

AGENDA
INLAND COUNTIES REGIONAL CENTER, INC.
BOARD OF TRUSTEES MEETING
MONDAY, September 14, 2020
Meeting: 4:00 p.m. to 6:00 p.m.
Only Via Live Stream at [Inlandrc.org/live](https://inlandrc.org/live)

Call to Order/Mr. Page

Minutes of July 13, 2020 Annual Board Meeting/Mr. Page	Action
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Public Input: Comments limited to 3 minutes per person. Action may not be taken on any item that is not on the Agenda. ***Due to the existing COVID-19 State of Emergency, all requests for public comment must be submitted in writing prior to the meeting by using the submission form found at inlandrc.org/live. In order to protect the rights of our consumers, comments should not include personal consumer information. If you have a specific issue or comment, contact your CSC or email your comments to Btrustees@inlandrc.org.***

Executive Director's Report/Ms. Johnson	Info
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Expenditures Related to Covid 19/Ms. Steuwer	Info
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Director's Reports/Directors	Info
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Committee Reports (Written Reports)

1) Another Way/Ms. Gonzales	Info
2) Legislative Committee/Ms. Cummings	Info
3) Vendor Advisory Committee/Ms. Remington	Info
4) Master Trust Committee/Ms. Miller	Info

Old Business: None

New Business

1) VAC Member Approval/Ms. Remington	Action
2) Employee Benefits/Ms. Steuwer	Action
3) DDS Audit/Ms. Steuwer	Info

Trustee Input

Next Meeting Date: November 9, 2020

MINUTES OF JULY 13, 2020
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

BOARD PRESENT VIA CONFERENCE CALL: Peter Asten; Kiana Buffington; Carmen Estrada; Alicia Lara; Ted Leonard; Eric Naranjo; Cameron Page; Donita Remington; Rene Rojo; Gizelle Siojo; Joshua Souder; Alva Stewart

BOARD MEMBERS ABSENT: Elvia Sanders

FACILITATORS PRESENT VIA CONFERENCE CALL: Nicole Atkinson; Phillip Botello; Robyn Souder

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

STAFF PRESENT VIA CONFERENCE CALL: Ben Cheng; Kurtis Franklin

RECORDING SECRETARY: Sandra Guzman

CALL TO ORDER: Mr. Page called the meeting to order at 4:06 p.m.

MINUTES OF MAY 11, 2020 ANNUAL BOARD MEETING: 1. Motion made to approve the minutes of the May 11 Annual Board Meeting as presented M/S/C Naranjo/Lara.

PUBLIC INPUT: Mr. Damewood submitted the following written comment.

I know all are very busy. Thanks so much for your time. I want to share the link of the CDC that is specific to DD facilities. It states if a resident is an essential worker the resident can come and go as needed. This should show the CDC support of limited family and friends visits since an essential worker at a store open to the public would encounter many contacts a day. I am confused since freedom has always been the hallmark of California as doors at facilities must not lock on the inside letting a resident leave if they wish.

Staff comes and goes as their shift ends. When with residents only, staff does not wear masks nor gowns. While on break, some staff even smoke cigarettes. When Staff is off duty they go to their spouses, friends, shop, and much more. Therefore, if there are not symptoms of physical temperature the Staff is allowed to go right back to work at the facility, but for residents it is being declared if they go out for Mother's or Father's Day, the 4th of July, or other Family visits that Residents must automatically isolate for 14 days. How does this help the Resident's mental health or provide any infection control?

I do wear a mask when out. I use disposable gloves in certain situations. I do believe in public we must keep up our guard. I would share too for the Inland Valley Health Plan that out of 19,000 members by end of June they had only 21 cases reported. Statistics are a bane to me as LA County saved all their recent data and condensed it to show a spike. For instance 2 people come to visit daily for 14 days so 2 a day, but if totaled on the last day all 28 show up at once. Also, Smalltown-USA has one a person with a stroke and next year there are 2 that is a 100% increase.

Please apply the same rules to Residents as we do Staff. Infections may be more of an isolation issue with staff coming and going, bringing in their lunch - even their family or friends and more. I do not think automatically isolating a Resident for merely being intellectually disabled is either fair or respecting Civil Rights.

PRODUCTIVITY PRESENTATION: Mr. Franklin went over IRC's Productivity Report with the Board. Report was included in July 13th meeting packet.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson reported the following: 1. IRC's current number of active cases is 39,894 which is an increase of 14 cases. 2. IRC currently has 494 service coordinators. Current caseloads are 78:1. IRC has implemented a hiring freeze and will not be filling staff vacancies or growth positions for this fiscal year. 3. Staff will continue to work remotely. Staff may come into the office one day per week. A self-assessment check in process has been established, all staff and individuals coming into the building are required to complete prior to entering the building. Everyone is required to wear a mask and practice social distancing. 4. Covid-19 Testing was held on site on June 24 and June 25 for all employees, board and individuals who enter our building. We had 266 participants. Results showed 3 tested positive for Covid and 1 for antibodies. Another testing is scheduled for July 22 and 23. 5. PPE Distribution. Ms. Johnson thanked Vince Toms, Brian Tremain, Gabriel Ortiz, Dalila Balderas and their staff for continuing to pass out PPE to our vendors. 6. California's final budget includes several trigger cuts. DDS system will not face those that were talked about in May. 7. IRC received confirmation from the Department that the 2020 Performance Contract was approved and it is posted on IRC's website. 8. Congratulation to Katherine Orozco for receiving the "Above & Beyond" award for the month of May.

EXPENDITURES RELATED TO COVID 19: Ms. Steuwer reported the additional expenditures for respite, residential support and bed hold due to Covid 19 to be \$5,314,377. We are expecting and addition 1.5 million for the month of July now that state of emergency has been extended through July. The expenditure per service was submitted in her report.

DIRECTOR'S REPORT: The Directors submitted written reports. The Board had no questions.

COMMITTEE REPORTS

1. **ANOTHER WAY:** Ms. Gonzales submitted a written report. No questions from the Board.

2. **LEGISLATIVE COMMITTEE:** Ms. Cummings submitted a written report. The Board had no questions.
3. **VENDOR ADVISORY COMMITTEE:** Ms. Remington reported that the VAC is holding monthly meetings via zoom. Vendors expressed a lot of anxiety and concerns. They shared information and offered support to each other in these challenging times. Ms. Remington wanted to thank IRC and Mr. Toms who has been very supportive.
4. **MASTER TRUST COMMITTEE:** Ms. Miller submitted a written report. No questions from the Board.

OLD BUSINESS:

1. **WORKER'S COMP INSURANCE:** Ms. Steuwer shared that the Executive Committee approved IRC's Worker's Comp Insurance policy effective July 1, 2020 Redwood Fire & Casualty Insurance, Co. a Berkshire Hathaway Company. The policy premium for this fiscal year is \$484,918 which is a savings of \$129,052.

NEW BUSINESS:

- 1) **\$250,000 CONTRACTS:** Mr. Toms stated that the Executive Committee reviewed 6 contracts (2 Family Homes Agency, 1 Creative Art Program, 1 Specialized Residential Facility 113 Home, 1 Psych Service and 1 Day Program) in detail that are or have the potential of exceeding the \$250,000 threshold. Mr. Toms is requesting a motion to approve the 6 contracts. **2. Motion made to approve the 6 contracts listed in Mr. Toms report M/S/C Leonard/Stewart.**
- 2) **2021 BUDGET UPDATE:** Ms. Steuwer reported that on June 23, 2020, IRC received its preliminary allocation from DDS for FY 2020-21. The preliminary allocation for this new fiscal year represents 85% of the base allocation for a total of \$507,450,843. POS received \$442,295,798 and OPS received \$65,155,045. The trigger cuts originally planned were included in this allocation but will be returned in the next allocation. Ms. Steuwer also shared that in the new fiscal year she will giving trust updates on a quarterly basis.
- 3) **2020 HEALTH BENEFITS:** Ms. Steuwer stated that the employee new health benefit year starts on October 1, 2020. IRC's broker, Gallagher is looking for the best health and dental plan available. Ms. Steuwer is requesting the Board grant the Executive Committee the authority to approve the employee's health benefits for plan year 2020-21. **3. Motion made to authorized the Executive Committee to approve IRC's health benefits for plan year 2020-21 M/S/C Naranjo/Souder.**
- 4) **BANK LINE OF CREDIT:** Ms. Steuwer shared that the Executive Committee, with the Board's authority, approved IRC's Line of Credit with Union Bank for \$45 million dollars. DDS said that IRC's cash advance may be in the bank on July 15th. If funds are not received,

