

REVISED AGENDA
INLAND COUNTIES REGIONAL CENTER, INC.
BOARD OF TRUSTEES MEETING
MONDAY, March 8, 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 ~~March 8, 2021~~ **January 11, 2021** 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. **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

Director’s Reports/Directors Info

Committee Reports (Written Reports)

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

Old Business:

New Business

- 1. Appointment of New Board Members/Mr. Page Action
- 2. Appointment of New VAC Chair **Officers**/Ms. Remington Action
- 3. CPA Audit Report
 - a. Inland Counties Regional Center, Inc./Ms. Steuwer Action
 - b. Master Trust of California/Ms. Steuwer Action
- 4. IRC’s Insurance Renewal/Ms. Steuwer Action
- 5. Appointment of New VAC Member/Ms. Stewart Action**

Trustee Input

Next Meeting Date: May 10, 2021

APPLICATION

VENDOR ADVISORY COMMITTEE

CONFIDENTIAL QUESTIONNAIRE FOR PERSONS INTERESTED IN VOLUNTARY PARTICIPATION

1. Name: Douglas McKown, Psy.D.

2. Agency Name: Samaritan Counseling Center

Address: 1126 W. Foothill Blvd. #110, Upland CA 91786

Position with Agency: Executive Director

Business Phone: (909) 985-0513 Fax Number: (909) 985-7193

Email Address: Dr.McKown@SamaritanCares.org

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

- | | |
|---|---|
| <input type="checkbox"/> Adult Day Programs | <input type="checkbox"/> Independent/Supported Living Services |
| <input type="checkbox"/> Health Facilities / ICF | <input checked="" type="checkbox"/> Specialist/Support Programs |
| <input type="checkbox"/> Infant/Children Programs | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Residential Services Level 2-3 | <input type="checkbox"/> Vocational Programs |
| <input type="checkbox"/> Residential Services Level 4 | <input type="checkbox"/> Adult Behavioral Management Programs |
| <input type="checkbox"/> Respite Programs | <input type="checkbox"/> Member At Large |

4. The Vendor Advisory Board 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. (Yes, sub-committee meetings as needed.) 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 experience serving people with developmental disabilities.

I am a licensed clinical psychologist with over 29 years of professional experience. My experience includes private practice, Director of Counseling at the Headington Institute, and staff psychologist at the Claremont Colleges and Loma Linda Medical Center. I currently serve as Executive Director of Samaritan Counseling Center as well as Clinical

Director of our BEAMS (Behavior Education And Management Services) Program (IRC vendored program). The BEAMS program serves developmentally disabled children/youth (typically ages 2-26) and their families, across San Bernardino and Riverside Counties. BEAMS provides in-home behavior intervention services, parent/caregiver training, and advocacy services to help families teach their children to become as independent as possible, regulate their emotions, and live to their fullest potential. BEAMS services (assessment, education, and treatment) focus on reducing undesirable behaviors (self-injurious/aggressive) and increase desirable, age appropriate behaviors (self-care, social skills, self-regulatory). BEAMS accepts any diagnosis, including but not limited to: Autism Spectrum Disorder, Cerebral Palsy, Intellectual Disability, Down Syndrome, and Epilepsy.

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

I enjoy hearing the various points of view (helping people feel heard), gathering sufficient information, analyzing the situation, and providing a balanced, reasoned perspective that is representative of the group as a whole. I have consistently been involved in the pre-VAC meetings for our group and facilitated those meetings in order to hear from the vendors so as to adequately represent issues as they arise.

I also regularly meet with the leaders of a number of organizations in the region for the purposes of collaboration, establishing best practices, leveraging resources, and ultimately providing better services to consumers.)

7. Number of Years in the DD Community: I have been involved in the DD community for over 14 years, since 2006.

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

I would like to be involved to help adequately represent the 102 vendor group (and recent addition of 055 vendors) and the consumers we serve. Since 1991, I have served on various committees and Boards (at various levels including several positions as Chair and/or President). I would like to leverage my experience and abilities to once again serve on the VAC. I have consistently been involved with the 102 vendors group and have seen the importance of representation for the vendors of the group. I served on the VAC from 2014 – Feb 2020 and was VAC co-chair for a portion of that time.

