



SAN ANDREAS REGIONAL CENTER BOARD OF DIRECTORS MEETING MEETING NOTICE/AGENDA

Date: Monday, October 16, 2017

Time: 6:00 - 8:00 pm

Location: San Jose Office



**6203 San Ignacio Ave. Suite 200
San Jose CA. 95119**



AGENDA



6:00—6:02 I. Call to Order & Introduction. Mitsuno Baurmeister



6:02—6:05 II. Mission Statement. Pamela Kerman



6:05—6:09 III. Approval of Minutes

1. Board Meeting Minutes - (9/18/17)
2. Fiscal Committee Meeting Minutes - 9/18/17)
3. Service Provider Advisory Committee Meeting Minutes - None
4. Program Policy Committee Meeting Minutes - None
5. Board Development Committee Meeting Minutes - (10/3/17)
6. Executive Committee Meeting Minutes - (10/3/17)
7. Quality Assurance Advisory Committee Meeting Minutes -(10/10/17)
8. People’s Advisory Committee Meeting Minutes–



6:09—6:20 IV. State Council on Developmental Disabilities Central CoastD Grady

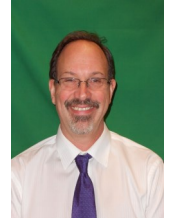
Note: Time is allowed for public input on all agenda items prior to board action on that item. Time is also allowed for public input on any issue not included on the agenda. (Welfare and Institutions Code Section 4660 (c)). People wishing to give input are invited to use the lectern or remain at their seats while speaking.



6:20 —6:30 V. Presidents ReportMitsuno Baurmeister
 1. Safety Preparedness



6:30—6:55 VI. Executive Director’s Report. Javier Zaldivar
 1. Regional Center Responsibility of all Individuals
 2. Legislative Update
 3. Respite Restrictions Over



6:55—7:15 VII. Director of Consumer Services Report.Mike Keeley
 1. New and Closing Programs
 2. Update on Self Determination Training
 3. Mission Moment

7:15—7:40 VIII. Committee Reports
 1. Fiscal Mary Le
 2. Board DevelopmentMichele Alanis



Action Item: Recommendation to approve the election of Ms. Nefte Couttolenc to her first two-year term in the Board.

Action Item: Recommendation to adopt the 2018 Board Meeting Schedule.

Action Item: Recommendation to approve the attendance policy.

Action Item: Recommendation to adopt the revised By-Laws

3. People’s Advisory Committee Christine Gianola
 4. Quality Assurance Advisory Troy Hernandez
 5. Service Provider Advisory Wesley Moss

Action Item: Recommendation to approve the election of Ms. Beth Prentiss to her first two-year term in SPAC.

6. Program PolicyMaya Bareket
 7. ARCA Maya Bareket

7:40—7:45 IX. Public Comment

7:45—7:50 X. Board Comment

7:50—7:55 XI. Announcements: *Awards Dinner 11/4/17*
Fiesta Educativa 10/21/17



7:55—8:00 XII Approve Slate of Officers
President Michele Alanis
Vice-President Pamela Kerman or Maya Bareket
Treasurer Mary Le
SecretaryChristine Gianola



8:00 XIII. Adjournment



**SAN ANDREAS REGIONAL CENTER
Board of Directors Meeting Minutes
Salinas Office
September 18, 2017**

Presiding: Mitsuno Baurmeister (Board President)

Board Members Present:

| | |
|--------------------|--------------------------------|
| Michele Alanis | Maya Bareket (<i>phone</i>) |
| -Christine Gianola | Troy Hernandez |
| Martha Johanson | Pamela Kerman (<i>phone</i>) |
| Kim Yen Nguyen | Mary Le |
| Virginia Manguray | Dr. Lori Riggio |

Board Members Absent: Wesley Moss

Staff Present:

| | |
|----------------------|--------------------|
| Jim Elliott | Lourdes González |
| Greg Hoffman | Angel Johnson |
| Mike Keeley | Arushie Nugapitiya |
| Rosa Linda Ogas | Yvonne Padron |
| Phien Phan | Kim Pierce |
| Irene De La Rosa | Minerva Valdez |
| Francisco Valenzuela | Javier Zaldivar |

Community Present:

| | |
|------------------|---------------|
| Nefte Couttolenc | Lori McDonald |
| Doug Pascover | |

CALL TO ORDER

Ms. Mitsuno Baurmeister Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 6:02 p.m. Ms. Baurmeister also called attention to the note on the agenda stating that time is allowed for public input on any issue not included on the agenda (Welfare and Institutions Code Section 4660 (c)). Self-introductions were made and the mission statement was read by Ms. Martha Johanson in Spanish in honor of National Hispanic Month.