IRC will have to use the line of credit on Friday. IRC's cash on hand is \$20 million dollars, POS expenditures for July is \$30 million dollars. If we don't receive the cash advance by Friday we will have to borrow additional funds in order to pay our vendors. Ms. Steuwer is requesting the board authorize the Executive Committee the authority to approve additional funds if needed for July, August and September. **4. Motion made to authorize the Executive Committee the authority to approval additional funds for July, August and September if needed M/S/C Naranjo/Leonard.**

- 5) BANK RESOLUTION RE: SIGNATORY ON BANK ACCOUNTS: Ms. Steuwer stated that due to recent changes in board officers and officer of the corporation it has become necessary to update the names of the individuals who are authorized to sign on behalf of the corporation on various bank accounts. Designated signatories and changes are noted in Exhibit A and B. **5. Motion made to approve the Board Resolution as presented M/S/C/ Leonard/Naranjo.**

TRUSTEE INPUT: None

Mr. Page adjourned the meeting at 5:15 p.m.

Sincerely,

Carmen Estrada
Board Secretary

Alva Stewart
Board Vice Chair

MOTIONS FOR THE JULY 13, 2020 BOARD OF TRUSTEES MEETING:

- 1. Motion made to approve the minutes of the May 11 Annual Board Meeting as presented M/S/C Naranjo/Lara.**
- 2. Motion made to approve the 6 contracts listed in Mr. Toms report M/S/C Leonard/Stewart.**
- 3. Motion made to authorized the Executive Committee to approve IRC's health benefits for plan year 2020-21 M/S/C Naranjo/Souder.**
- 4. Motion made to authorize the Executive Committee the authority to approval additional funds for July, August and September if needed M/S/C Naranjo/Leonard.**
- 5. Motion made to approve the Board Resolution as presented M/S/C/ Leonard/Naranjo.**



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

Executive Director's Report

September 2020

Respectfully Submitted by Lavinia Johnson

CONSUMER TOTALS:

IRC's current number of active cases is 39,832.

During the pandemic, DDS has required all regional centers to log consumers who tested for COVID-19 with positive results, or the outcome of death after a positive test even if the cause of death did not state it was COVID-19 related; as well as, other information such as residence or place of isolation. This information is sent to the department daily. To date, IRC has 200 consumers who tested positive, and 7 consumer deaths where the cause was related to COVID-19.

STAFFING:

We currently have 769 employees of which 509 are service coordinators. We have a hiring freeze, and we are discussing lifting it as there are challenges associated with new staff training. Our caseloads continue to be at an average of 78:1.

RE-ENTRY PLAN:

For the month of September, IRC staff will continue to work remotely as an option. Staff may come into the office one time a week or as needed. Managers and Directors may come in 2 to 3 times a week or as needed. We continue to keep the number of people entering the building at a minimum for health and safety. We continue to use our self-assessment tool that all staff and individuals coming into the building on a regular basis are required to complete prior to entering the building. All staff and other individuals who work inside the building must wear masks in all common areas and practice social distancing. We continue to provide hand sanitizer throughout the building and masks when people do not have one.

Visitors entering our building are required to abide by CDC guidelines as well.

Service Coordinators continue to maintain remote contact with all consumers. The directors and program managers are discussing several plans on how to provide services and maintain health and safety for our consumers as we continue to face COVID-19 exposure.

RECENT EVENTS:

COVID-19 ONSITE TESTING. IRC partnered up with the Wellness Group and PMH Laboratory to offer free on-site COVID-19 testing on Thursday August 20 for all employees, board members, family, and other individuals who enter our building. Although the tests were not mandatory, they were recommended. We had 213 participants.

PPE DISTRIBUTION:

Thank you, Vince Toms, Brian Tremain, Gabriel Ortiz, Dalila Banderas, and CJ Cook and all your staff who continue to pass out PPE to our vendors and families. Please refer to Vince's Community report for more details.

PERFORMANCE CONTRACT:

IRC received correspondence from the Department that the FY 2020 Performance Contract was approved. The English and Spanish version are posted on IRC's website.

**INLAND REGIONAL CENTER
Board of Trustees
Executive Committee Meeting**

July 15, 2020

11:00 a.m.

AGENDA

EXECUTIVE COMMITTEE: Cameron Page, Chair; Alva Stewart, Vice Chair; Carmen Estrada, Secretary; Kiana Buffington, Member at Large; Ted Leonard, Member at Large

STAFF/*EX OFFICIO*: Lavinia Johnson, Executive Director; Kevin Urtz, Associate Executive Director; Steve Beckett, General Counsel; Merissa Steuwer, Chief Financial Officer

RECORDING SECRETARY: Sandra Guzman, Executive Assistant

1. Master Trust's Request for Information (RFI) document
2. Tax Return Filing
3. Results of DDS Audit for Fiscal Year ended 6/30/2019
4. Line of Credit
5. Bank Signatures
6. Board Minutes of July 13, 2020

Next Executive Meeting: August 19, 2020

**INLAND REGIONAL CENTER
Board of Trustees
Executive Committee Meeting**

July 15, 2020

11:00 a.m.

AGENDA

EXECUTIVE COMMITTEE PRESENT VIA CONFERENCE CALL: Cameron Page; Alva Stewart; Kiana Buffington; Ted Leonard

STAFF/EX OFFICIO PRESENT: Lavinia Johnson; Kevin Urtz; Steve Beckett; Merissa Steuwer; Ben Cheng; Sandra Guzman

STAFF PRESENT VIA CONFERENCE CALL: Kevin Urtz; Merissa Steuwer; Ben Cheng

1. Master Trust's Request for Information (RFI) document: IRC's Master Trust Committee is exploring the possibility of hiring a Trust Consultant to review Investment Policy, asset allocation portfolio and monitor investment. IRC Master Trust Committee reserves the right to make no changes and maintain the current arrangement. This is an exploratory process and no action may be taken. Merissa intends to devote more time to Master Trust and will plan on providing quarterly reports to the Board. **Motion made to approve seeking Requests for Information M/S/C Leonard/Buffington.**
2. Tax Return Filing: Merissa reported that IRC filed its tax return last Monday. IRC is in compliance in regard to tax return.
3. Results of DDS Audit for Fiscal Year ending 6/30/2019: Merissa was proud to announce for the 3rd year in a row, DDS has given IRC a clean audit. DDS also waived their exit interview since there were no findings to report. Next audit is scheduled for March 2021.
4. Line of Credit: Merissa reported the Board approved IRC's Line of Credit with Union Bank for \$45 million dollars. DDS notified us that IRC's cash advance should be deposit today. We just heard from DDS that IRC's cash advance will be in the bank on Friday so we will not to borrow the money after all.
5. Bank Signatures: With recent changes in Board Officers, we will the Chair and Secretary to come into the office with the change in board officers. We need to have Cameron and Carmen come into office to provide their signature on new bank forms. Wet signature are required on all documents.

6. Board Minutes of July 13, 2020: Merissa stated that whenever we change signatories, the bank requires us to submit a board resolution and minutes showing the board approved the resolution. Merissa needs the Board's authorization to release the draft minutes to the bank. **Motion made to release the draft minutes prior to the Board's approval to the bank M/S/C Leonard/Stewart.**

Next Executive Meeting: August 19, 2020

**INLAND REGIONAL CENTER
Board of Trustees
Executive Committee Meeting**

August 12, 2020

11:00 a.m.