I desire to be part of finding ways to have win-win solutions (consumers-vendors-IRC-state/taxpayers). Ultimately, if we do a good job and there is adequate representation, oversight, and leadership, then consumers' lives, families, and communities will be positively impacted.

Signature of Applicant: Doug McKown, Psy.D.

Date: 1/7/21

Summary of VAC meeting on January 11, 2021

Donita Remington Chair, Vendor Advisory Committee

The following is a summary of the January 11, 2021 VAC meeting. Participants will be muted; April will co-host the meeting & will monitor the chat. Donita described the procedure for the VAC meeting, PreVAC meetings and distribution of information via email between meetings. VAC meetings will continue to be held monthly via zoom. Vendors were instructed to check the chat for information and links and to ensure that they are on the email list for their VAC Representative. April gave zoom instructions. April shared information about vaccine availability for DSPs and posted links to the chat. Vendors discussed vaccine hesitancy, supportive decision-making regarding vaccines and encouraging staff to be vaccinated when available and appropriate. 106 individuals participated in the zoom VAC meeting. The minutes from the prior meeting were approved. Jenn took minutes of today's meeting and will forward the information to Coby. Representatives were asked to send their summaries to Jenn. Donita thanked the vendors for their support of each other and the community during this very challenging time.

Summary by Vendor Category:

Vendor Group:	Concerns / Priorities
Day Programs:	Lynn De Anda (Ideanda@desertarc.org) reported that IRC representative attended the PreVAC meeting. Vendors discussed paid internships. Vendors were instructed to send questions regarding ASD rates to asdquestions@inlandrc.org . Vendors were concerned that they were not being informed about positive COVID results. Vendors were told to communicate these concerns to the consumer's CSC. Vendors asked about CSCs who were asking for consumer signatures on IDTs or other reports. Vince asked Lynn to forward these details to him for follow-up. Vendors had questions about the drop-down menu on e-billing. It is time consuming and vendors are concerned that they will have difficulty meeting billing deadlines. Vendors asked if they are required to complete the mitigation plan and reporting if they are not currently providing face-to-face service.
Health Care Facilities	Timothy Heaslip (timothy.heaslip@rescare.com) emphasized that these are very difficult, challenging times. Staffing is difficult due to the increase in COVID-19 cases. Vendors asked about the role of IRC in obtaining vaccine consent for clients. The vaccine roll-out has been challenging. A new law requires notification of positive cases in writing. The next PreVAC meeting will be in February.
Infant/Children's Programs:	Johanna Caicedo (Johana.caicedo@thementornetwork.com) reported that the PreVAC meeting was well attended. Vendors discussed ASD rates. Remote service delivery continues to be recommended as the safest method. Vendors are impacted by low referrals and families experiencing zoom fatigue. Training will be provided on teleintervention and collaborating with tribal communities. Early Start training will include a panel discussion of teleintervention and Johanna will share information regarding the training at the next VAC meeting.
Residential (Level 4):	Mumbi Kairu (mumbi.np@pamojainc.com) was absent. No report was given.
Residential (Level 2-3):	<i>Position Vacant</i>
Respite	April Stewart april@24hrcares.com and Jenn Delgado jdelgado@inlandrespite.com reported that the scheduled PreVAC meeting will focus on vaccine information and the minimum wage worksheet.
SLS / ILS	Jasmin Botello (jasmin.botello@arildsp.com) reported the next PreVAC meeting will be at the end of January. Vendors have questions regarding vaccine availability and the minimum wage increase.
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. A PreVAC meeting will be scheduled in February.
Transportation	Felecia Arnold (nemt1stclasstransportation@yahoo.com) reported that the ASD rates for Transportation have been pushed back until March. The next PreVAC will be in February and vendors will continue to ask questions and receive information via email.

