

**AGENDA**  
**INLAND COUNTIES REGIONAL CENTER, INC.**  
**BOARD OF TRUSTEES MEETING**  
**MONDAY, January 11, 2021**  
**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 November 9, 2020 Board Meeting/Mr. Page

Action

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](https://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](mailto:Btrustees@inlandrc.org).***

Executive Director's Report/Ms. Johnson

Info

Director's Reports/Directors

Info

Committee Reports (Written Reports)

- 1) Another Way/Ms. Gonzales
- 2) Executive Committee/Mr. Page
- 3) Master Trust Committee/Ms. Miller
- 4) Vendor Advisory Committee/Ms. Remington

Info

Info

Info

Info

Old Business:

- 1) Board Training Schedule/Mr. Page

Info

New Business

1. Appointment of VAC Officer/Ms. Remington
2. VAC Term Limits/Ms. Remington
3. Appointment of Member at Large Position/Mr. Page
4. \$250 Contracts/Mr. Toms
5. CPP Score Log/Mr. Toms
6. 2020 Performance Contract/Mr. Toms

Action

Action

Action

Action

Action

Action

**Trustee Input**

**Next Meeting Date:**      **March 8, 2021**

**MINUTES OF NOVEMBER 9, 2020**  
**Inland Counties Regional Center, Inc.**  
**Board of Trustees Meeting**

**BOARD PRESENT VIA CONFERENCE CALL:** Peter Asten; Kiana Buffington; Carmen Estrada; Eric Naranjo; Cameron Page; Donita Remington; Elvia Sanders; Alva Stewart; Gizelle Siojo; Joshua Souder

**BOARD MEMBERS ABSENT:** Alicia Lara

**FACILITATORS PRESENT VIA CONFERENCE CALL:** None

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

**STAFF PRESENT VIA CONFERENCE CALL:** Kurtis Franklin

**RECORDING SECRETARY:** Sandra Guzman

**CALL TO ORDER:** Mr. Page called the meeting to order at 4:05 p.m.

**MINUTES OF SEPTEMBER 14, 2020 BOARD MEETING:** 1. Motion made to approve the minutes of the September 14, 2020 Board Meeting as presented M/S/C Asten/Remington.

**PUBLIC INPUT:** None

**EXECUTIVE DIRECTOR'S REPORT:** Ms. Johnson reported the following: 1) IRC's current number of active cases is 39,832. 2) Covid-19 Stats which gets reported to DDS daily. 3) IRC currently has 769 employees of which 509 are service coordinators. Although IRC has implemented a hiring freeze, we are hiring essential positions. 4) IRC staff continue to work remotely for the month of November and continue to keep the amount of people entering the building at a minimum. Two temperature kiosk devices were purchased for building 1 and 2. IRC also purchased and installed a mailbox at the entrance of the building for anyone wishing to drop off documents. 5) COVID-19 on-site testing was held on October 28<sup>th</sup> and 29<sup>th</sup>. Next testing date is scheduled for November 18<sup>th</sup>. 6) Ms. Johnson thanked staff who continue to pass out PPE to our vendors and families. 7) IRC received correspondence from the Department approving IRC's Performance Contract and it is posted on IRC's website.

**EXPENDITURES RELATED TO COVID 19:** Ms. Steuwer submitted a written report.

**DIRECTOR'S REPORTS:** Written reports were submitted. The Board requested clarification on a couple of acronyms used in the Adult Services Report. Interdisciplinary Team (IDT) Meeting and Centers for Medicare & Medicaid Services (CMS). The Board also requested clarification on the number of consumers in the Transition and School Age Report.

**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 shared that the committee continues to meet monthly. The VAC and Regional Center staff continue to keep open communication which is crucial during these challenging times. The committee is currently considering extending the officers' terms.
- 4) **MASTER TRUST COMMITTEE:** Ms. Miller submitted a written report. There were no questions from the Board.

#### **OLD BUSINESS:**

- 1) **BOARD TRAINING:** IRC's contract requires the Board provide a training schedule to DDS. The list must contain the topic and who the trainer will be. The Board will need to decide when these trainings will take place. Mr. Page is open for suggestions or Kurtis Franklin can work with Sandra to send out a survey if that would be more helpful.
- 2) **ARCA ACADEMY:** ARCA Academy hosted an Academy training in February. The one-day training consisted of various topics related to regional center's boards. For planning purposes, a survey was sent out to regional center board members in September. A zoom training is scheduled for Saturday, November 14 on the Functions of the Board in the Community. You must register to attend. Mr. Page encourage the Board to register for this training. Mr. Page will keep the Board updated on any new upcoming trainings offered by ARCA Academy.

#### **NEW BUSINESS:**

- 1) **AB 1867 SUPPLEMENTAL PAID LEAVE:** Mr. Beckett reviewed AB 1867 with the Board. AB 1867 requires private employers with 500 employees or more to provide COVID-19 paid sick leave. Employees will be eligible for 80 hours of supplemental paid leave effective September 19, 2020.
- 2) **FINANCIAL CONSULTANT FOR MASTER TRUST:** The Executive Committee is requesting approval from the full board to hire Mr. Fitzgerald from Glass Onion as the Financial Consultant for Master Trust and to switch from Clifford Swan to Glass Onion effective January 1, 2021. **2. Motion made to hire Mr. Fitzgerald as financial consultant and replace Clifford Swan with Glass Onion for Master Trust effective January 1, 2021 M/S/C Stewart/Asten.**
- 3) **\$250 CONTRACTS:** Mr. Toms shared he reviewed the 7 contracts listed in the board packet in detailed with the Executive Committee. 4-113 LDC Enhanced Homes and 3-999 Start Up contracts. The Executive Committee is recommending the Board approve the 7 contracts. **3. Motion made to approve the 7 contracts listed M/S/C Souder/Bufington.**
- 4) **2021 PERFORMANCE CONTRACT:** Mr. Toms reviewed all 23 measures of IRC's 2021 Performance Contract with the Board. **4. Motion made to approve IRC's 2021 Performance Contract as presented M/S/C Bufington/Souder.**
- 5) **AD HOC NOMINATIONS COMMITTEE:** Mr. Page announced the Board has two vacancies now that Mr. Leonard and Mr. Rojo termed out. The Board will need to fill these vacancies, therefore, will

**MOTIONS FOR THE NOVEMBER 9, 2020 BOARD OF TRUSTEES MEETING:**

1. Motion made to approve the minutes of the September 14, 2020 Board Meeting as presented M/S/C Asten/Remington.
2. Motion made to hire Mr. Fitzgerald as financial consultant and replace Clifford Swan with Glass Onion for Master Trust effective January 1, 2021 M/S/C Stewart/Asten.
3. Motion made to approve the 7 contracts listed M/S/C Souder/Buffington.
4. Motion made to approve IRC's 2021 Performance Contract as presented M/S/C Buffington/Souder.
5. Motion made to form an Ad Hoc Nominations Committee consisting of the following members Ms. Sanders, Mr. Souder and Mr. Page M/S/C Stewart/Asten.
6. Motion made to approve the Quarantine Residential Home Protocol and rate determination M/S/C Stewart/Naranjo.



# EXECUTIVE DIRECTOR'S REPORT

**January 2021**

## **CONSUMER TOTALS**

IRC's current number of active cases is **39,480**.

## **STAFFING:**

We currently have 769 employees of which 475 are service coordinators (CSC) and whose overall average caseload ratio is 83.1. We are currently understaffed by 75.7 CSC's. Although we have implemented a hiring freeze, we are hiring for essential positions.