AGENDA

EXECUTIVE COMMITTEE: Cameron Page, Chair; Alva Stewart, Vice Chair; Carmen Estrada, Secretary; Kiana Buffington, Member at Large; Ted Leonard, Member at Large

STAFF/EX OFFICIO: Lavinia Johnson, Executive Director; Kevin Urtz, Associate Executive Director; Steve Beckett, General Counsel; Merissa Steuwer, Chief Financial Officer

RECORDING SECRETARY: Sandra Guzman, Executive Assistant

1. Employee Benefits
2. Update on IRC's Master Trust Consultant Services
3. Building the September Agenda

Next Executive Meeting: September 16, 2020

INLAND REGIONAL CENTER
Board of Trustees
Executive Committee Meeting
August 12, 2020
11:00 a.m.

PRESENT VIA CONFERENCE CALL: Cameron Page; Alva Stewart; Kiana Buffington; Carmen Estrada; Ted Leonard

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

1. **EMPLOYEE BENEFITS:** Merissa reviewed the employee health, vision, and dental benefit options. Based on the recommendation of staff the committee approved the following: 1) Motion to select Kaiser, Blue Shield, Cigna Insurance and retain same share of cost for employees M/S/C Leonard/Buffington. 2. Motion to select Eyemed for vision, share of cost will remain the same M/S/C Leonard/Buffington. 3. Motion made to select Medicare Kaiser and UHC with same share of cost as last year M/S/C Leonard/Buffington. 4) Motion to select Kaiser, Blue Shield, Cigna Dental with same share of cost as outlined by Merissa M/S/C Leonard/Buffington. 5) Motion to select ancillary services such as life, accidental, long term disability as indicated by Merissa M/S/C Buffington/Stewart.
2. **UPDATE ON IRC's MASTER TRUST CONSULTANT SERVICES:** Merissa shared the Request for information (RFI) request was presented to the Master Trust Committee on Tuesday. The committee agrees to send out the request however, reserve the right to make no changes and maintain the current arrangement. The Trust is currently with Clifford Swan. They have been IRC's Master Trust investment consultant service since 2012. Merissa will report back to committee once RFIs have been received and reviewed.
3. **BUILDING THE SEPTEMBER AGENDA:** The following will be added to the September Board Meeting Agenda: VAC Member Approval, Employee Benefits, Covid Expenditures, DDS Audit

NEXT EXECUTIVE COMMITTEE MEETING: September 16, 2020

Director Adult Services Report
September 2020
Respectfully submitted by Don Meza

Adult Services Team Update: The adult services team continues to work remotely since the state of emergency was declared by Governor Newsom on 3/04/2020. The Service Coordinators have remained productive and are meeting documentation requirements without face to face contacts at this time. The staff primarily use iPads to access agency documentation and data. Since March, there have been challenges and sudden policy changes, but staff have been flexible and are adapting to the everchanging environment. As the program funding picture changes, DDS has sent out directives to the regional centers to confirm service delivery mechanisms for the regional centers. There are currently 13 teams with 200 service coordinators that cover the two-county area in Adult Services.

Federal Programs/Medicaid Waiver (MW): IRC facilitated a transparent review of documentation, with access to residential facilities as well as day programs, and visits with consumers in their own homes in October 2019. IRC serves nearly 15,000 active Medicaid Waiver enrolled consumers. The review process and reaccreditation of Waiver cases has been challenging in the current remote working model. The QIDPs and their support staff have received "laptops" to better access data from IRC while working remotely. Regardless of COVID 19, 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 Committee met via "ZOOM" on July 30th. 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. Remote/Virtual orientations during COVID 19 have been scheduled to accommodate the selected consumers. We appreciate all the efforts that Jonathan Eckrich and his team have made to schedule the new Remote/Virtual Self Determination orientations. As a regional center we have made progress with self-determination and as of this writing there are 9 consumers active in Self Determination and 4 more pending.

Inland Regional Center Children & Transition Services

September 14, 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 July 31st, we currently have 19,720 cases under School Age and Transition services. School Age has 12,296 and Transition has 7,424 cases. There are 222 active caseloads of which 140 are in School Age and 82 are in Transition. This is a net growth of 534 cases in the past six months.

Remote Work

Due to the Corona Virus Pandemic all of Case Management has been working remotely since mid-March of this year. CSC's have been accommodating to the new way of serving our consumers. As directed by DDS, all in person meetings have been suspended and CSC's hold Individual Program Plan (IPP), Quarterly Review (QR's) and Interdisciplinary Team Meetings (IDT's) virtually and/or over the phone. CSC's contact their families regularly for meetings and to see how they are dealing with the pandemic. School age and Transition service CSC's have been receiving respite increase request from families due to the pandemic. Families are tasked with being not only the parent but now the schoolteachers. Families have been provided with temporary increases that will end once the State of Emergency is declared over by the Governor of California. Respite continues to be a popular service due to it providing the families a much-needed break from the ongoing responsibilities. Respite however does not provide duplicate services the school districts are mandated to provide. It simply is an intermittent break that families can access as IRC consumers.

Service Delivery

Although, things look different, our consumers continue to receive services from our providers and our CSC's. Day Programs have been offering virtual services as well as our Behavior Intervention Services. Families have acclimated to this new way of service delivery as well as our consumers. We look forward to the day that we can start services in person, however, our CSC's and agency understand that we need to follow the directives of the department and the recommendations of the Center for Disease Control.

I am proud to say that our CSC's, Program Managers, and all of our IRC's staff have worked together to ensure that our consumers receive the needed services. It truly is a team effort to ensure our agency continues to operate for our main purpose-serving our consumers. I am sure all of us at IRC are proud of the work we do and are counting the days until we can return back to some type of normalcy.

Community Services

Board of Trustees Quarterly Report**September 14, 2020****Respectfully Submitted by Vince Toms**

Since the last formal report, the Regional Center system has provided services to our clients through remote service delivery, as best as possible. As the system looks to reengage, without the retainer payments, we have been reinforcing the need for providers to submit the DDS directives and continue to provide services in the safest possible way. Currently, service provision is still safest in a remote alternative and not face to face.

We continue to vendor the residential facilities for supplemental staffing, to help meet the client's needs now that they are home 24/7. We also continue to support the day program vendors to maintain remote programming, meaning daily to weekly contact either by phone, Skype, or other social platforms to maintain the relationships and programming needs.

We have ensured that every vendor type has now received Personal Protective Equipment (PPE) to meet the health and safety needs of the clients and vendor staff. Since the end of March, each vendor category has received an allotment of PPE. The Quality Assurance Unit team up with our Facilities Unit to provide the PPEs weekly. Approximately 300,000 masks, 600 gallons of sanitizer, face shields and gowns have been distributed to our vendor community.

IRC has now started community giveaways of PPEs to families and clients, which is being led by our Community Engagement Unit. We have had giveaways in the High Desert, at IRC and in the Menifee areas, as of last writing. We have ordered a large supply of PPE from DDS, to continue to meet the needs of our community to include families and vendors.

The IRC Training Unit has been busy making all face to face trainings, like the Vendor Continuing Education Trainings and New Staff Training into virtual platforms. It has been an incredible endeavor to get the content and curriculum up and running so our staff and vendors do not miss out of training opportunities.

Currently, we have been working with our vendor community, on the reengagement, which must be done safely, as both San Bernardino and Riverside Counties continue to be on the state watch list. The bottom line is we must adhere to a safe and coordinated re-engagement and reopening plan. In the meantime, remote services continue to be the safest alternative to face to face services.



**Intake, Early Start, Clinical Services and
The Early Start Family Resource Network
This specific report will focus on Clinical Services and Intake
June-July 2020**

Clinical Services information as reported by Program Manager Wasima Alvi

Since the first “Drive Up OT/PT Clinic” was such a success with families, we held three more clinics, which distributed the needed equipment. In addition, we completed in-person evaluations for clients in a private area of the IRC back parking lot, ensuring compliance with CDC precautions for COVID conditions.

The Tots ‘n Toys clinic for Early Start children has taken the shape of virtual clinic as well. The Occupational Consultants and parents observe the child playing with a specific adaptive toy provided for hand-eye coordination, cognitive, social, and developmental care needs. They then loan the appropriate toys to the family. Additional toys have been ordered for this clinic. The parents are happy with the virtual clinic and their interaction with a professional and now they share videos of their child playing with the toys and that did not happen very often before now.