APPROVAL OF MINUTES

M/S/C Moved to approve the following meeting minutes. (Alanis/Johanson) No further discussions. All in favor. Motion carries.

1. Board Meeting Minutes – (6/19/17)
2. Fiscal Committee Meeting Minutes – (6/19/17)
3. Service Provider Advisory Committee Meeting Minutes – (6/28/17), (7/26/17)
4. Program Policy Committee Meeting Minutes – (9/5/17)
5. Board Development Committee Meeting Minutes – (9/5/17)
6. Executive Committee Meeting Minutes - (9/5/17)
7. Quality Assurance Advisory Committee Meeting Minutes – (9/12/17)
8. People’s Advisory Committee Meeting Minutes – (9/6/17)

PRESIDENT'S REPORT

Ms. Mitsuno Baurmeister Board President informed that the move to the San Jose building has been completed. We have moved to a space of 74,000 sq. ft. we are very proud of our spacious beautiful building. She informed that both the Campbell and Gilroy office have been closed already and the Gilroy staff joined us at our new headquarters in San Jose. The grand opening will be on September 30, 2017 to give our families a chance to tour the building

EXECUTIVE DIRECTOR'S REPORT:

Mr. Javier Zaldivar Executive Director shared that it was a big effort to move two offices to the new building but all the staff stepped up and made it possible. To cover the needs of the South County families SARC will have an outreach office in Hollister that will be staffed one day per week. The new building has a huge conference room that will be available for other organization in our community.

Mr. Zaldivar informed on the following issues:

- Vendor Surveys, he emphasized that it is imperative that vendors respond to the DDS surveys on line. If they do not respond their rate increase will be taken away. It will also defeat the purpose of all the effort that went into lobbying to get a funding package to deliver better services. The survey requirements are to inform how the money was used and respond by October 1, 2017.
- The Legislative cycle continues
- At SARC's grand opening several legislators will be available to ask them to support our families.
- The construction of the Googleplex has increased the property values in our area making it more difficult for our individuals to find affordable housing.
- There is a rate study going on state by state it is good because we must keep our plight in the front burner.
- Currently the only way to request a rate increase is by submitting a Health and Safety Exception request based on each individual. The approval of AB 279 would have solved this issue too bad it failed.
- The federal government has threatened to cut funding to states that do not participate in their immigration regulations, California does not want to participate therefore programs like Medical can be affected.
- In the state's outreach to reduce disparities grant monies have been opened to the CBO's (Community Based Organizations) they can apply directly now.
 - The positive is that it gets rid of the bureaucracy
 - The negative is that the CBO might not enact what they promised.
- At SARC our diversity specialist Rosa Linda Ogas will be working with the CBO's to analyze trends and report them to DDS.

DIRECTOR OF CONSUMER SERVICES REPORT:

NEW AND CLOSING PROGRAMS

Mr. Mike Keeley gave the report:

0 Closed

9 Opened

- CENTER FOR SOCIAL DYNAMIC – Behavioral Intervention Monterey & Santa Cruz Counties
- HONU INTERVENTION – Infant development Santa Cruz County
- KIDANGO - Infant development Santa Clara County
- NOW VOYAGER – Medical Equipment and Environmental Accessibility.
- TRANSPORT X ALPHA'S – Transportation San Jose
- CENTRAL COAST CAB – Transportation Seaside
- TMB ENTERPRISE, LLC DBA: V & B – Transportation Milpitas
- SPREAD YOUR WINGS – Supported Living Santa Cruz county
- FRIENDS OF CHILDREN WITH SPECIAL NEEDS – Adult development Santa Clara County

PERFORMANCE CONTRACT

Mr. Jim Elliot presented the 2018 Performance Contract: Proposed Outcomes and Activities. He went over contractual, local, and compliance measures; their outcomes and goals. SARC is doing very well in the number of case load in Developmental Centers 11 left only.

Please go to our website to review the performance contract and give us your feedback.

<http://www.sanandreasregional.org/sarc-news/performance-contract-2018/>

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST

None.