## **SUMMARIZED COVID-19 STATS/INFORMATION FROM IRC'S LOG 3/31/20 THROUGH 12/31/2020**

During the pandemic, DDS has required all Regional Centers to log the following information which is sent to them daily:

- Consumers who tested for COVID-19 with positive results.
- The outcome of death after a positive test even if the cause of death did not state it was COVID-19 related.
- Other information such as residence or place of isolation.

Total number of Consumers on DDS requested Log from March 31 through December 31, 2020.	943
Consumers who tested positive	894
Cause of death related to COVID-19	20

## **RE-ENTRY PLAN**

For the month of January 2021, 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. We are purchasing two kiosk temperature devises that will be strategically located in building 1 and 2.

We are assessing whether to allow visitors to enter our building, as we had decided in December 2020 to restrict any visitors from entering IRC due to the surge with COVID. When the public will be permitted to enter the

buildings, all will be required to have an appointment and to abide by CDC guidelines. IRC has purchased and installed a mailbox at the entrance of our building. This will assist consumers, families, and vendors who need to drop off documents while our building is closed to the public.

Service Coordinators continue to maintain remote contact with all consumers. The directors and program managers are working with vendors on implementing alternative service delivery (ASD) 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 Wednesday 10/28 and on Thursday 10/29 for all employees, board members, family, and other individuals who enter our building. Although the tests were not mandatory, they were recommended.

#### **PPE DISTRIBUTION**

Log of PPE distribution #s to IRC vendors:

Distributed 3/2020 - 12/7/2020

<b>Item</b>	<b>Quantity</b>
N95 masks	50,372
Surgical Masks	45,591
Face Shields	1,086
Hand Sanitizer - 1 Gallon	909.42
Gowns	7,771
<b>Total</b>	<b>105,729</b>

**HAPPY NEW YEAR 2021**

## Director Adult Services Report

January 2021

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 have been provided Surface Pro Laptops to enhance their ability 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. The latest directives call for the development of Alternative Services by non-residential vendors (day programs, habilitation, and transportation). The intent of Alternative Services is to continue serving consumers in non-residential programs via a virtual and remote model. CSCs are actively participating in IDT meetings to help consumers and vendors to develop the Alternative Services plans. It has been challenging at times, but progress is being made. 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; the next Federal Programs audit has been scheduled for October 2021. IRC currently serves 15,087 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 1,368 consumers that qualify for the 1915i Waiver program.

**Self Determination (SD):** The SD Advisory Committee last met via "ZOOM" on October 29<sup>th</sup>, 2020. As you may recall, the initial list of consumers selected for Self Determination was released on October 1<sup>st</sup>, 2018. IRC was assigned 259 consumers 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 16 consumers active in Self Determination and 7 more pending.



# Inland Regional Center Children & Transition Services

## January 11, 2021 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 November 30<sup>th</sup>, we currently have 19,849 cases under School Age and Transition services. School Age has 12,381 and Transition has 7,468 cases. There are 221 active caseloads of which 140 are in School Age and 81 are in Transition. This is a net growth of 56 cases in two months. Although we continue to be in the Pandemic, School Age and Transition cases continue to grow.

### Hiring

School Age and Transition are participating in a hiring pilot program and will be hiring 8 Consumer Service Coordinators (CSC's) in the next few months. All training will be done virtually, which requires the hiring Program Manager to be utilize tools IRC has provided all staff (technology). Training will still have the foundational skills taught to our CSC'S; however, a focus on building relationships is primary. It may be difficult in a virtual arena; however, I do not believe it will be impossible. Once we hire our first round of CSC's we can determine the success of the pilot program and possibly move forward with more hires.

### Remote Work

As we all know, the pandemic continues, and we are currently experiencing a surge in cases within Southern California. DDS has extended the suspension of all in person meetings which include Individual Program Plan (IPP), Quarterly Review (QR's) and Interdisciplinary Team Meetings (IDT's). CSC's continue to hold these meetings virtually and/or over the phone. CSC's contact their families regularly for meetings and to see how they are dealing with the pandemic. All of Case Management continue to work remotely as they have been since mid-March of 2020. Families are provided with resources that may be available in the community and are also offered IRC funded services such as respite, as appropriate. Many families have requested educational advocacy for assistance with distance learning. Families have expressed the need for a 1:1 support aide in the home to assist our consumers with distance learning. IRC has approved educational advocacy to access the local school districts for possible support with the families request. Schools continue to be, for the most part participating in distance learning.

School Age and Transition programs strive to be available to our families as needed. Our families are resilient and have accustomed themselves to this new way of life. I am proud of our CSC's and Program Managers for being flexible in the way IRC provides Case Management services during this global pandemic.

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## *Community Services*

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### **Board of Trustees Quarterly Report**

**January 11, 2021**

**Respectfully Submitted by Vince Toms**

The Department of Developmental Services (DDS) and the Regional Centers continue to work on a system of service delivery to maintain the federal funding and keep the system intact. The DDS directives have been shared with the vendor community and those providing Alternative Services have submitted their certifications. Overall, service provision is still safest in a remote alternative and not face to face.

The Inland Regional Center (IRC) Quality Assurance and the Facilities staff continue to coordinate the disbursement of the Personal Protective Equipment (PPE) to those facilities and vendors that provide client care and supervision. Since the middle of March of 2020, the PPE team has distributed roughly 120,00 articles of PPE, to include 50,000 N-95 masks, 60,000 surgical masks, 1,200 face shields, 2,000 containers of hand sanitizer (various volumes) and 7,500 surgical gowns. Close to 100 homes have had to be quarantined due to exposure to the virus.

The IRC Community Engagement Unit, in conjunction with the Consumer Advisory Committee has provided similar PPE and gift card giveaways, to our community at large. Since the middle of March of 2020, they have distributed gift cards to grocery and department stores values at \$25.00 to 250 needy families and another 220 gift cards valued at \$50.00 or greater. They collected and distributed 650 pairs of socks to our community and provided another 1,000 bottles of sanitizer and boxes of surgical masks to the community.

Due to the holidays, the reporting of Covid-19 data is more prolonged than normal, but the following data is from the DDS website, dated December 22, 2020. The number of clients reported as Covid-19 positive for IRC was 701, which was 10% of the cases in the regional center system, which is right on average, given that IRC serves close to 11% of the clients in the state. The state average per regional center for positive cases, per 10,000 clients, is at a median of 150 cases. IRC remains below the state average at 135 cases per 10,000 clients.

The percentage of positive cases by living arraignment continues to grow in the family homes accounting for 42% of the cases. The vendored community care, intermediate care and skilled nursing facilities account for 41% of the cases. The numbers are leveling in the vendored living arrangements but continue to grow with the clients in the family home.

Overall, we continue to work with our vendor community in getting them the information, resources, and guidance they require in these extraordinary times.



Inland Regional Center Board Report  
Submitted by Andrea Gonzales, Another Way Coordinator  
Date: December 30<sup>th</sup>, 2020

Happy New Year Board Members,

### **Strategic Planning**

As we enter 2021, my thoughts are focused on those we serve and how we can improve Another Way. The Another Way Advisory Committee and I are currently developing a new three-year strategic plan which we will present to the Board in May 2021 for review, input, and approval. The new plan will focus on Financials/Fundraising; Programs; Infrastructure and Administrative Support. The timing is ideal and presents the opportunity to analyze which processes work in all types of environments, such as a pandemic, and which slow us down and hinder us from achieving our goals. Furthermore, over the past few months I have interviewed committee members one-to-one and discussed Another Way's eligibility criteria, events, social media, operating guidelines, etc. Comments from these interviews were combined and will be shared at Another Way's January Business Meeting. At that time, the committee will vote on recommendations to be made and integrated into a new Strategic Plan for presentation to the Board. We received funding from the Annenberg Foundation and The Inland Empire Community Foundation to work through the Strategic Planning Process.