This Quarter electronic reviews of Intake files have begun. In addition, Tele-Medical Intake appointments have also started. The LLUMC physicians were individually trained on this as well as how to perform virtual visits with the Intake families.

Before remote services, Physician Intern Training took place inside the IRC building. Training has returned with the AHRMC physicians but this time through virtual presentations. Clinical Services trains these physicians to appropriately assess and treat our clients with Developmental Disabilities with insight and care. They also learn to observe and look for any early signs in “at risk” children under three years old.

The clinical services unit nurse worked with the training unit to provide virtual trainings for community care facilities. Various training topics will be added and provided as needed. Three units (Clinical Services, QA, and Training Unit) are working hand in hand towards improving the residential care provider staff’s skill set so they continue to provide our clients with exceptional and safe care.

Behavior Modification Review Committee (BMRC) is presently under construction and the first meeting is scheduled to take place in September.

Clinical Review Committee continues to meet remotely each week. The Service Coordinators bring an average of 30 cases per month that request various consultation services, equipment, or other requests for funding.

Intake information as reported by Program Manager Mary Joseph Bacon

The health and well-being of Inland Regional Center's consumers and families has continually been our top priority. We are actively working to assure that our consumers are served across the Inland Empire in a supportive and timely manner. We are deeply focused on our consumers and will continue to develop a coordinated strategy throughout the pandemic period.

Intake Chart Reviews

- 100-125 chart review being conducted each week by intake administrative staffers i.e. Evelyn De La Torre, Wendy Elias, Sonja Henderson, Marcela Sanchez, and Arlene Terrazas
- Eligibility review per existing records 20-25 each week as “Virtual Record” review is actively in process
- 10-15 NOA’s processed each week
- For Quarter ending 3-31-2020, we processed 394 transfer-in cases and we processed 112 transfer-out cases for a net gain 282 cases

Intake Appointments Currently Scheduled/Under construction

- 15-20 Social Assessments conducted each week
- 8-10 Virtual vendored Psychological Assessments conducted each week
- Last up-date From DDS 6/8/2020 extended the continuance for tele-social assessment through the 23rd of July, we are on the ready for the next phase and continue to complete social assessment via tele-social process
- In preparation for the return to “face to face” work phase, intake has been innovative in designating two ES clinical room for Retro-COVID-fitting, to assure that we’ll have safe designated space for our return to F/F (in-person) service
- Our First F/F Tele-medical was completed on the 16th of July. The tele-medical required a translator and Senior Intake Counselor Libby Aguilar performed superbly. The results were successful. At present 5 tele-medicals have been completed
- One issue of concern continues to involve the delays of in-person/face to face psychological assessments. Tele-psychological assessment cannot substitute for face to face assessments on specific cases that have identified by the clinical team. Hence, delays will be noted with detailed SANDIS notation for future reference

Intake Technology Application

- Intake staff continues to work remotely 95% of the time (utilizing Surface-Go technology/hardware). In our quest to be fully digital/paper-less ready we had our first “Teams: Tele-training on the 28th of July. As a result, the intake team has submitted digital files to the clinical team for eligibility review
- The team continues to answer incoming calls and return calls via the team’s apps. Staff have responded to all emails and phone inquiries in a timely manner
- Continued trend for the month of August is noting an increase in referrals and transfer-in’s. Please note that with the start of the school year, even a virtual school year, referral increase significantly, and we are prepping for the surge
- Intake Unit meetings are held every Monday via Tele-Team conference. Staff is aware of the need to be flexible regarding the state of COVID-19



Inland Regional Center Board Report
Submitted by Andrea Gonzales, Another Way Coordinator
Date: August 25, 2020

I. Holiday Activities

- a. Currently planning Thanksgiving Food Drive, Holiday (Christmas) Food Drive, and Toy Drive.**
- b. Thanksgiving Food Drive**
 - i. Goal is to serve 200 consumers by providing \$50 Wal-Mart Gift Cards to individuals and families in need.
 - ii. Gift-Cards will be mailed out.
- c. Holiday (Christmas) Food Drive**
 - i. Goal is to serve 250 consumers by providing \$50 Wal-Mart Gift Cards to individuals and families in need.
 - ii. Plan A – Have consumers pick-up their food cards on December 12th from the IRC parking lot. We are hosting the food and toy drive giveaways on the same day, and if possible, would like to decorate IRC parking lot.
 - iii. Plan B – Mail gift cards to consumers if COVID poses a problem to in person distribution.
- d. Toy Drive**
 - i. We can no longer host the Annual Toy Drive Event due to COVID-19 but we can give the children who are eligible for gifts a \$25 gift card to Wal-Mart
 - ii. Staff will be asked to participate as in year's past. The difference is that instead of purchasing a gift for a child we'll be asking them to donate \$25 to help us purchase gift cards for each child.
 - iii. Plan A – Have consumers pick up Toy Drive gift cards at IRC on December 12th. Guests will also receive a good bag/stocking and if possible, we'd like to decorate the parking lot for the Drive-Thru pick-up.
 - iv. Plan B – Mail gift cards to consumers if COVID-19 poses a problem to having the gift cards distributed in person.

e. Financing

- i. Another Way will be reaching out to sponsors
- ii. When appropriate grant funding will be used to purchase gift cards
- iii. Inland Respite has expressed an interest in providing sponsorship for the gift cards as well as volunteers to help with the behind the scenes at the events.

II. Bowling Tournament

- a. In planning process. Goal is to host the tournament on April 3rd if COVID restrictions lifted.

III. Golf Tournament

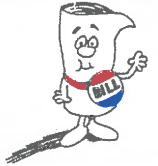
- a. Andrea is working with golf course and hotel to find feasible ways of hosting a successful tournament in spite of COVID-19 restrictions.
- b. New dates are May 14th, 2021 (Mixer) and May 15th 2021 (tournament)

IV. Grants

- a. Community Foundation (Strategic Planning) – approved for \$10,000
- b. Union Pacific Railroad (General Operating) – denied for \$10,000
- c. Community Foundation (Stebler Fund) – pending for \$10,000
- d. E. Rhodes and Leona B. Carpenter Foundation – pending for \$40,000
- e. FHL Bank San Francisco – pending for \$38,000



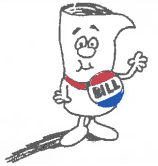
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 Respectfully Submitted by Jennifer Cummings
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Bill	Title	ARCA Position	Bill Location
HR 582 (Federal)	Raise the Wage Act - Would raise federal min. wage to \$15 by 2025. Would phase out subminimum wage for workers with disabilities.	-	Passed House 7/18/19 (Senate next)
HR 6045; S 3369 (Federal)	Recognizing the Role of Direct Support Professionals Act - would collect needed employment data related to DSPs (i.e., labor costs), which help develop rate methodology/local advocacy	-	Introduced on Mar 2, 2020
HR 5897; S 3297 (Federal)	Preventing Abuse and Neglect of Vulnerable Americans Act of 2020 - to improve data collection and reporting related to ICFs serving residents with developmental disabilities.	-	Introduced Feb 13, 2020
HR 6420	The All Dependent Children Count Act - Expand the list of individuals eligible for CARES Act cash payments of \$1,200 or \$500 (includes dependent adults).	-	Introduced Mar 31, 2020
HR 6800 (Federal)	HEROES Act – Federal funding for, among other items, state budgets.	-	Passed House (Senate next)
AB 196	Workers' compensation: COVID-19: essential occupations and industries.	-	Senate - Appropriations
AB 216	School safety: Pupil and Staff Safety Pilot Program.	Comments	Senate - Education
AB 236	Special education programs: Family Empowerment Centers on Disability.	-	Senate - Appropriations
AB 243	Implicit bias training: peace officers.	-	Senate - Appropriations
AB 388	Alzheimer's disease.	-	Senate - Appropriations
AB 428	Special education funding.	-	Senate - Appropriations
AB 447	Care facilities: criminal record clearances.	-	Senate - Appropriations
AB 531	Foster youth: housing. (cert. requirements for transitional housing placement providers)	-	Senate - Appropriations
AB 627	Developmental services: regional ctrs. (rural satellite offices)	-	Senate - Appropriations
AB 680	Public safety dispatchers: mental health training.	-	Senate - Appropriations
AB 683	Medi-Cal: eligibility.	Support	Senate - Health
AB 713	California Consumer Privacy Act of 2018.	Support	Senate - Appropriations
AB 736	Employee classification: professional classification: specified educational employees.	Support	Senate - Third Reading
AB 823	Developmental services. (CPP: mobile crisis svcs/paid emplymt)	-	Senate - Pending Referral
AB 1042	Medi-Cal: beneficiary maintenance needs: home upkeep allowances: transitional needs funds.	-	Senate - Appropriations
AB 1052	Peace officer training: hate crimes.	-	Senate - Appropriations
AB 1324	Health facilities: pandemics and emergencies: best practices. Would require the Department of Public Health and Department of Social Services to come up with guidelines for SNFs, ICFs, and congregate facilities.		Senate - Health
AB 1544	Community Paramedicine or Triage to Alternate Destination Act.	Oppose	Senate Inactive File
AB 1550	Crisis Stabilization reporting	-	Senate - Public Safety
AB 1608	Community care facilities: criminal background checks	-	Senate - Human Services



