:** Ms. De Anda reported they have been staying in contact with each other and the consumers via email. Some are doing teleconferencing/telehealth with consumers. They are doing well but find the consumers want to return to program.
- 2) **Health Facilities:** Mr. Heaslip reported CPH has been checking to make sure staff and consumers in ICF's are being monitored and that systems are in place for monitoring and quarantine if needed. Things change daily. They are monitoring temperatures for staff and consumers and isolating consumers who have symptoms. Staff with symptoms are staying home sick and self-isolating. Ms. Dalila Balderas gave the name of the QA representative to Mr. Heaslip so he can get the email listing for the ICF providers so they can stay in contact and so he can send updates to all.
- 3) **Infant/Children's Program:** Ms. Caicedo reported they had a pre-vac via Zoom on March 23rd. Ms. Steuwer from IRC answered billing questions. The group has transitioned well to telehealth services. The issue they have is when families do not have the capability to go online. A concern for the group is what happens when a child turns 3 and they still do not have a diagnosis. The group is staying positive and sharing success stories. Next meeting is April 27th via Zoom.
- 4) **Residential Service L2-L3:** No Report.
- 5) **Residential Service L4:** Ms. Kairu reported they needed clarification about the process to follow when a consumer AWOL's or are 5150'd and needs to return to the facility.
- 6) **Respite Program:** Ms. Delgado reported their providers are restricted from going home to home due to safety issues. Preferred providers are continuing to serve families. They are moving forward. They will have a meeting in May via Zoom.
- 7) **SLS:** Mr. Castanedo reported the providers stay in contact via email and telephone. He said his team is doing well and he thanked them for working together and adapting. He stated the Cal Fresh program has been a great help for consumers. He thanked regional center for the help and masks they were given. He also thanked facilities, QA, CSC's, PM's and the training unit for all their help.

- 8) **Specialist/Support Programs:** Ms. Remington reported they have not met. She has been forwarding any information received to the vendor group and the VAC representatives. She reminded representatives to send any questions to QA and then to forward the questions and answers to the providers. She also thanked regional center sharing information and for working together.
- 9) **Transportation:** Ms. Arnold reported providers are still transporting essential workers. They must have a letter saying they are essential. They are staying safe and will set up a Zoom meeting for May.
- 10) **Vocational Program:** Ms. Chatman reported they will have a pre-vac via Zoom this Wednesday. She is forwarding information she received to the providers. Essential employees and the job coaches are continuing to work. She asked about the frequency of meetings so providers can get updated information. Ms. Dalila Balderas said the QA unit will support Pre-Vac meetings to give updated information and answer questions. Please schedule with liaison.
- 11) **Behavioral Mod:** Ms. Norum reported on the Pre-Vac meeting last Thursday via Zoom. Emily Ensign and Dan Moore of the QA unit were on the call to answer questions. She continues to forward information to providers. Still no end date to the DDS emergency directive. Providers will have time to plan for the new normal when programs are able to reopen.
- 12) **Member At Large:** Ms. Delgado had nothing to report.

Committee Reports

- 1) **Legislative Committee Report:** A detailed legislative report prepared by Ms. Jennifer Cummings was emailed to all this morning. If anyone has any questions about the report, they can email Ms. Cummings.
- 2) **Membership Committee Report:** Ms. Remington reported that Ms. Gimm will be resigning from the VAC representative position. There is an opening for her position.

Regional Center Update: Ms. Johnson reported most regional center staff are working remotely. There are a few that cannot work from home, so they still come to the office. She thanked Kurtis Franklin for his help to get Teams up and running. She thanked Vince, Dalila, Eric and Brian for all their help in getting the masks etc. to providers. They speak with DDS weekly and information is sent out as appropriate. Ms. Johnson reported Ms. Sheila Stark is resigning as IRC Board Chair and Mr. Cameron Page will assume the position. Next Board meeting is May 10th.

Mr. Toms reported:

1. IRC Surge capacity. We have approximately 6-8 homes available with 2 currently being used for quarantine. Approximately 5 other residential facilities in some form of quarantine. DDS and RCs are working in conjunction to review all placements. Readmitting a client into a two-bed room are proving problematic.
2. Personal Protective Equipment (PPE). All residential facilities and SLS vendors have been given masks. There are no gloves, gowns or face shields available. There is a small cache of masks right now, as well as a couple dozen small bottles of hand sanitizer that are being saved and deployed in quarantine situations. We are hoping for another shipment of masks from DDS, but there are no guarantees at the moment of when we will secure them.
3. Vendors need to start thinking about the "new normal," of service provision, when we go back into service provision. The system is just now starting to talk about how and when to reopen. We will ask the vendors to have a plan to operationalize the safest environment possible for our clients. Think about how

you will maintain social distancing, a hand washing protocol, will you do temperature checks on everyone to start the day, will there be a mask requirement, will you open in stages, what type of training will staff and clients receive, etc. There is a lot to think about and if we do not do this correctly, we could very well see a second outbreak. Our population just has so many risk factors that we need to be cautious. Start thinking about your plan to safely reopen in the near future.

Mr. Toms also thanked the providers for working together and with regional center to get the teleservice model up and running for our consumers.

Mr. Urtz thanked the providers for all their hard work.

Ms. Webster thanked the providers for their hard work, collaboration, questions and dialog.

Ms. Balderas thanked the providers for the support and collaboration.

Training Offering: None

Resources: None

Financial: Ms. Steuwer reported POS is working remotely. They are working hard to pay everyone on time. They are adding more pay dates to accomplish this. If anyone has POS questions, they can email askpos@inlandrc.org.

Old Business: None

New Business: None

Public Input: None

Next meeting is scheduled for May 18, 2020 at 9:00 am via Zoom.