COMMITTEE REPORTS:

FISCAL

Ms. Mary Le Board member gave the report.

POS (Non-CPP only)

The Purchase of Service Expense for the month of July 2017 was \$26.3 Million the year to date was \$26.3 Million. The current allocation is \$386 Million. The FY 17/18 projection will not be done until November. This month's POS spending is low due to IT problems we experience this month.

Individuals Served

The number of individuals served as of July 31, 2017 was 16,268. This is an increase of 281 since July 2016.

Operations (OPS)

Expenses for the month of August 2017 were \$2.8 Million and Year-to Date were \$5.4 Million. The Fiscal Year Projection is \$36.76 Million. The allocation is \$36.8 Million leaving a surplus of \$45,048, and decrease of \$5,398 over July.

Current Year Cash Flow

The cash position through the end of August was \$34.2 Million, a decrease of \$7 Million. The decrease is primarily due to timing of DDS reimbursements from prior year allocations. We will continue to monitor our cash but do not anticipate any problems.

Donations Account

The balance in the Donation Fund through the end of May was \$141,543. This was a net decrease of \$1,008 for the month. This change consisted of disbursements of \$1,219.56, loan repayments of \$181 and donations of \$24.50.

Medicaid Waiver Enrollment

The enrollment for SARC at the end of July was 7,493, statewide it was 126,026. The targets for San Andreas and other regional centers statewide have not been set as yet.

BOARD DEVELOPMENT

Ms. Michele Alanis Board Development Chair recommended Ms. Maya Bareket to her third term on the Board.

M/S/C Moved to approve the re-election of Ms. Maya Bareket to her third and last two-year term in the Board of Directors. (Gianola/Johanson) No further discussions. All in favor. Motion carries

Ms. Baurmeister Board President recommended Ms. Michele Alanis to her third term on the Board.

M/S/C Moved to approve the re-election of Ms. Michele Alanis to her third and last two-year term in the Board of Directors. (Nguyen/Kerman) No further discussions. All in favor. Motion carries

PEOPLE'S ADVISORY COMMITTEE (PAC)

Ms. Chris Gianola Committee Chair informed that several individuals will be attending the "People First Conference" in October she is looking forward to the classes she will attend soon.

QUALITY ASSURANCE ADVISORY COMMITTEE

Mr. Troy Hernandez informed that he shared a newspaper article about a pill bill.

SERVICE PROVIDER ADVISORY COMMITTEE

Mr. Dough Pascover SPAC member shared the concern that many providers have not responded to the ABX survey. He also recommended having Ms. Soheila Razban re-elected to her third term in SPAC.

M/S/C Moved to approve the re-election of Ms. Soheila Razban to her third and last two-year term in SPAC. (Alanis/Johanson) No further discussions. All in favor. Motion carries

PROGRAM POLICY COMMITTEE

Ms. Baurmeister made a motion to adopt two policies approved by DDS.

M/S/C Moved to adopt the Therapeutic Services Policy. (Riggio/Manguray) No further discussions. All in favor. Motion carries

M/S/C Moved to adopt the Recreation Services Policy. (Le/Gianola No further discussions. All in favor. Motion carries

ARCA

Ms. Baurmeister read a report that Ms. Bareket prepared from her attendance at ARCA, were Safety Net and Person Centered Planning meetings were discussed.

PUBLIC COMMENT

None

BOARD COMMENT

Ms. Baurmeister announced the slate of officers to be voted on at the Annual Meeting in October.

Slate of Officer:

- PresidentMichele Alanis
- Vice-presidentPamela Kerman and Maya Bareket
- TreasurerMary Le
- SecretaryChristine Gianola

A potential Board member Ms. Nefte Couttolenc was interviewed and she introduced herself.

Ms. Kerman stated that she would like to see the phrase “Life Cycle” services in the elevator speech the Board is working on.

ANNOUNCEMENTS

- September 28, 2017 Vendor Fair Watsonville office 11:00 to 12:30 pm
- September 30, 2017 SARC Grand Opening San Jose 11:00 to 2:00 pm
- September 30, 2017 Leo’s Haven Bike Ride.
- October 5, 2017 10th Annual Disability Awareness Day San Jose City Hall
- October 5,-6 2017 Supportive Life Conference
- October 7, 2017 Fiesta Familiar Salinas
- October 12, 2017 Vendor Fair San Jose office 10:00 to 1:00 pm
- November 4, 2017 Service Above Self Awards Dinner Holiday Inn San Jose 4:00–9:00

Self Determination Meetings at DDS are open to the public.