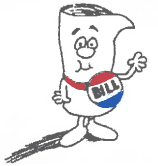
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Bill	Title	ARCA Position	Bill Location
AB 1643	Developmental services - fair hearings	Oppose	Senate - Human Services
AB 1709	Nursing homes: staff.	-	Senate - Public Safety
AB 1766	Community care facilities: data collection: severe mental illness.	-	Senate - Appropriations
AB 1796	Community care facilities: criminal background checks.	-	Senate - Appropriations
AB 1837	School safety: emergency response team.	Support	Senate - Education
AB 1844	Paid sick leave: behavioral health conditions.	-	Assembly - Labor and Employment
AB 1855	Residential care facilities for the elderly: emergency and disaster plan.	-	Assembly - Human Services
AB 1856	Pupils with exceptional needs: individualized education programs: emergency safety procedures.	-	Assembly - Education
AB 1914	Special education: inclusive education.	-	Assembly - Education
AB 1917	Budget Act of 2020	-	Assembly - Budget
AB 1946	Mental health services: involuntary detention. (5150 and medical treatment needs)	-	Assembly - Health
AB 1993	Unemployment and disability insurance: benefits: elective coverage. (includes IHSS providers)	-	Senate - Appropriations
AB 2042	Medi-Cal: covered benefits.	-	Assembly - Health
AB 2054	Emergency services: community response: grant program.	Support	Senate - Governmental Organization
AB 2056	Special education programs: Family Empowerment Centers on Disability.	-	Assembly - Education
AB 2110	School safety: hate- and bias-related events.	-	Assembly - Education
AB 2116	Pupil health: seizure disorders.	-	Assembly - Education
AB 2136	Personal income taxes: credit: family caregiver.	Support	Assembly - Revenue and Taxation
AB 2263	Special education: nonpublic, nonsectarian schools or agencies: change in certification status: parental notification		Assembly - Education
AB 2276	Medi-Cal: Blood lead screening tests (Requires Medi-Cal to cover for children)	Support	Senate - Appropriations
AB 2277	Medi-Cal: Blood lead screening tests. (Contractor requirements)	Support	Senate - Health
AB 2291	Special education funding.	-	Assembly - Education
AB 2292	California Health Facilities Financing Authority Act.	-	Assembly - Health
AB 2302	Elder and dependent adults.	-	Assembly - Aging and Long Term Care
AB 2328	Civil service: Limited Examination and Appointment Program.	-	Assembly - Public Empl. & Retirement
AB 2377	Adult residential facilities: closures and resident transfers.	-	Senate - Appropriations
AB 2387	In-home supportive services: needs assessment.	Support	Senate - Third Reading
AB 2413	CalFresh: eligibility and reporting.	Support	Senate - Environmental Quality
AB 2496	Income taxes: credits: cleaning and sanitizing supplies: COVID-19.	-	Assembly - Revenue and Taxation
AB 2535	Denti-Cal provider pilot program.	-	Assembly - Health
AB 2557	Disabled placards.	-	Assembly - Transportation



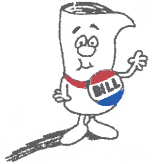
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Bill	Title	ARCA Position	Bill Location
AB 2576	Mental health. (Would require MHSA reverted funds be used for serving people w/mental illness and either forensic involvement or homeless, or for early intervention.)	-	Senate - Health
AB 2581	Department of Early Childhood Development.	-	Senate - Education
AB 2604	Public health: pandemic protocols. (Would require all licensed health facilities, including SNFs and ICFs, to limit access/take protection steps for residents during a declared pandemic/public health emergency.)	-	Assembly - Labor and Employment
AB 2634	Developmental services: dental services.	-	Assembly - Human Services
AB 2644	Skilled nursing facilities: deaths: reporting.	Support	Senate - Appropriations
AB 2654	Emergency plan: access and functional needs: cities and counties.	-	Assembly - Governmental Organization
AB 2670	Pupil discipline: restraint and seclusion: reporting.	-	Assembly - Education
AB 2705	Electricity: deenergization events.	-	Assembly - Utilities and Energy
AB 2730	Access and functional needs: local government: agreement for emergency management, transportation, and paratransit services.	Support	Senate - Governmental Organization
AB 2739	Medi-Cal: monthly maintenance amount: personal and incidental needs.	-	Assembly - Health
AB 2794	Worker status: independent contractors: health facilities: health care providers.	-	Assembly - Labor and Employment
AB 2980	Violent felonies: sex offenses. (Would add sex w/someone who can't consent due to developmental disability (and a few others) to the list of violent felonies)	-	Assembly - Public Safety
AB 3138	Residential care facilities for the elderly: electronic monitoring.	-	Assembly - Aging and Long Term Care
AB 3216	Employee leave: authorization.	Support	Senate - Appropriations
ACR 163	Adult day services: intergenerational programs.	Support	Assembly - Aging and Long Term Care
ACR 182	CA Down Syndrome Awareness Week and Day (March 15-22, 2020)	Support	Senate - Rules
SB 12	Mental health services: youth.	-	Assembly - Appropriations
SB 86	Department of Pesticide Regulation: chlorpyrifos: quarterly reports.	Support	Assembly - Appropriations
SB 175	Health care coverage: minimum essential coverage.	-	Assembly - Health
SB 214	Medi-Cal: California Community Transitions program.	Support	Assembly - Appropriations
SB 217	Special education: individuals with exceptional needs: early education programs. (transitional kindergarten)	-	Assembly - Health
SB 285	Public social services. (Cal-Fresh outreach - enrollment goals)	-	Assembly - Appropriations
SB 361	Medi-Cal: Health Home Program.	-	Assembly - Appropriations
SB 412	Developmental services: fees. (repeals AFPF/FCPP)	ARCA Sponsored	Assembly - Appropriations
SB 512	Long-term services and supports.	-	Assembly - Appropriations
SB 596	In-home supportive services: additional higher energy allowance.	Support	Assembly - Appropriations
SB 653	Dental hygienists: registered dental hygienist in alternative practice: scope of practice.	-	Assembly - Appropriations
SB 683	Developmental services: regional centers. (website design, DDS transparency and public information policy for regional centers)	-	Assembly - Appropriations