### **Events**

The golf tournament is scheduled to be held at the JW Marriott Palm Desert, on Saturday, May 15<sup>th</sup>. The Mixer on Friday, May 14<sup>th</sup>. "Save the Dates" will be sent out in January. More than likely the Mixer and Banquet will be virtual or have virtual components with food being on a take-out basis. The format of the tournament will depend on the COVID-19 situation as the tournament draws near. If the governor issues stay-at-home-orders, we may have to reschedule the tournament again. We are hoping this will not be the case. However, as of right now we are moving forward, and I will be contacting all committed and potential sponsors to discuss plans. To date we have \$82,500 committed for the tournament. This is approximately 40% of where we would like to be by the time the tournament takes place. The pandemic

interrupted sponsorships coming in last year. How the virus will impact 2021 sponsorships remains to be seen. I will report on progress made during the March Board Meeting.

The price for Board Members is \$175, which is a \$100 discount.

JW Marriott Palm Desert - Address  
74-855 Country Club Dr.  
Palm Desert, CA 92260

The Bowling Tournament continues to be on hold as bowling alleys remains closed.

### **Grants**

In December, Another Way received a grant from the E. Rhodes and Leona B. Carpenter Foundation in the amount of \$40,000. This is an unrestricted grant that can be used in any way to support Another Way's mission. This grant is from a referral from Don Meza. For the past five years Don has helped us secure this funding. Over the next nine months, Another Way will be completing seven grants. This amounts to approximately \$122,000 in funding. This funding is for program, salary, events, and administrative costs. I am currently researching foundations that may possibly replace this funding for the FY 20/21.

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

**November 18, 2020**

**11:00 a.m.**

**AGENDA**

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

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

**RECORDING SECRETARY:** Sandra Guzman, Executive Assistant

1. Board Training/Cameron Page
2. IRC COVID-19 Update/Lavinia Johnson
3. December's Executive Committee Meeting December 16 or go Dark?
4. Member at Large Position
5. Regional Center Update

**Next Executive Meeting:** TBD

**INLAND REGIONAL CENTER  
Board of Trustees  
Executive Committee Meeting  
November 18, 2020  
11:00 a.m.**

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

**STAFF/EX-OFFICIO PRESENT:** Lavinia Johnson; Steve Beckett; Sandra Guzman

1. **Board Training:** The Board's training topics were sent to DDS. The Board now has to set the schedule. Due to COVID-19, trainings will be virtual this year. 30 minutes before board meetings and 4:00 p.m. on the first Monday on a non-board meeting month. Cameron asked Lavinia and Sandra to work on the schedule and notify the trainers. He also asked Lavinia to reach out to Kurtis for his assistance in setting up the virtual trainings. He will then send the list to DDS. **Motion made to approve the proposed training schedule M/S/C Buffington/Estrada.**
2. **IRC COVID-19 Update:** Staff continue to practice social distancing and wearing their mask while in the office. Anyone working in a private office is not required to wear a mask unless someone enters his/her office. IRC has purchased two temperature kiosks and will be set up in the entrance with the most traffic. A UV system in the air conditioner vents is scheduled to be installed Thursday. HR will be sending out a reminder to staff to be careful with the upcoming Thanksgiving Holiday.
3. **December's Executive Committee Meeting:** The committee decided to go dark in December.
4. **Member at Large Position:** The Executive Committee currently has a Member at Large vacancy. A board member has expressed interest in this position. The Chairperson can recommend this individual to the Board for approval if there is no other interest.
5. **Regional Center Update:** Lavinia shared other regional centers are providing their staff a monthly incentive for working remotely. IRC has not done this. Since IRC will not be having a holiday party, is not paying for travel at this time or buying any equipment, Lavinia has approved a one-time pay out of \$500 for each employee on December 10<sup>th</sup>. If there are no cuts to the budget, staff will receive an additional \$500 by the end of the fiscal year. This averages out to about \$50 per month per employee.

**Next Executive Committee Meeting:** January 20, 2021



# MASTER TRUST of CALIFORNIA

*Serving People with a Developmental Disability*

**BOARD OF TRUSTEES REPORT**  
**January 11, 2021**  
**RESPECTFULLY SUBMITTED BY LAURA MILLER**

As of 11/30/2020, Master Trust has 300 trusts.  
**November 2020 Trust Assets by Category**

Cash Assets	\$22,172,511.64
Real Estate (Book Value)	1,748,418.17
Vehicles (Book Value)	461,874.87
Pre-Need Burial Policies (Book Value)	366,832.47
Miscellaneous (Book Value)	11,667.67

**COMMITTEE MEMBERS**

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

Thank you to the board members and committee members for donating their time to the beneficiaries of the trust throughout the year. I am grateful for the support and guidance of Lavinia Johnson, Steve Beckett, Merissa Steuwer, and Don Meza to the beneficiaries and staff of Master Trust of California.

**2020 IN REVIEW**

In 2020, five new trusts were opened with cash assets totaling \$312,990.54. We completed 49 accounting and confidential reports for various courts. Our new accounting system went live on July 1, 2020. We started testing the court accounting module, it will cut processing time significantly. Our website is up and running, and we have a new imaging system that integrates with the accounting software for ease of use on one platform. Master Trust staff continued to attend beneficiary meetings via teleconference.

**LOOKING AHEAD TO 2021**

Our primary focus will be to set up online access for beneficiaries. We will be exploring a module in our software system to notify persons, via e-mail, when a check is generated. We will be reviewing our low balance trusts for closure or transfer to an ABLE account.

**ACCESS**

We are not currently processing vacation requests, companion services, or massage therapy. In October and November 2020, 125 requests were processed totaling \$83,989.44. Requests included cable bills, cell phone bills, home repairs, pest control, pre-need burial, legal fees, property taxes, homeowner's insurance, furniture, nutritional supplements, respite services (not covered by another source), clothing, rent, entertainment, bus pass, holiday gifts, landscape services, appliances, storage fees, association dues, gym membership, vehicle registration and insurance, and medical expenses not covered by insurance.

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



## Summary of VAC meeting on November 16, 2020

Donita Remington     Chair, Vendor Advisory Committee

The following is a summary of the November 16, 2020 VAC meeting. Announcements: Participants will be muted; April will co-host the meeting & will monitor the chat. April gave zoom instructions. April shared information about the planned Spring Vendor Fair. The platform will be similar to the Fall Festival platform. April also presented information about a vendor led proposal to DDS asking that a minimum wage increase be instituted this year without the vendors having to complete the customary spreadsheet. April shared her screen and asked interested vendors to go to the link and electronically sign the letter. April stressed that there is no guarantee that DDS will approve this request and emphasized that this request is not affiliated with IRC. Donita went over the general structure of the VAC meeting. Questions specific to a vendor category are discussed in more detail at PreVAC meetings. Individual questions can be addressed through the Vendor Representative who will forward questions to the IRC liaison. IRC will give a response within 5 days. Some questions do not yet have answers and are waiting for DDS. Things are rapidly changing, and it is important for Vendors to work together. Vendors can ask questions or make comments during the VAC meeting, either verbally or via the chat.

104 individuals participated in the zoom VAC meeting. Participants had the opportunity to introduce themselves prior to the meeting. VAC meetings will continue monthly via zoom. Vendor Representatives will schedule PreVAC meetings and will send out information via email between meetings. The minutes from the prior meeting were approved. Coby was thanked and representatives were reminded to send Coby their reports.