ADJOURNMENT

Meeting adjourned at 7:41p.m. by the President Ms. Mitsuno Baurmeister

Recording Secretary, Ms. Lourdes González

Submitted by,

Ms. Maya Bareket, Board Secretary

**San Andreas Regional Center
Board of Directors
Fiscal Committee - Meeting Minutes
September 18, 2017**

Committee Members Present: Mary Le Virginia Manguray
Lori Riggio

Committee Member Absent: Mitsuno Baurmeister

Staff Present: Greg Hoffman Lourdes González
Javier Zaldivar

Meeting called to order at 5:00 pm. by Ms. Mary Le Committee Member

1. Purchase of Services (Non-CPP only)

The Purchase of Service Expense for the month of July 2017 was \$26.3 Million the year to date was \$26.3 Million. The current allocation is \$386 Million. The FY 17/18 projection will not be done until November. This month's POS spending is low due to IT problems we experience this month.

2. Individuals Served

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3. Operations (OPS)

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4. Cash Position

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5. Donation Fund

The balance in the Donation Fund through the end of May was \$141,543. This was a net decrease of \$1,008 for the month. This change consisted of disbursements of \$1,219.56, loan repayments of \$181 and donations of \$24.50.

6. Medicaid Waiver Enrollment

The enrollment for SARC at the end of July was 7,493, statewide it was 126,026. The targets for San Andreas and other regional centers statewide have not been set as yet.

7. Other

Mr. Greg Hoffman, Chief Financial Officer, gave an update on the facilities:

- Gilroy Office – has been closed.
- Hollister Outreach office will be open one day per week.
- Watsonville Office – Painting and new carpeting will be done as well as remove the wall in the large conference room.
- Salinas Office – in talks to relocate the office to a bigger building.
- San Jose – Working on “day two items” now.

Mr. Hoffman announced that the Independent Fiscal Audit will be done in December.

8. Next Meeting Date

October 16, 2016 at 5:00 pm. San Jose Office

9. Adjournment

The meeting was adjourned at 5:25 pm.

**San Andreas Regional Center
Board of Directors
BOARD DEVELOPMENT COMMITTEE MINUTES
October 3, 2017**

Committee Members Present: Michele Alanis (Chair) Maya Baraket
Mitsuno Baurmeister Christine Gianola
Troy Hernandez Martha Johanson
Wes Moss Kim Yen Nguyen

Committee Members Absent: Pamela Kerman

Staff Present: Lourdes González Greg Hoffman
Mike Keeley Javier Zaldivar

The Board Development Committee Meeting was called to order at 5:30 p.m., by Ms. Michele Alanis Committee Chair

1. Confirm Board Education

There will be a Board Education on October 16, 2017 at the San Jose office. The topic will be "Cultural Diversity" Mr. Zaldivar and Mr. Keeley will present.

2. Applicants Update

Ms. Alanis shared that they have interviewed Ms. Nefte Couttolenc as a potential Board member and she seems like a good fit. She will be invited to join the Board and represent the Monterey County.

Ms. Alanis informed that Mr. Keith Forster approached her to let her know that he is interested in joining the Board again. The committee will interview him again.

3. Vacancies

Four Vacancies in the Board

- 1 Monterey County
- 1 Santa Cruz County
- 2 At-Large

4. Member Terms

Upcoming reelections will be Ms. Gianola and Ms. Kerman in November.

5. Other

Ms. Martha Johanson proposed that an Employment Committee be created. She shared a short presentation of what the vision is.

- Employment Committee for All Abilities
- Background
- Mission
- Committee Members
- Resources
- Mentors
- Research

The committee discussed the idea and it seems that objective would be better achieved with a task force made up of Board members, SARC staff, and family members.

6. Next Committee Meeting Date/Time

November 7, 2017 San Jose Office

7. Adjournment:

There being no further discussion, the meeting adjourned at 6:06 p.m.

**San Andreas Regional Center
Board of Directors
EXECUTIVE COMMITTEE MINUTES
October 3, 2017**

Committee Members Present: Michele Alanis
Mitsuno Baurmeister (chair)
Troy Hernandez
Wesley Moss
Maya Bareket
Christine Gianola
Martha Johanson

Committee Members Absent:

Staff Present: Lourdes González
Mike Keeley
Arushie Nugapitiya
Francisco Valenzuela
Greg Hoffman
Katie Magleby
Irene De La Rosa
Javier Zaldivar

Ms. Mitsuno Baurmeister Committee Chair called the meeting to order at 6:06 p.m.