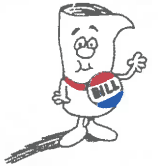
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Bill	Title	ARCA Position	Bill Location
SB 753	Public social services: emergency notification.	Support	Assembly - Higher Education
SB 794	Emergency services: telecommunications.	Support	Assembly - Governmental Organization
SB 801	Electrical corporations: wildfire mitigation plans: deenergization: public safety protocol.	Support	Assembly - Utilities and Energy
SB 802	Emergency backup generators: health facilities: permit operating condition exclusion.	-	Senate - Environmental Quality
SB 808	Budget Act of 2020	-	Senate - Budget & Fiscal Review
SB 849	Pupil attendance: excused absences: mental or behavioral health.	-	Senate - Education
SB 854	Health care coverage: Substance use disorders.	-	Senate - Health
SB 855	Health coverage: mental health or substance abuse disorders.	Support	Assembly - Appropriations
SB 862	Planned power outage: public safety.	Support	Assembly - Utilities and Energy
SB 920	Persons with disabilities: terminology (dependent to person with a disability)		Senate - Human Services
SB 952	Sales and use taxes: exemption: backup electrical generators: deenergization events. Would allow SNFs, among others, to not pay taxes on backup power meant to deal exclusively with public safety power shutoffs.	Support	Senate - Health
SB 955	Recreational and organizational camps.	-	Senate - Health
SB 965	Worker status: independent contractors: healthcare industry.	-	Senate - Labor, Public Empl. & Retirement
SB 1008	Childhood Lead Poisoning Prevention Act: online lead information registry.	-	Senate - Health
SB 1016	Limited conservatorship. (Requires counsel for an individual proposed for limited conservatorship to advocate for that person's "expressed interests.")		Senate - Judiciary
SB 1037	Property taxation: base year value transfers.	Support	Senate - Governance and Finance
SB 1062	Developmental centers: sheltered workshops: minimum wage.	-	Senate - Human Services
SB 1063	Developmental services: competitive integrated employment. (Requires teaching students with severe disabilities with the goal of a successful transition to competitive integrated employment)	-	Senate - Education
SB 1068	Residential care facilities for the elderly.	-	Senate - Human Services
SB 1108	Senior and disability victimization.	-	Senate - Public Safety
SB 1118	Multifamily Housing Program.	-	Senate - Housing
SB 1174	Special education: dyslexia testing.	-	Senate - Education
SB 1207	Skilled nursing facilities: backup power system.	Support	Assembly - Appropriations
SB 1259	Licensed adult residential facilities and residential care facilities for the elderly: SSI/SSP recipients: report.	Support	Assembly - Appropriations
SB 1341	CalWORKs	-	Assembly - Appropriations
SB 1410	Rental assistance: COVID-19 Emergency Rental Assistance Program.	Support	Assembly - Appropriations



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Bill	Title	ARCA Position	Bill Location
SB 1423	Worker classification. Defines someone as an independent contractor if they have a contract for work, and can set their own hours and decline specific cases, and the contract is time-limited. Also requires the contracting agency to cover the person with various types of insurance.	-	Senate - Rules
SCA 6	Gambling: sports wagering. (Constitutional amendment, requiring approval by the votes, to allow sports betting as a revenue source to assist the state in recovering from the health and economic damage caused by the COVID-19 pandemic and fund priorities related to education, public health, and public safety.	-	Senate - Appropriations

UPCOMING LEGISLATIVE DEADLINES & EVENTS:

Aug. 14	Last day for fiscal committees to meet and report bills
Aug. 17-31	Floor session only. No committees, other than conference or Rules Committees, may meet for any purpose
Aug. 21	Last day to amend bills on the Floor
Aug. 31	Last day for each house to pass bills . Final Recess begins on adjournment
Sept. 30	Last day for Governor to sign or veto bills passed by the Legislature before Sept. 1 and in the Governor's possession on or after Sept. 1
Nov. 6	General Election
Nov. 30	Final adjournment of the Legislature at midnight on November 30 of each even-numbered year
Jan. 1, 2021	Statutes take effect

GLOSSARY OF TERMS:

<u>Reading:</u>	Bill presentation before the house by reading its number, author, and title.
<u>First Reading:</u>	Each bill introduced must be read three times before final passage. The first reading of a bill occurs when it is introduced.
<u>Second Reading:</u>	Second reading occurs after a bill has been reported to the floor from Committee
<u>Third Reading:</u>	Third reading occurs when the measure is about to be taken up on the floor of either house for final passage.

Summary of VAC meeting on July 20, 2020

Donita Remington Chair, Vendor Advisory Committee

The following is a summary of the July 20, 2020 VAC meeting. Before the meeting began, attendees had the chance to check in with each other. Donita made the following announcements: participants will be muted; April will give a brief tutorial on how to unmute & will be monitoring the chat during the meeting; Paul Castanedo resigned his position in order to devote more time to his business and the consumers – he was thanked for his leadership and advocacy; and the VAC will continue to meet monthly via zoom. More than 100 individuals participated in the zoom meeting. The minutes from prior meeting were approved & Coby was thanked for the minutes. Representatives were reminded to send Coby their reports.

Summary by Vendor Category:

Vendor Group:	Concerns / Priorities
Day Programs:	Lynn De Anda (ldienda@desertarc.org) reported that the PreVAC was held via zoom. There was a good turnout & IRC staff attended to answer questions. Vendors had questions regarding IDT meetings, identifying risk, SOE funding and plans for re-opening. Vendors are waiting for DDS recommendations. Vendors were encouraged to touch base with the CSCs weekly. Questions that came up after the meeting are being sent to their liaison and Vince Toms.
Health Care Facilities	Timothy Heaslip (timothy.heaslip@rescare.com) hasn't had a PreVAC meeting (he began just as the shutdown occurred and does not have an email list for vendors). A list of triggers for modifications to allow visitors was distributed, but in light of the increase cases of COVID-19, that is on-hold. Email Tim for additional information regarding CARES applications. Consumers that are in ICF homes are at high risk and generally will not be allowed to go to Day programming.
Infant/Children's Programs:	Johanna Caicedo (Johana.caicedo@thementornetwork.com) reported that PreVAC meetings are continuing 2xs a month. Vince Toms joined their meeting and provided the vendors with information. Vendors had questions regarding the reopening plan. Conversations with families regarding individualized needs and safety plans should be followed up in writing. Vendors are waiting for additional information from DDS. Telehealth services are continuing. The lack of new referrals is creating a hardship for vendors. An IEP training will be held in English and Spanish. Flyers will be sent out.
Residential (Level 4): <i>Residential (Level 2-3): vacant</i>	Mumbi Kairu (mumbi.np@pamojainc.com) reported that vendors had questions regarding the policy for keeping residents at home due to COVID-19, extra staffing needs and how vendors can be reimbursed for the added costs. Vendors are concerned about what the future will look like. They are concerned about at-risk consumers being exposed at Day programming or by other residents who attend Day programming or transportation services. Asked if any additional PPE is available.
Respite	April Stewart (april@24hrcare.com) & Jenn Delgado (jdelgado@inlandrespite.com) reported vendors met via zoom and received information from the POS department. Vendors had questions about SOE billing. A follow-up meeting with POS to get answers to additional questions is scheduled and Jenn and April will send the information out to vendors. Vendors have questions about First Aid certification. Vendors are focusing on ensuring that services are provided safely.
SLS	Position vacant – no report given
Specialist/ Support Programs	Donita Remington (donitar@csusb.edu) has continued to send out information via email as it becomes available to the vendor group and to the VAC representatives. Reported that vendors have the same concerns voiced by other representatives. Vendors are continuing to provide remote services. Donita stressed that it is very important for vendors to make sure that they are on their representative's email list so that they can receive information between meetings. Questions and concerns should be relayed to the Vendor representative to present to the liaison. Vince Toms has been sending out information regularly. Open communication is crucial during this challenging time.
Transportation	Felecia Arnold (nemt1stclasstransportation@yahoo.com) reported that vendors have plans in place for reopening. The transportation plan has been sent into IRC and includes, sanitizing, masks, some retrofitting with plexiglass and an emphasis on safety. Following the meeting, Felecia sent a letter from Assembly members to Gavin Newsom regarding COVID-19 and SOE funding (forwarded via email to VAC reps). Felecia thanked Vince for his support and providing vendors with information. Transportation vendors have plans and equipment in place. Felecia will send out a sample training packet. Vendors are waiting for additional guidance from DDS. Recommended that vendors go to County websites regarding PPE supplies.