### Summary by Vendor Category:

Vendor Group:	Concerns / Priorities
Day Programs:	Lynn De Anda ( <a href="mailto:Ideanda@desertarc.org">Ideanda@desertarc.org</a> ) reported vendors discussed the new reporting requirements. There were concerns about Alternative Services. Vendors are providing porch visits and sometimes people are not answering the door to receive the packets or residents are not participating in remote services. It is important to encourage consumers to participate in services. PCP Training is scheduled this week. The link is on IRC's website.
Health Care Facilities	Timothy Heaslip ( <a href="mailto:timothy.heaslip@rescare.com">timothy.heaslip@rescare.com</a> ) reported that ICFs are getting questions about visits. Limitations on visitors remain in effect. The supplemental pay increase has been continued. A PreVAC will be scheduled via zoom. Vendors were encouraged to make sure that they are on the email list.
Infant/Children's Programs:	Johanna Caicedo ( <a href="mailto:Johana.caicedo@thementornetwork.com">Johana.caicedo@thementornetwork.com</a> ) reported that there was good attendance at the PreVAC. Vendors discussed traditional vs. alternative services. A vendor can provide primarily traditional services and also provide alternative services to some consumers. Vendors were encouraged to provide remote services and keep everyone safe. The extension of services to children who have turned 3 is continuing to receive 30-day extensions. Make up sessions must be done within the month at IRC. Some other RCs allow make up sessions the following month.
Residential (Level 4):	Mumbi Kairu ( <a href="mailto:mumbi.np@pamojainc.com">mumbi.np@pamojainc.com</a> ) was absent. She sent an email stating that vendors have continued to communicate via chats on What's Up.
Residential (Level 2-3):	<i>Position Vacant</i>
Respite	April Stewart ( <a href="mailto:april@24hrcares.com">april@24hrcares.com</a> ) & Jenn Delgado ( <a href="mailto:jdelgado@inlandrespite.com">jdelgado@inlandrespite.com</a> ) reported that vendors are encouraged to send questions or concerns via email or phone. Vendors have questions about electronic CPR/First Aid. Link to the minimum wage letter is in the chat.
SLS / ILS	Jasmin Botello ( <a href="mailto:jasmin.botello@arildsp.com">jasmin.botello@arildsp.com</a> ) reported that the PreVAC meeting was in October. They next meeting will be in January. No specific issues were discussed.
Specialist/ Support Programs	Donita Remington ( <a href="mailto:donitar@csusb.edu">donitar@csusb.edu</a> ) has continued to send out information via email as it becomes available to the vendor group and to the VAC representatives. She thanked Genii Greco for sending an updated email list of vendors.



Transportation	Felecia Arnold ( <a href="mailto:nemt1stclasstransportation@yahoo.com">nemt1stclasstransportation@yahoo.com</a> ) wanted to be sure that it was noted in the minutes that the Transportation Vendors did not receive the information that Merissa said that she would send them at the last VAC meeting. Vendors are very frustrated and have many questions about billing. They are concerned about not being paid. Merissa apologized for not providing the information and said that she had just received additional information from DDS on Friday evening. Merissa provided a spreadsheet to show vendors what formula to use to calculate the payment for new referrals. It was decided that this would be discussed at the end of the meeting so that vendors who have questions about billing for alternative services can stay on the call. This will be discussed more thoroughly at a subsequent PreVAC meeting. Donita asked April to help coordinate this discussion.
Vocational	Marie Chatman ( <a href="mailto:mariechatman@weexceed.org">mariechatman@weexceed.org</a> ) reported that vendors met via zoom. Vendors have questions about PIPs and the admin fee. Vendors collaborated with each other. They had questions about alternative vs. traditional services and POS authorizations.
Behavior Mod:	Position vacant
Member-at-Large:	Jenn Delgado ( <a href="mailto:jdeltgado@inlandrespite.com">jdeltgado@inlandrespite.com</a> ) and Audrey Andrade ( <a href="mailto:audreymandrade@gmail.com">audreymandrade@gmail.com</a> ) had nothing to report as members-at-large.

Membership Committee: The Membership Committee sent a poll to members who terms are scheduled to end on 2/28/2021. The vendors were asked if they would be willing to extend their terms and if not, if anyone qualified & experienced had been identified to take their place. Donita reported that the Membership Committee met 11/6 and went over the results of the poll. The Membership Committee had the following recommendations: 1.) Approval of Ruth Goodsell as Member-at-Large / Membership Committee Chair and 2.) Extensions of term for April Stewart (2 years); Lynn DeAnda (1 year) & Johana Caicedo (2 years). Ruth's application and the poll results were sent to the VAC representatives prior to the meeting. Ruth has years of experience with the VAC, including serving on the Membership Committee as a Community Member. She can take over seamlessly as Membership Committee Chair. The Committee recommended that an exception be made to the requirement in the by-laws that no more than 1 person from an agency be on the VAC at one time due to: 1.) it is a member-at-large position and not a vendor category; 2.) the overlap is for a limited amount of time (1 year); and 3.) there is the need for stability, continuity and experience on the VAC at this time. The recommendations were discussed and approved. Donita Remington is not extending her term. A qualified, experienced individual has been identified for the Specialist/Support position. Some VAC representatives have expressed their interest in leadership positions beginning in March. Other interested representatives were encouraged to contact Donita or Ruth.

Regional Center Update: Vince Toms thanked the VAC members who are extending their terms. IRC is invested in maintaining a strong VAC. Vince also noted that the VAC by-laws are extensive and of high quality and allow for extensions of term under unusual circumstances like we are facing now. The Alternative services model is pushed back to 12/1. Vendors are encouraged to check the DDS website. The admin fee for PIPs has to come from DDS. The link to ask DDS questions about alternative services is posted in the chat. Alternative vs. Traditional: WAP → Alternative; 055 → Alternative mostly; Others → Traditional.

Vendors who wanted to hear details about the issues surrounding alternative services billing continued the zoom meeting. Approximately half the attendees stayed on the call. Merissa Steuwer shared the spreadsheet that she developed for calculating monthly averages for new consumers. She reported that IRC Administration made the decision that 1:1 aides are not eligible for alternative services. Vendors had a great deal of questions and concerns about this. They are trying to keep their staff. Vendors believe that this shouldn't be retroactive. Staff have been paid and vendors were not notified about this until now. This also does not seem to be in line with the DDS directive. The list of ASD service codes has not yet been received from DDS. The Burns Rate will be effective December 1. Vendors who have provided traditional 1:1 service will be paid. IRC's draft list of Alternative vs. Traditional Services codes will be sent to April to share with vendors. The issues were not resolved, and the conversation will be continued. Following the meeting, April met with Felecia and put together a list of concerns and questions that were sent via email to Vince Toms, Merissa Steuwer and Marylou Paras. Vince Toms responded that IRC has reached out to DDS to get a decision on these issues. Information will be shared with vendors as soon as it is available.

The next VAC meeting is scheduled via zoom on Monday, December 14, 2020 at 9:00 a.m.

## Summary of VAC meeting on December 14, 2020

Donita Remington     Chair, Vendor Advisory Committee

The following is a summary of the December 14, 2020 VAC meeting. Announcements: Participants will be muted; Jenn will co-host the meeting & will monitor the chat. Jenn gave zoom instructions. Jenn shared information about April's proposal to DDS regarding the minimum wage increase. A more thorough summary of the proposal was sent to the VAC Representatives via email. Donita thanked the team that worked on the ASD billing & Transportation issues: April Stewart, Felecia Arnold, Vince Toms, Merissa Steuwer and Marylou Paras. Information regarding this has been sent to vendors via email. It is important that vendors ensure that their VAC representative has their email address so that they can receive information in-between VAC meetings. 82 individuals participated in the zoom VAC meeting. Participants had the opportunity to introduce themselves prior to the meeting. VAC meetings will continue monthly via zoom. The minutes from the prior meeting were approved. Coby was again thanked for providing the minutes.

