

**INLAND REGIONAL CENTER  
VENDOR ADVISORY COMMITTEE**

**VIA ZOOM**

**MINUTES**

**July 20, 2020**

**COMMITTEE MEMBERS PRESENT:** Felecia Arnold, Transportation: Johanna Caicedo, Infant/Children's Programs: Marie Chatman, Vocational Programs: Lynn De Anda, Day Programs: Jenn Delgado, Member at Large: Timothy Heaslip, Health Facilities: Mumbi Kairu, Residential Service L4: Donna Norum, Behavioral Modification: Donita Remington, Specialist/Support Programs: April Stewart, Respite Programs.

**INTRODUCTIONS:** Ms. Remington called the meeting to order at 9:02.

**Roll was taken of the committee members.**

**Minutes: MINUTES: Motion made to approve minutes of June 15, 2020: M/S/C De Anda/Heaslip.**

Ms. Remington announced Mr. Castanedo has resigned his position with the VAC. She thanked him for his service.

**Vendor Category Report:**

- 1) **Day Program:** Ms. De Anda reported they met last Wednesday via Zoom and had a large turn-out. Several staff from IRC were on the call. They discussed IDT meetings; providers may request a meeting when needed. They discussed PPP loans. They talked about re-opening plans and sending the plans to Inland. IRC is requesting that providers send weekly reports to the CSC's as they will need the information to write the IPP. Additional questions are being sent to their liaison and Vince Toms.
- 2) **Health Facilities:** Mr. Heaslip reported his group has not yet met. He started his position when things closed. He is working on compiling emails for the providers. He discussed allowing visitors into the ICF's, but it is not yet safe, so visits are still not allowed. The 2% Covid relief ends in August. The 10% continues and end date has not been determined. Those living in ICF homes are vulnerable and will not be going back to program right away.
- 3) **Infant/Children's Program:** Ms. Caicedo reported on the meeting of last Monday. They continue to meet every 2 weeks. Vince Toms joined the call to answer questions. They talked about reopening and the need to have conversations with families regarding needs and safety. Teleservices will continue. There is a concern with the lack of referrals. There will be an IEP training on July 28<sup>th</sup> in English and July 29<sup>th</sup> in Spanish. Flyers will be sent out
- 4) **Residential Service L2-L3:** No Report.
- 5) **Residential Service L4:** Ms. Kairu reported her group has not met but they continue to email concerns. They have concerns with the extended time of consumers being kept at home. They need more staffing and are asking about reimbursement for the added costs. They discussed the PPP loans, reopening and the issue of bringing the virus back to the home either from program or transportation. They discussed

transportation and have questions regarding social distancing and transporting together, consumers from multiple homes. They asked if more PPE was available.

- 6) **Respite Program:** Ms. Delgado reported they met on the 14<sup>th</sup> via Zoom. Staff from IRC POS department joined the call to answer questions. They have questions on state of emergency billing, Covid-19 authorizations. They experienced connectivity issues, so the call ended and a follow up was scheduled. They are having issues with CPR certification and extensions. They will continue to provide services in a safe manner.
- 7) **SLS:** No Report
- 8) **Specialist/Support Programs:** Ms. Remington reported her group has the same issues as everyone else. Services need to continue but in a safe way. Ms. Remington said she continues to send out information she receives to all representatives and they in turn should send to their providers. Questions should be sent to the service representative and they will forward to the liaison. Communication is very important at this time.
- 9) **Transportation:** Felecia Arnold reported they discussed transportation and how it will work. Their plan has been sent to IRC. They will have hand sanitizer, gloves, masks. Some vans will have plexiglass or plastic partitions. Transportation is ready and equipment is in place. They discussed taking temperatures, how it will work, and they talked about training. There are links on each county website for PPE. Billing was discussed. Several legislators signed a letter asking for additional funding to continue. They thanked Vince for his support and information.
- 10) **Vocational Program:** Ms. Chatman reported they have not yet met but will meet August 12 via Zoom. If anyone has agenda items for the meeting, email Ms. Chatman. The new DDS directive extends the absence billing through August and it gave more guidance. There are still questions and a lot of anxiety. Ms. Remington noted those not receiving notification emails should email their representative to be added to the list. If anyone needs the email address for their representative, they can email Coby Carwile to attain the email.
- 11) **Behavioral Mod:** Ms. Norum reported on the meeting of June 29<sup>th</sup>. They discussed the changes from the first DDS directive. They talked about the budget, reopening and how to support each other. Next meeting is not yet scheduled.
- 12) **Member At Large:** Ms. Delgado had nothing to report.

## **Committee Reports**

- 1) **Legislative Committee Report:** No Report.
- 2) **Membership Committee Report:** Ms. Norum reported they interviewed Audrey Andrade for a Member at Large position. There is a position open for SLS and Residential Level 2 & 3. If interested, let Ms. Norum know.

**Motion made to approve Audrey Andrade as Member at Large: M/S/C: Norum/Stewart.**

**Regional Center Update:** Mr. Toms thanked Mr. Castanedo for his service to the VAC group. He was instrumental in getting the CalFresh program to be so successful. Mr. Toms stressed that information changes rapidly. The virus was infecting more care homes but now it seems to be infecting more in the family homes. Mr. Toms is working on getting more PPE for vendors but for now, we need to distribute some to consumers and families. IRC will continue to provide PPE to homes going into quarantine. Providers need to be watchful of cross contamination when sharing staff. The numbers continue to climb. Inland cases are about 33% in facilities and 39% in family homes. There are several ICF's and CCF's in quarantine. Reopening has slowed due to the spike in cases. The new DDS Directive came out on Friday. Go to DDS website to read. Also, on the DDS website is the blueprint to reopen. There is a letter and 3 enclosures. Providers need to plan on how to reopen and sell their program. Safety is paramount. There are state guidelines and county guidelines. Providers need to make sure they are following the most restrictive guidelines for safety. Really look at what DDS is saying and make a safe plan. Each provider needs to submit a plan by September 1st and all enclosures need to be completed. Detailed notes will be required for each person. These will probably be audited and be tied to funding. The information in the enclosures will determine when a provider can reopen. Enclosures and training must be completed before reopening can happen. Providers are able to use the platform they choose to engage and provide services to the consumers. Providers can make a video to teach a subject. Providers need to rebrand their services and focus on safety and accountability. Services will need to be individualized for each consumer. CSC's will need to know what the provider is doing for each consumer in order to create the IPP. Many consumers have medical needs and they must feel safe in order to want to return to program. These are DDS directives, not regional center directives. Half day billing has been waived.

Ms. Johnson reported Inland continues to work remotely through August. Testing for staff will be held this week at the building. She thanked everyone for their hard work and dedication to the consumers.

Ms. Webster and Mr. Urtz thanked the providers for their participation.

**Financial:** Ms. Steuwer reported the uniform holiday schedule has been suspended. She suggested to providers they change the classification of their field workers to administrative while working remotely to save on workers comp insurance. They will work on getting clarification on enclosure B and C.

**Training Offering:** It was requested that IRC do virtual training/enrichment for the providers. Will look into.

**Resources:** None

**Old Business:** None

**New Business:** None

**Public Input:** There was some concern about confidentiality using Zoom. Some use Flipgrid and Nextiva. Some expressed thankfulness at the scaling back on reopening. Lawsuits have been filed and can affect everyone.

Next meeting is scheduled for August 17, 2020 at 9:00 am via Zoom.