Vocational	Marie Chatman (mariechatman@weexceed.org) reported that the DDS guidelines came out on Friday evening. The SOE absence billing will be in place through the end of August. Vendors will meet via zoom on August 12. Please email Marie with anything you want to add to the agenda.
Behavior Mod Programs:	Donna Norum (dnorum@oparc.org) stressed that it is important that vendors support each other in these rapidly changing times.
Member-at-Large:	Jenn Delgado (jdelgado@inlandrespite.com) had nothing to report as a member-at-large.

Membership Committee: Donna Norum (dnorum@oparc.org) reported that the Membership Committee interviewed Audrey Andrade for the Member-at-large position and recommends her approval. This was approved by the VAC. Please email Donna if you are interested in applying for the SLS position or the Residential level 2-3 position.

Regional Center Update:

Vince Toms emphasized that sharing information through the VAC is crucial. Information is changing rapidly. The directive from DDS came out on 7/17. Vendors need to go to the DDS website and read the directive carefully and become familiar with the attachments. There has been an increase in clients and staff being placed in quarantine as a result of positive COVID tests. Everyone needs to be aware of the danger presented by asymptomatic transmission. Clients in family homes are now getting sick, where previously the cases were seen primarily in residential facilities. Vince thanked Paul for his leadership, especially with Cal Fresh. Currently, IRC is focusing on distributing PPE to families and clients in conjunction with IEASA. PPE is also being reserved for homes that are being placed in quarantine. Typically, 4 to 6 homes per week are placed in quarantine. Shared staff between facilities can lead to cross contamination. Statewide more than 1000 clients are positive. Ages 3 – 24 is approximately 50% of the cases. At IRC, 33% of cases are in residential facilities. During this crisis, there has been a shift and a need for strong leadership. DDS has taken charge of the re-engagement / re-opening plan. The DDS framework is a blueprint for re-engagement. Absence pay funding is in place until 8/31. The Framework outlines how to re-engage beginning September 1st. Enclosure A must be completed by September 1st. Vendors can check off more than one area. In-person service is permitted only if in line with the most restrictive State or County regulations. IDT meetings must be held on how to provide service safely to the individual consumer. The attachments must be filled out and turned in to IRC, who will turn them in to DDS. Services must be individualized. Vendors will need to collaborate with other vendor groups. Enclosure B is the individual client service log. This will be used beginning September 1, 2020 and likely will be audited. Enclosure C is the quarterly report of overall service. There is an emphasis on staff training and this must be documented. DDS has waived half day billing and is encouraging flexibility. The framework is not too prescriptive. These are DDS documents, not IRC. Vince cautioned vendors to keep in mind that DDS is in control. DDS is allowing remote services. The framework applies to all non-residential services. Vendors can use whatever platform they choose to engage with the consumers. Vendors can create a video and then use a zoom call (or other platform) to engage. There is an element of technology fatigue. Residential vendors will need to look at the framework too and adapt it to fit. Vendors need to rebrand and promote/sell safety, accountability and alternative service delivery. CSCs must be part of the IDT meetings. The framework applies to all vendors (even if service delivery hasn't changed) with the exception of preferred provider respite and individual supportive employment. Transportation has no way to provide remote service. More information will be forthcoming from DDS. Providing Day service to consumers who are at high risk will entail thinking outside the box and ensuring that services are provided safely.

Treva Webster and Kevin Urtz thanked the vendors for their participation. Lavinia Johnson thanked the vendors and noted that IRC is continuing to work remotely and is offering COVID testing to staff. Merissa Steuwer thanked the vendors, noted that there were no cuts this year and that the uniform holiday schedule is suspended. She will get some clarification regarding enclosure C. She recommended vendors check with their insurance brokers regarding classifying workers as admin during the shutdown.

Public Input: Vendors asked questions throughout the meeting via chat. April Stewart monitored the chat and Vince Toms answered questions. Vendors expressed concerns about liability/lawsuits and confidentiality.

The next VAC meeting is scheduled via zoom on Monday, August 17, 2020 at 9:00 a.m.

Summary of VAC meeting on August 17, 2020

Donita Remington Chair, Vendor Advisory Committee

The following is a summary of the August 17, 2020 VAC meeting. Announcements: participants will be muted; April will be co-host, will monitor the chat and will give zoom instructions at the beginning of the meeting. Nearly 100 individuals participated in the zoom meeting. The minutes from the prior meeting were approved & Coby was thanked for providing the minutes. Representatives were reminded to send Coby their reports. It was announced that Donna Norum resigned from the VAC on July 23rd. She sent an email to let us know that she had been laid off from her position. She will be deeply missed. Donna was the representative for Behavioral Mod programs and was the Membership Chair for the VAC.

Summary by Vendor Category:

Vendor Group:	Concerns / Priorities
Day Programs:	Lynn De Anda (lideanda@desertarc.org) reported that 45 vendors attended the PreVAC meeting. Vendors discussed issues regarding virtual services. The Day programs will meet with Transportation and Health Facilities to discuss re-engagement plans. Vendors are requesting training on the DDS enclosures.
Health Care Facilities	Timothy Heaslip (timothy.heaslip@rescare.com) reported that the CARES application deadline has been extended. ICF providers should check to see that their rates match in the Medi-Cal billing system. Guidelines regarding cost reporting audits for COVID funding have not yet been issued. Vendors are urged to track their coding carefully. An extreme heat alert was issued. ICF service providers prioritize the health and safety of their consumers who are at high risk if exposed to COVID-19.
Infant/Children's Programs:	Johanna Caicedo (Johana.caicedo@thementornetwork.com) reported that vendors are looking for additional guidelines on the DDS Directive. Re-engagement plans must be individualized for each client. Referrals are down and this is placing an added burden on vendors. PreVAC meetings continue to be held twice each month.
Residential (Level 4): <i>Residential (Level 2-3): vacant</i>	Mumbi Kairu (mumbi.np@pamojainc.com) was absent but sent in a report. Residential providers met via zoom. They continue to have unanswered questions regarding COVID, the DDS Directive and the re-engagement plan. Questions have been sent to the liaison. Plans are being made to arrange a meeting with Day program and Transportation providers.
Respite	April Stewart (april@24hrcares.com) & Jenn Delgado (jdelgado@inlandrespite.com) reported vendors participated in a survey. They have questions regarding the Federal Loans, the DDS Directives and the availability of trainings. Vendors who are not providing alternative services are not required to complete the DDS enclosures. Vince Toms recommended a short response that includes the safety measures that vendors have in place.
SLS	Position vacant – no report given
Specialist/ Support Programs	Donita Remington (donitar@csusb.edu) has continued to send out information via email as it becomes available to the vendor group and to the VAC representatives.
Transportation	Felecia Arnold (nemt1stclasstransportation@yahoo.com) reported that vendors have concerns regarding alternative services. Transportation vendors are willing to provide alternative services and are open to thinking outside the box. They have questions regarding billing. A meeting is planned with Day programs and Residential providers.
Vocational	Marie Chatman (mariechatman@weexceed.org) reported that representatives from DOR and IRC attended the PreVAC meeting. Vendors discussed remote services and the new DDS directive. Vendors received information including: Enclosure A for each vendor number will be submitted to IRC to forward to DDS. Enclosure B will be sent to the CSC and enclosure C to the QA liaison. An IDT meeting will be held for every consumer to get client preferences. IRC is developing a one page form to be used. Vendors need to rebrand/retool to increase client participation. DDS is in control of the re-engagement process. All vendors are experiencing a decline in referrals. LPAs will be meeting. Andrew Burdick reported that 20-30 trainings will be available online in the near future.

Behavior Mod Programs:	Position vacant
Member-at-Large:	Jenn Delgado jdelgado@inlandrespite.com had nothing to report as a member-at-large. Audrey Andrade, pending member-at-large (waiting for IRC board ratification) introduced herself.

Legislative Committee: Coby sent out the legislative report this morning via email.

Membership Committee: Donita reported that the Membership Committee interviewed Jasmin Botello for the SLS position and recommends her approval. This was approved by the VAC. Please email Donita or Felecia if you are interested in applying for the Behavior Mod position or the Residential level 2-3 position. The Membership Committee will meet on 8/21 to discuss current and upcoming openings. Jasmin Botello introduced herself and reported that she is reaching out to vendors regarding their questions and concerns about the low participation in remote services and the need for more information and communication regarding the new DDS Directives.