Vocational	Marie Chatman (mariechatman@weexceed.org) reported that vendors have concerns and questions about PIP surveys, surveillance testing for staff, services being changed or terminated without going through the Person-Centered Process. Vendors asked when they would receive replies to their questions sent to asdquestions@inlandrc.org . Vince found out that there was a problem with the email address and IRC resolved the problem during the VAC meeting; the emails will be answered soon. Merissa let vendors know that they must submit their ASD certification before the ASD rates will be posted on the portal.
Behavior Mod:	Position vacant
Member-at-Large:	Jenn Delgado (jdelgado@inlandrespice.com) and Audrey Andrade (audreymandrade@gmail.com) had nothing to report as members-at-large.

Membership Committee: Ruth Goodsell (rgoodsell@desertarc.org) gave the membership report. The membership committee met and made the following recommendations for the Executive Committee beginning March 1, 2021: April Stewart – Chair; Felecia Arnold – Co-Chair; Jenn Delgado – Secretary. Jenn will also take over as the representative for Respite and April will transition to member-at-large. These recommendations were approved unanimously. The membership committee also recommended that Doug McKown be approved as the representative for the Specialist/Support vendor group as of 3/1/2021. This was also approved unanimously. These recommendations and Doug's application were sent to the VAC representatives prior to the meeting. There are 2 current openings: Residential Services Level 2-3 & Behavior Mod Programs.

Regional Center Update: Vince Toms thanked Donita for her service and ensured the vendors that they are in good hands with April. He thanked April for taking the lead to obtain information for the vendors regarding vaccinations. On a somber note, Vince discussed the impact of the virus. The virus is spiraling out of control. More than 10% of residential facilities are currently on quarantine. Vendors were given a directive on December 15th about the need to make good common-sense decisions to keep the consumers safe. This is not occurring in too many instances. The majority of infections is happening in residential facilities due to staff members. Vendors were encouraged to review the DDS Directives regarding ASD rates. Some vendor service codes will receive a rate increase. Specifics can be found on the Dec. 21st DDS Directive. Residential providers used to attend monthly trainings at IRC and the Residential VAC Representative could hold a PreVAC meeting following the trainings. Now the trainings have been transitioned to a virtual format. Residential vendors are receiving information via email from their IRC liaisons. Dalila Balderas will work with her team to identify any vendors who may be interested in representing Residential Services Level 2-3 on the VAC so that the vendor group can more easily collaborate with the other vendor groups. The Minimum Wage increase worksheet is due by March 1st. The vaccine roll-out is messy and it is a fluid situation. Vince will send out information and links to the vendors (including the DDS FAQs). Consent for vaccines should be made by clients, if they are able to give consent. If they are not, then it should be done by the medical decision maker for that client. For the small number of clients who are conserved by DDS, the CSCs should be contacted so that consent can be obtained via IRC's clinical staff. DDS will replace Survey Monkey with a different survey tool in the future.

Merissa Steuwer asked that vendors who want the worksheet that was used by Burns and Associates to calculate their ASD rates send an email to asdquestions@inlandrc.org and put attention audit team in the subject line. Vendors need to include their vendor number and service code in the email. Vendors reported that other Regional Centers have released ASD rates to vendors who have not completed their certification. IRC's policy is to release only after the certification. Once vendors are certified, they will receive ASD invoices, instead of traditional invoices. This is a dilemma for vendors who are not currently providing ASD but are considering doing so in the future. They do not have access to their Burns rate and will not be able to contest it before the deadline. Vendors should ignore the ASD drop down menu in e-billing if they are not providing ASD service. If they are providing ASD, they must complete the drop-down menu. There is a way to select all and deselect any absent dates. Written directions will be sent to vendors soon. Vendors must provide service and clients must receive the service for it to be billable. Currently, there isn't a set amount of service that must be provided to quality for the monthly ASD rate. Vendors are encouraged to provide the most amount of quality service they can. If DDS mandates a threshold of service, vendors hope that they receive the information in a timely manner and that any changes are not made retroactively. Dalila stressed that documentation is important and urged vendors to keep records.

The next VAC meeting is scheduled via zoom on Monday, February 8, 2021 at 9:00 a.m.