### Summary by Vendor Category:

Vendor Group:	Concerns / Priorities
Day Programs:	Lynn De Anda ( <a href="mailto:Ideanda@desertarc.org">Ideanda@desertarc.org</a> ) sent information out to vendors via email. Vendors requested clarification regarding porch visits. If the porch visit was scheduled and confirmed, but the family doesn't answer the door, can the visit be billed as ASD? Vendors received additional information about adding an ASD addendum to the consumer's ISP.
Health Care Facilities	Timothy Heaslip ( <a href="mailto:timothy.heaslip@rescare.com">timothy.heaslip@rescare.com</a> ) reported that the vendors had their first zoom PreVAC meeting and it was well received. Vendors discussed the COVID surge, keeping everyone safe and staffing issues. CALOSHA is mandating a mitigation plan. Visitations are not allowed, which is difficult for all. Vendors also discussed the vaccines.
Infant/Children's Programs:	Johanna Caicedo ( <a href="mailto:Johana.caicedo@thementornetwork.com">Johana.caicedo@thementornetwork.com</a> ) reported that vendors are concerned about the COVID surge. Home visits should be curtailed as much as possible. Remote services are continuing to be provided and CSCs are encouraging families to participate in virtual services, rather than canceling service. The extension to serve children after they turn 3 years of age (until served by the school district) has been continued. POS staff attended the PreVAC and provided the vendors with helpful information. Vendors are still waiting to receive their ASD rates from DDS. The parent training subcommittee will present a training on the parent coaching model in January.
Residential (Level 4):	Mumbi Kairu ( <a href="mailto:mumbi.np@pamojainc.com">mumbi.np@pamojainc.com</a> ) was absent. No report was given.
Residential (Level 2-3):	<i>Position Vacant</i>
Respite	April Stewart ( <a href="mailto:april@24hrcares.com">april@24hrcares.com</a> ) was absent. Jenn Delgado ( <a href="mailto:idelgado@inlandrespite.com">idelgado@inlandrespite.com</a> ) reported that vendors are continuing to communicate via email. Vendors are concerned about safety.
SLS / ILS	Jasmin Botello ( <a href="mailto:jasmin.botello@arildsp.com">jasmin.botello@arildsp.com</a> ) reported the next PreVAC meeting will be in January. Vendors can reach out to her via email with any concerns.
Specialist/ Support Programs	Donita Remington ( <a href="mailto:donitar@csusb.edu">donitar@csusb.edu</a> ) has continued to send out information via email as it becomes available to the vendor group and to the VAC representatives.
Transportation	Felecia Arnold ( <a href="mailto:nemt1stclasstransportation@yahoo.com">nemt1stclasstransportation@yahoo.com</a> ) thanked April and Vince for their support and help in getting answers to the questions brought up at the last VAC meeting. Information continues to be shared with vendors via email as it becomes available.

Vocational	Marie Chatman ( <a href="mailto:mariechatman@weexceed.org">mariechatman@weexceed.org</a> ) reported that Beth, Vince, Emily and Dan attended the PreVAC meeting. A Department of Rehab representative also attended. Vendors discussed the 510 & 055 billing drop down boxes. Vendors had questions about the changes in e-billing regarding noting absences. Vendors are waiting to receive their ASD rates. Vendors are trying to keep clients safe and training clients and staff on safety procedures. DOR is putting together a workgroup to brainstorm better ways to involve clients in vocational programs. Interested vendors can contact Marie for additional information.
Behavior Mod:	Position vacant
Member-at-Large:	Jenn Delgado ( <a href="mailto:idelgado@inlandrespite.com">idelgado@inlandrespite.com</a> ) and Audrey Andrade ( <a href="mailto:audreymandrade@gmail.com">audreymandrade@gmail.com</a> ) had nothing to report as members-at-large.

Membership Committee: Ruth Goodsell [rgoodsell@desertarc.org](mailto:rgoodsell@desertarc.org) gave the membership report. There are 2 current openings: Residential Services Level 2-3 & Behavior Mod Programs. Please contact the membership committee if you are interested in becoming the VAC representative for either position. Ruth also encouraged current VAC Representatives who are interested in the Chair, Co-Chair, or Secretary position for next year (beginning March 1<sup>st</sup>) to contact her. Some representatives have already expressed an interest, but the membership committee wants to give any other interested representative the chance to add their names to the list. The membership committee will be meeting before the next VAC meeting to make recommendations for these positions. This will be voted on at the January VAC meeting so that officers can be in place on March 1.

Regional Center Update: Vince Toms announced that the Alternative Service Rates will be sent out to vendors soon. The rates have been created by Burns and Associates. Vendors are encouraged to become familiar with the information in DDS's latest Directive (on either DDS or IRC's website). If vendors believe that their rate is wrong, they need to be specific about where and how it is wrong. Vendors will be receiving information about how to challenge incorrect rates when they receive their rates. ICFs are in the first tier of vaccinations. A unified statement regarding vaccines will be issued. Vaccines will be handled similarly to the flu vaccines. Vendors need to follow CDC guidelines. Vince implored vendors to be safe, to use common sense and make safe decisions. Approximately 10% of residential facilities are in isolation due to COVID. We are experiencing the loss of clients and staff due to COVID. An increased number of clients are testing positive and being hospitalized. Hospitals are impacted and there is a lack of resources. 62% of the consumer infections are in residential facilities. Surge facilities are becoming full. They are having trouble staffing Fairview. 13 clients in supportive employment have tested positive. Vendors must ensure that consumers understand safety precautions, including wearing masks. It is likely that the incidence of COVID in family homes is being underreported. IRC is urging that DSPs be limited to working in 1 home to limit the transmission of infection. In some cases, it appears that staff members have worked in various locations and have caused COVID outbreaks across homes. If vendors need PPE, contact your liaison. PPE may also be available through the County Department of Health. IRC is strongly discouraging holiday visits. If a consumer and family are considering a holiday visit, this should be discussed at an IDT meeting that includes the CSC. All face-to-face programming should stop. It is imperative that we do everything we can to curb the surge. We are on the brink of catastrophe. It is crucial that everyone has a safe holiday.

Merissa Steuwer reminded vendors that the deadline to submit billing for the 18-19 fiscal year is March 10<sup>th</sup>. If you need an authorization, contact your CSC. IRC is reviewing ASD rates. Vendors need to do their own calculation to compare with the Burns rate. In order to bill for ASD, some ASD service must be provided to the consumer. The rates are vendor and Regional Center specific. The current batch of rates from DDS does not include Transportation services. These should be coming out soon.

Lavinia Johnson spoke and thanked the vendors for all they do and for their dedication to the consumers. She wished everyone a safe, happy holiday season.

Donita Remington thanked the vendors and reemphasized what Vince had said regarding the safety of consumers and staff. She urged all to be safe and stay healthy so that next year's holiday season can be celebrated more traditionally.

Following the VAC meeting, Vince sent out a letter "IRC Vendor Provider Update – COVID surge". This letter was distributed to vendors and placed on the IRC website on December 15<sup>th</sup>.

The next VAC meeting is scheduled via zoom on Monday, January 11, 2021 at 9:00 a.m.