Regional Center Update:

Vince Toms reported that the DDS Directive is still in draft form. It is assumed that it will probably not change much from the emergency regulations listed on the Department website. Retainer payments will end on 8/31/2020. Vendors should begin to work on Enclosure A and the ancillary documents. Vendors need to start having/continue having IDT meetings as outlined in the DDS Directive. IRC will be accepting Enclosure A, though not approving them. The focus will be on providing safe, appropriate services to consumers. Things are not returning to pre March status. IDT meetings are crucial. Enclosures (once finalized): Enclosure A to IRC for DDS by 9/1; Enclosure B to the CSC by 9/30; Enclosure C to the QA liaison quarterly. Vendors should review the regulations, which define rates. DDS will calculate a monthly rate. Remote services are allowed. Andrew Burdick will be leading a team that includes ICF, Residential, Transportation, Vocational and Day Program representatives. The focus will be on how to save the system and save the vendors. Vendors need to rely on each other to keep vendors open. IRC is funding extra staff at residential providers to help with remote services. Vendors need to collaborate as a team and plan baby steps back to face-to-face services. Referrals are down. They are not being stopped by IRC, but families are hesitant to participate in services at this time. A one page document is being developed for IDT meetings to ensure communication (CSCs won't be able to attend every meeting). Re-engagement plans must include Person Centered, individualized plans. If any change is made to services, the DDS enclosures must be completed. IRC's training department can do virtual training via zoom. Trainings should be live within 2 weeks. Vendors will be sent emails with additional information as it becomes available. The weekly reports that Day programs have been submitting will be replaced by the monthly Enclosure B. Enclosures are required for any change in service from the program design. If no change is in place, vendors should submit a simple enclosure that includes their safety training. DDS is not prescriptive on how services are to be provided. Quality programming should be robust and appropriate. Flexibility is built into the Directives. Requirements may change in the future. Transportation is the lever point for all of this. Transporters can pick up and deliver supplies. They should be included in IDT meetings to explain safety precautions. Find creative ways to do programming and it must be done following the safest model. Vendors need to work together to help the system survive. Vendors are experiencing rapid changes and need to be patient with themselves and each other. Activity kits that are developed by Day programs can be delivered by transporters and both can bill. The underlying message is let's all help each other. This is the time for teamwork and collaboration, we need to take care of each other and work together to enrich the consumer's lives.

Public Input: Vendors asked questions throughout the meeting via chat. April Stewart monitored the chat and Vince Toms answered questions from the chat and from participants.

On August 20, 2020 a letter was sent via email to VAC representatives to distribute to vendors. The letter signed by Vince Toms and Donita Remington encouraged vendors (including ICF, Residential, Day Programs and Transportation vendors) to work together to meet the client's needs in a creative and safe manner and ensure that the system stays intact.

On August 25, 2020, Vince Toms sent an email to vendors to let them know that DDS announced that they will be issuing a new Directive. Vendors were instructed to wait to send in their Enclosure A and Protection Plan until the new Directive can be reviewed.

The next VAC meeting is scheduled via zoom on Monday, September 21, 2020 at 9:00 a.m.



BOARD OF TRUSTEES REPORT

September 14, 2020

RESPECTFULLY SUBMITTED BY LAURA MILLER, MASTER TRUST ADMINISTRATOR

As of 07/31/2020, Master Trust has 249 active trusts. Total cash assets are \$20,488,143.71

COMMITTEE MEMBERS

Tom Cosand, Drew Cutler, Bob McGuire, Debra Mannon, Cameron Page, Evan Page, Jack Padilla, & Steve Spears
The Master Trust Committee met in July and August 2020, via Teams teleconference. Teleconference meetings will continue until it is deemed safe to meet in person.

OPERATIONS DURING COVID19 PANDEMIC

Master Trust staff are working remotely and coming into the office on an as needed basis. Teleconference meetings are taking place with beneficiaries. Our website is live, check it out at www.mastertrustofcalifornia.com. We continue to update items weekly. Of note are our updated Seamless request documents. There are separate forms for check requests, debit card funding, and on-line purchases.

Processing continues in our new accounting software system. We are processing all accounting functions from check writing, deposits, month end allocations, reconciling balances with the bank, and processing fees. We are working with the developers to streamline court report accountings and linking related parties to beneficiaries. The related party function will allow a mail merge to efficiently send mailings to beneficiaries. The scanning system is linked to the accounting software so all beneficiary data will be stored in one place. We are also able to keep a work activity log in the system for staff.

STIMULUS PAYMENTS

Economic impact payments (EIP) were issued to Social Security and SSI recipients in May and June of 2020. If a Social Security beneficiary or SSI recipient has a qualifying child under age 17 and did not file taxes in 2018 or 2019, the IRS has extended its deadline to September 30, 2020 to file for the \$500.00 EIP for dependents. For more information check the IRS website, non-filer tool, <https://www.irs.gov/coronavirus/non-filers-enter-payment-info-here>.

ACCESS

We are not currently processing requests for travel. We have also suspended in home services such as massage therapy and companion services. Since my last report in July 2020, requests processed include rent, clothing, outings, pre-need burial policies, legal fees, electronics, vehicle registration & insurance, incontinence supplies, vehicle repairs, furniture, trash removal, furniture, medical & dental services not covered by insurance, pest control fees for trust owned home, cell phone minutes, storage fees, association dues, products for sanitizing, birthday gifts, pool safety fence, hygiene items, nutritional supplements, and cable bills.

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

APPLICATION

VENDOR ADVISORY COMMITTEE

CONFIDENTIAL QUESTIONNAIRE FOR PERSONS INTERESTED IN VOLUNTARY PARTICIPATION

1. Name: Jasmin Botello
2. Agency Name: Advanced Resources for Independent Learning
- Address: _____
- Position with Agency: Executive Director/owner
- Business Phone: _____ Fax Number: Same as phone
- E-Mail Address: _____

3. Representation: (Please place a check mark where appropriate)

- | | |
|---|---|
| <input type="checkbox"/> Adult Day Programs | <input type="checkbox"/> Adult Behavior Management Programs |
| <input type="checkbox"/> Community Care Residential - Level 1-3 | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Intermediate Care Facilities (ICF) | <input type="checkbox"/> Infant/Children's Program |
| <input type="checkbox"/> Specialist/Support Program | <input type="checkbox"/> Vocational Programs |
| <input checked="" type="checkbox"/> Independent/Supported Living Services | <input type="checkbox"/> Respite Programs |
| <input type="checkbox"/> Community Care Residential - Level 4 | <input type="checkbox"/> Member At Large |

4. The Vendor Advisory Committee meets every other month for approximately two hours. Additional time is needed, as each representative is required to hold a sub-committee meeting with vendors in the specific category they represent. This is also every other month for approximately two hours. Your participation in other committees related to the vendor community may also be required. Can you make this commitment?

☒ Yes

☐ No

5. Describe your vendor experience serving people with developmental disabilities.

My family and I began providing services to individuals with Developmental Disabilities in the 1990's with Westside Regional Center. In 2006, we were vendored through Regional Center of Orange County. I stepped down from my position because I moved to the Inland Empire. My husband and I are now vendored with TERC and Central Valley Regional Center.

6. Please explain how you can best represent this group.

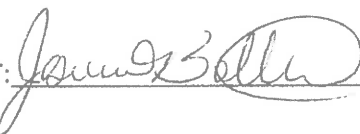
Not only do I have 15+ years of experience in the Vendor community. I also have 7 relatives with developmental and mental health disabilities. Six of those individuals are regional center consumers.

7. Number of years in the DD community: 15+

8. Why would you like to be involved in with the VAC?:

The Inland Regional Center community is my community. My consumers are important and their needs are important. I feel that as a VAC representative, I can bridge both worlds - the vendors and our consumers.

SIGNATURE OF APPLICANT:



DATE:

7/15/2020