# BOARD QUARTERLY TRAINING SCHEDULE

2021

DATE	TOPIC	INSTRUCTOR AND QUALIFICATIONS
January 11, 2021 3:30 – 4:00 p.m.	Trailer Bill Language	Jennifer Cummings, Fair Hearing and Legal Affairs Program Manager
February 8, 2021 4:00 – 5:00 p.m.	Legal Issues	Steve Beckett, General Counsel and Director Human Resources and Legal Affairs
March 8, 2021 3:30 – 4:00 p.m.	Self-Determination	Don Meza, Director of Adult Services
April 12, 2021 4:00 – 5:00 p.m.	Specialized Caseloads	Don Meza, Director of Adult Services and Felipe Garcia, Director of Children and Transition Services
May 10, 2021 3:30 – 4:00 p.m.	Housing	Amanda McGuire, Affordable Housing Specialist
June 14, 2021 4:00 – 5:00 p.m.	Supported Employment	Beth Crane and Andre Burdick, Employment Specialist
July 12, 2021 3:30 – 4:00 p.m.	Foster Youth	Felipe Garcia, Director of Children and Transition Services
August 9, 2021 4:00 – 5:00 p.m.	Person Center Training	Jonathan Eckrich, Training Manager
September 13, 2021 3:30 – 4:00 p.m.	Disparity	Lillian Garnica, Disparity Specialist
October 4, 2021 4:00 – 5:00 p.m.	Cyber Security	Kurtis Franklin, IT Manager
November 8, 2021 3:30 – 4:00 p.m.	Early Start	Treva Webster, Director of Intake, Early Start and Clinical Services
December (Dark)		

APPLICATION

VENDOR ADVISORY COMMITTEE

CONFIDENTIAL QUESTIONNAIRE FOR PERSONS INTERESTED IN VOLUNTARY PARTICIPATION

1. Name: Ruth Goodsell
2. Agency Name: Desert Arc
- Address: 73-255 Country Club Drive, Palm Desert, CA 92260
- Position with Agency: Senior Director of Client Services
- Business Phone: (760) 346-1611 Fax Number: (760) 773-0933
- E-Mail Address: rgoodsell@desertarc.org

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 type="checkbox"/> Independent/Supported Living Services  | <input type="checkbox"/> Respite Programs                   |
| <input type="checkbox"/> Community Care Residential - Level 4   | <input checked="" 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.

I have worked in the field for 50 years, 35 of these working directly with the  
Inland Regional Center. I work closely with all vendors, in many categories,  
and feel that I have good insight into procedures and protocols that need  
to be followed. My direct services with consumers varies from day programs,  
to residential services, to employment programs, to supported living and  
transportation. I participate in each of these VAC Vendor groups consistently.



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

As a member-at-large, I feel that I have the experience and knowledge to  
be a part of each vendor group. I served as the Day Programs, and then  
the Vocational Services group representative several years ago, and feel I  
gained knowledge of how each type of vendor unit works. I have seen the VAC  
come together as a relevant, viable and pro-active group of dedicated vendors  
who want to do what is best for the consumers they serve in this unprecedented time.

7. Number of years in the DD community: 50+; 35 with Inland Regional Center Programs

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

I have seen the recent work that is being done by this group, and feel that if  
I can contribute in any way, that I should. Again, I have a lot of experience  
across many levels of vendorization - I feel this is what a member-at-large  
should have experience in and be able to do. I also have remained involved  
with the VAC through my participation on the Nominating Committee for many years.

SIGNATURE OF APPLICANT: Ruth Goodsell

DATE: 10/19/2020

Facility Name	Vendor #	Service Code	Service Code Description/justification	Unit type	# of beds
Benson House #14	HJ2938	902	Community Crisis Home, for individuals who require 24 hour supervision and care, with needs that are not met by the other community living options available.	Per Month/DDS approved facility rate	4
Benson House #16	HJ3082	900	Enhanced Behavioral Supports Home with Delayed Egress, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4
Benson House #17	HJ3107	900	Enhanced Behavioral Supports Home with Delayed Egress and secured perimeter, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4
Benson House #18	HJ3108	900	Enhanced Behavioral Supports Home with Delayed Egress, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4
Benson House #19	pending	900	Enhanced Behavioral Supports Home with Delayed Egress, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4
Wonderland of Choices	HJ3098	900	Enhanced Behavioral Supports Home with Delayed Egress, for children who require enhanced supervision levels and care, with needs that are not met by other community living options available.	Per Month/DDS approved facility rate	4
Oak Hills Ranch Residential (Fremontia)	TBD	900	Enhanced Behavioral Supports Home with Delayed Egress and secured perimeter, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4
People's Care -Zuni	TBD	900	Enhanced Behavioral Supports Home with Delayed Egress, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4
People's Care-Sycamore	TBD	900	Enhanced Behavioral Supports Home with Delayed Egress, for individuals who are transitioning out of or deflection from placement in, developmental centers.	Per Month/DDS approved facility rate	4

**FY2020-2021 SN PJ1  
SCORE LOG**

Project 1- HDO	SCORES				AVERAGE
	Jorge	Reynaldo	Kim	TOTAL	
Brilliant Corners	96	96	100	292	97.3

Project 1- SP	SCORES				AVERAGE
	Jorge	Reynaldo	Kim	TOTAL	
Prospect #1	12	36	25	73	24.3
#2	70	33	71	174	58.0
#3	52	46	67	165	55.0
#4 LC	96	88	79	263	87.7
#5 PC	98	81	90	269	89.7

**NOTES:**

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Inland Regional Center 2020 Performance Contract  
Report

Public Policy Measure	Actions to Attain Objectives
1. Indicators showing the relationship between annual authorized services and expenditures by an individual's residence type and ethnicity.	<p>Statement:</p> <p><i>Inland Regional Center (IRC) is committed to addressing disparities within our community.</i></p> <p>Measurement and Methodology:</p> <p><i>Prior fiscal year (FY) Purchase of Service data and Client Master File (CMF); Regional Center generated data.</i></p> <p>Outcomes:</p> <p><i>IRC analyzed the Purchase of Service (POS) data to identify areas where we may be able to increase purchased services to better meet the needs of underserved populations.</i></p> <p><i>FY 2019/2020 Purchase of Service report will be received, no later than 12-31-2020 from DDS, then reviewed, analyzed, and a detailed report created by IRC Cultural Specialist. Furthermore, public input meetings will be held to review the data and receive feedback.</i></p> <p><i>Inland Regional Center is not hosting in-person events to protect our staff, vendors, clients, and community partners. To the best of our ability, we will hold virtual public input meetings to solicit input.</i></p> <p>To review POS reports from FY2018/2019 please use links below:</p> <p>Presentation:</p> <p><a href="https://www.inlandrc.org/wp-content/uploads/2020/03/POS-Meeting-March-2020-ENGLISH.pdf">https://www.inlandrc.org/wp-content/uploads/2020/03/POS-Meeting-March-2020-ENGLISH.pdf</a></p> <p><a href="https://www.inlandrc.org/wp-content/uploads/2020/03/POS-Meeting-March-2020-SPANISH.pdf">https://www.inlandrc.org/wp-content/uploads/2020/03/POS-Meeting-March-2020-SPANISH.pdf</a></p> <p>Report:</p> <p><a href="https://www.inlandrc.org/wp-content/uploads/2020/07/FINAL-POS-Disparity-Report-FY-2018-2019.pdf">https://www.inlandrc.org/wp-content/uploads/2020/07/FINAL-POS-Disparity-Report-FY-2018-2019.pdf</a></p> <p><a href="https://www.inlandrc.org/wp-content/uploads/2020/07/POS-Report-FY-2018-2019-Spanish-FINAL.pdf">https://www.inlandrc.org/wp-content/uploads/2020/07/POS-Report-FY-2018-2019-Spanish-FINAL.pdf</a></p>



## Inland Regional Center 2020 Performance Contract Report

### 5. Building Community Partners with Children and Family Services

Through targeted outreach, IRC's Cultural Specialist provided advocacy services to Clients and families during the Individual Program Plan (IPP) and Purchase of Services (POS) processes.

IRC continued to participate in the Self-Determination Advisory committee virtually.

Due to the COVID-19 pandemic, IRC was unable to host the annual parent empowerment conference which would have focused on advocacy, employment, benefits, transition, and resources.

IRC hosted the annual Fall Festival resource fair to connect parents to IRC, our Service Providers, and community partners. The 2020 IRC Fall Festival was held over a 1-week period and was virtual.

IRC continued to assist and support families in gaining confidence in our services and community resources.

IRC continued to grow and expand inlandrc.org to ensure communication is clear and easy to understand. Our website is available in English and Spanish.

English - <https://www.inlandrc.org/>

Spanish - <https://www.inlandrc.org/es/>

IRC was unable to participate in Grassroots Day in Sacramento because of the COVID-19 pandemic.

IRC's Cultural Specialist created a group called Disparity Link. This is made up of Service Coordinators (SC) from each IRC case management unit. The group met once a month and discussed the latest disparity data, CBO disparity grant work, disparity programs available to Clients and families, and internal IRC challenges related to disparity.

IRC fostered an environment of collaboration to increase Purchase of Service (POS) for Clients with a primary diagnosis of Autism or monolingual Spanish families/care providers. The Local Partnership Agreement - Diversity (LPA-D) is designed to facilitate conversations that result in plans to assist Clients in requesting new services or increasing existing services. The LPA-D also helped Clients and families expand their ability to understand and navigate the Regional Center (RC) System including:



## Inland Regional Center 2020 Performance Contract Report

- Riverside County IHSS-Protective Supervision In-Service – June 16, 2020
- California's Current Budget Crisis and the Impact to the I/DD Community – June 17, 2020
- Grief and Loss webinar – August 8, 2020
- 34th Annual Children's Network Conference September 16 & 17, 2020
- Voting webinar – ARCA – September 21, 2020
- Service Access & Equity Workgroup training with DDS – October 26, 2020
- IPP Strategies Workshop – October 29, 2020
- Grant Vantage training – November 5, 2020
- An Informative Event for Families and Advocates - c/o DDS – November 21, 2020
- An Indigenous Lens to Different Abilities – December 3, 2020

### Disparity and Cultural Competency Trainings provided:

- Presented on IRC services at Assembly Member Eloise Gomez Reyes' Equity Summit – February 8, 2020 - San Bernardino
- Annual POS disparity presentation to IRC vendors – February 27, 2020
- POS Disparity Public Input Meeting – English – March 11, 2020
- POS Disparity Public Input Meeting – Spanish – March 12, 2020
- Q&A Session with IRC for Padres Excepcionales parent support group – virtual – July 18, 2020

### Other

- Census 2020 Podcast recording – Spanish – January 13, 2020
- Disparity Link – monthly – postponed March, April, and May
- CBO Collaborative – monthly – postponed March, April, and May
- Cultural Specialist calls with DDS – May 22, 2020, June 12, 2020, July 17, 2020, September 18, 2020, October 23, 2020, November 13, 2020
- CBO and RC check in with DDS – May 29, 2020
- Annual POS Disparity Report to DDS – May 2020
- Grocery cards giveaway project – c/o In-Roads – June 2020
- Disparity grant project c/o DDS' Service Access and Equity – "Cultural Competency – A Tool for Equity" – September 23, 2020 through December 2, 2020



## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
<p>4. Total number of \$1000, \$1250, \$1500 incentive payments made for fiscal year.</p>	<p>Statement:</p> <p>IRC provides opportunities and support for Client employment. The goal being competitive, integrated employment.</p> <p>Measurement and Methodology: Data collected from service providers by Regional Centers.</p> <p>Outcomes:</p> <p>IRC analyzed the POS data to help identify the total number of individuals participating in competitive, integrated employment.</p> <p>IRC Employment Specialists continued to provide outreach and community education on employment opportunities and available supports.</p> <p>IRC Employment Specialists provided information to families and school staff on employment services post-high school to assist with the transition from school to work.</p> <p>Since March 15th, each of these presentations were provided remotely.</p> <p>These outreach events include the following:</p> <ul style="list-style-type: none"> <li>• Riverside Unified School District Parent Information Night - 12/2</li> <li>• Fontana Unified SD Training to Parents and Teachers on IRC Employment Services and Supports - 11/5</li> <li>• EV SELPA Parent Information Meeting - 10/29</li> <li>• CAC meeting / Moreno Valley Unified School District - 10/21</li> <li>• Presented at Parent Ambassador Meeting / Moreno Valley Unified School District - 10/14</li> <li>• Moreno Valley Unified School District Presentation to Parents (one in AM and one in PM) - 10/7</li> <li>• San Bernardino Workforce Development Board - 5/13</li> <li>• Chaffey College Presentation - 5/1</li> <li>• Riverside Adult School Presentation - 3/30</li> <li>• San Bernardino County Workforce Recruitment Fair - 3/14</li> <li>• Big Bear High School Presentation to Teachers - 3/9</li> <li>• Heritage High School presentation to Special Ed Staff - 3/9</li> <li>• Beaumont Adult School Presentation - 3/2</li> </ul>



## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
<p>5. Increase the number and percent of adults residing in the home of a parent or guardian ("family homes").</p>	<p>Statement:</p> <p>"Family homes" can have many different meanings, but the key idea is a place where a person chooses to live.</p> <p>Measurement and Methodology:</p> <p>CMF residence code data for status 2 adults (18 years older) residing in family homes.</p> <p>Outcomes:</p> <p>IRC continued to develop and provide services for Clients that allowed them to be as independent as possible.</p> <p>IRC continued to assist families in obtaining needed services. Such services included in-home services, respite, behavior intervention, parent training, hospice, and crisis services.</p> <p>IRC Service Coordinators monitored successes quarterly and additionally, as needed.</p> <p>On inlandrc.org, IRC maintained:</p> <ul style="list-style-type: none"><li>• a Common Services List to help Clients, parents and guardians understand IRC services and programs. <a href="https://www.inlandrc.org/wp-content/uploads/2018/09/Common-Services-Listing.pdf">https://www.inlandrc.org/wp-content/uploads/2018/09/Common-Services-Listing.pdf</a></li><li>• a Service Provider Search tool to assist Clients, parents, and guardians in locating services and programs. <a href="https://www.inlandrc.org/disclaimer/">https://www.inlandrc.org/disclaimer/</a></li><li>• Fact Sheets for common services: Day Programs, Living Options, Respite and Transition. <a href="https://www.inlandrc.org/wp-content/uploads/2019/04/IRC-Day-Program-Options.pdf">https://www.inlandrc.org/wp-content/uploads/2019/04/IRC-Day-Program-Options.pdf</a> <a href="https://www.inlandrc.org/wp-content/uploads/2019/04/Living-Options-Fact-Sheet-English.pdf">https://www.inlandrc.org/wp-content/uploads/2019/04/Living-Options-Fact-Sheet-English.pdf</a> <a href="https://www.inlandrc.org/wp-content/uploads/2019/04/Respite-Fact-Sheet-English.pdf">https://www.inlandrc.org/wp-content/uploads/2019/04/Respite-Fact-Sheet-English.pdf</a> <a href="https://www.inlandrc.org/wp-content/uploads/2019/04/Transition-Fact-Sheet-English.pdf">https://www.inlandrc.org/wp-content/uploads/2019/04/Transition-Fact-Sheet-English.pdf</a></li></ul>



## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
6. Decrease the number and percentage of Regional Center caseload in state Developmental Centers.	<p>Statement:</p> <p>All people have gifts and abilities and are valuable. Each one is best supported in an inclusive community.</p> <p>Measurement and Methodology:</p> <p>CMF status code 8.</p> <p>Outcomes:</p> <p>IRC continued to support families and Clients as they move out of Developmental Centers and into the community, with Community Placement Plan funds, as available.</p> <p>IRC developed resources in our two-county area to assist individuals transitioning from Developmental Centers to the best of our ability during COVID-19.</p> <p>IRC continued to assist and support families in increasing comfort and confidence in community resources.</p> <p>IRC participated in state efforts to develop residential and program alternatives for those with challenges that may be difficult to serve.</p> <p>IRC continued to serve as a resource to Regional Centers who have Clients leaving Sonoma Developmental Center.</p>



## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
<p><b>8. Increase the number and percentage of adults residing in home settings.</b></p> <p>Home-like settings can include independent living, supported living settings, Adult Family Agency Homes and a Client's family home.</p>	<p><b>Statement:</b></p> <p>"Home" can have many different meanings, but the key idea is a place where a person chooses to live.</p> <p><b>Measurement and Methodology:</b></p> <p>CMF residence code data for status 2 adults (18 years old and above) residing in:</p> <ul style="list-style-type: none"> <li>• Independent living</li> <li>• Supported living</li> <li>• Adult Family Home Agency homes</li> <li>• Family homes</li> </ul> <p><b>Outcomes:</b></p> <p>IRC continued to develop and provide services and support to Clients allowing them to be as independent as possible.</p> <p>IRC continued to monitor the implementation of AB 1472 to ensure that Clients are respected, and compliance is achieved.</p> <p>IRC continued monitoring supported living environments to ensure safety and provide supports and services, as needed.</p> <p>IRC continued to assist families in obtaining needed services. Such services may include in-home services, respite, behavior intervention, parent training, hospice, and crisis services.</p> <p>Considering the current public health crisis, Inland Regional Center is prepared the Service Providers to transition to a home-based, teleservices model. It was our intent to serve our clients' needs while also doing our part to mitigate the spread of illness.</p> <p>A home-based service model utilizes digital technology to provide teleservices to clients in lieu of face-to-face interactions. For example, instead of meeting in person ABA therapists or supported living instructors would meet with clients online or over the phone.</p> <p>It is our hope that Service Providers utilized technology to maintain working relationships with our clients and their support team.</p>



## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
<p>10. Decrease number and percentage of adults living in facilities serving more than six people.</p>	<p>Statement:</p> <p>Inland Regional Center's Board of Trustees confirmed its policy to support living arrangements that are small (serve four to six people). Adults are provided with private bedrooms and baths.</p> <p>Measurement and Methodology:</p> <p>CMF residence code data for status 2 adult residing in following facilities serving more than six people:</p> <ul style="list-style-type: none"><li>• ICF/DD</li><li>• ICF/DD-H</li><li>• ICF/DD-N</li><li>• SNF</li><li>• CCF (Residential Care Facilities for the elderly not included)</li></ul> <p>Outcomes:</p> <p>IRC evaluated the cases of Clients who live in large skilled nursing facilities. Their needs were assessed to see if they can be appropriately served in a smaller home setting.</p> <p>IRC continued the practice of a rigorous multi-disciplinary review of placement in homes with more than four beds.</p> <p>IRC communicated to any potential provider that it is our preference that homes serve four or fewer people, each with rooms of their own.</p>





## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
12. Annual earnings of Clients ages 16-64 compared to people with all disabilities.	<p>Statement:</p> <p>IRC believes in equal pay for employees who perform substantially similar work.</p> <p>Measurement and Methodology:</p> <p>EDD data: average annual wages as reported to EDD for individuals ages 16-64.</p> <p>Outcomes:</p> <p>IRC analyzed the number of individuals served, ages 16-17 years of age.</p> <p>IRC analyzed the number of individuals served, ages 18-23 years of age.</p> <p>IRC analyzed the number of individuals served, ages 24-64 years of age.</p> <p>IRC reviewed the average earnings for the calendar year, of individuals served in comparison to all people with disabilities in California.</p>



## Inland Regional Center 2020 Performance Contract Report

Public Policy Measure	Actions to Attain Objectives
<p>14. Number of adults who attained competitive, integrated employment following participation in a Paid Internship Program.</p>	<p>Statement:</p> <p>IRC believes that individuals with disabilities are like other employees. They want to do a good job, appreciate constructive supervision, enjoy new challenges, and want to get ahead.</p> <p>Measurement and Methodology:</p> <p>Data collected from service providers by regional centers.</p> <p>Outcomes:</p> <p>IRC participated in job and employment fairs to promote employment opportunities for those who participate in a Paid Internship Program. This was completed virtually as much as possible.</p> <p>IRC's Employment Specialists stressed the importance of the Paid Internship Program at the Vendor Advisory Committee and subcommittee meetings.</p> <p>IRC provided training to Service Coordinators to help them better understand Competitive Integrated Employment and the Paid Internship Program.</p> <p>Service Coordinators reviewed employment options with Clients annually during the IPP planning process.</p>



**Inland Regional Center 2020 Performance Contract  
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Public Policy Measure	Actions to Attain Objectives
16. Average hourly or salaried wages and hours worked per week for adults who participated in a Paid Internship Program during the fiscal year.	<p><b>Statement:</b></p> <p>IRC believes that individuals with disabilities are like other employees. They want to do a good job, appreciate constructive supervision, enjoy new challenges, and want to get ahead.</p> <p><b>Measurement and Methodology:</b> Data collected from service providers by Regional Centers.</p> <p><b>Outcomes:</b> See measure #14.</p>



**Inland Regional Center 2020 Performance Contract  
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Public Policy Measure	Actions to Attain Objectives
<p>18. Average wages and hours worked for adults engaged in competitive, integrated employment for whom incentive payments have been made.</p>	<p>Statement:</p> <p>IRC believes that employees with disabilities must have the same opportunities as those without disabilities.</p> <p>Measurement and Methodology:</p> <p>Data will be collected from service providers by Regional Centers.</p> <p>Outcomes:</p> <p>Data will be collected from service providers, by IRC Employment Specialists.</p> <p>IRC participated in job and employment fairs to promote employment opportunities for those who participate in the Paid Internship Program. This was conducted virtually to the best of our abilities as they were offered.</p> <p>IRC's Employment Specialists stressed the importance of the Paid Internship Program at the Vendor Advisory Committee and subcommittee meetings.</p>



## Inland Regional Center 2020 Performance Contract Plan

Public Policy	Actions to Attain Objectives
20. Increase the number and percent of adults residing in independent living settings.	<p>Statement:</p> <p>Independent living can have many different meanings, but the key idea is a place where a person chooses to live.</p> <p>Measurement and Methodology:</p> <p>CMF residence code data for status 2 adults (18 years old and older) residing in independent living.</p> <p>Outcomes:</p> <p>See Measure #5.</p>



## Inland Regional Center 2020 Performance Contract Plan

Public Policy Measure	Actions to Attain Objectives
<p>22. Increase the number and percentage of adults residing in Adult Family Home Agency homes.</p>	<p>Statement:</p> <p>Adult Family Home Agency homes and supports are a new option which enables adults with developmental disabilities to enter into partnerships with families that promote self-determination and interdependence.</p> <p>Measurement and Methodology:</p> <p>CMF residence code data for status 2 adults (18 years old and older) residing in Adult Family Home Agency homes.</p> <p>Outcomes:</p> <p>See Measure #5.</p>