1. Risk Assessment Report

Ms. Katie Magleby Risk Assessment Standards Compliance Coordinator presented the SIR report for the month of September 2017.

Total Incidents 535

85 Incidents reportable to DDS.

450 Incidents not reportable to DDS.

6 Deaths

7 Consumers reported missing with 0 not yet located

21 Suspected Abuse/Exploitation

1 Injuries Require Treatment Beyond First Aid

21 Medical Need/Accident

4 Victim of Crime

2 Suspected Neglect

7 Unplanned hospitalizations

130↑ Aggressive Acts

Ms. Magleby went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation. She updated the Committee on the death reason for minors.

2. Development of the October 16 2017 Board Meeting in San Jose

There will a Board Education and the topic will be "Cultural Diversity" Mr. Javier Zaldivar and Mr. Keeley will present.

Mr. David Grady will present the State Council on Developmental Disabilities Central Coast report.

- a. **President's Report: Mitsuno Baurmeister**
 - 1. Safety Preparedness

- b. **Executive Director's Report: Javier Zaldivar**
 - 1. Regional Center Responsibility of all Individuals
 - 2. Legislative Update
 - 3. Respite Restrictions Over

- c. **Director of Consumer Services: Mike Keeley**
 - 1. New and Closing Programs
 - 2. Update on Self Determination Training

- d. **Committee Reports:**
 - Fiscal** – There will be a report.

Board Development – There will be a report and several action items.

Action Item: Recommendation to approve the election of Ms. Nefte Couttolenc to her first two-year term in the Board.

Action Item: Recommendation to adopt the 2018 Board Meeting Schedule.

Action Item: Recommendation to approve the attendance policy.

Action Item: Recommendation to adopt the revised By-Laws

Service Provider Advisory Committee - There will be a report.

Action Item: Recommendation to approve election of Ms. Beth Pretiss to her first two-term in SPAC

People's Advisory Committee – There will be a report on conventions attended.

Quality Assurance Advisory – There will be a report

Program Policy Committee – None

ARCA Update – There will be a report.

3. Property Management Update

Mr. Greg Hoffman Chief Financial Officer gave the report

San Jose Office –Working on day two items and signage of building.

Watsonville Office – Met with landlord to review the need for painting, carpet replacement and conference room enlargement.

Salinas Office – Negotiating lease of new location and have amended lease at current location.

Hollister – Lease has been signed, preparing the space to receive families.

4. Director's Update

Mr. Javier Zaldivar Executive Director shared that the SARC's ribbon cutting was a success, with great representation from our local legislators, Board members, staff, and families.

The Employment Conference in September went very well with about 200 attendees. The SARC staff has done different fundraisers to donate to the various natural disasters that have occurred lately they have collected over \$4,000.00.

Mr. Zaldivar updated the committee on these issues:

- CALABLE has been delayed in California due to the difficulty in finding a financial administrator and California's high standards of doing business.
- The \$11 Million money to address disparity has been released where the COB (Community Based Organizations) can apply directly for it. The bulk of SARC's grant last year went to outreach. Deadline to apply is November 5, 2017.
- The Respite restrictions have been lifted and SARC will be publicizing it to the families.
- SARC staff worked until the last minute to help the vendors respond to the ABX survey they achieved 99.9% only one person did not respond.
- Housing Bills to be aware of are :
 - Senator Beall's \$20 million bond proposal for affordable housing
 - SB 2 to address the homeless issues specifically in San Diego where hepatitis has become a health crisis. For SARC it would mean housing opportunities.

5. Announcements/Events

October 5, 2017 Disability Awareness Day

October 5, 2017 Imagine's Film Festival Santa Cruz

October 10, 2017 Fiesta Familiar Conference in Salinas

October 12, 2017 Vendor Fair San Jose office 10:00 to 1:00 pm

November 4, 2017 Service Above Self Awards Dinner Holiday Inn San Jose 4:00–9:00

December 15, 2017 All Staff Service Recognition Event

5. Other

SARC will have a Russian delegation that want to learn about our services on October 6, 2017.

Mr. Zaldivar will attend the opening of a Time Capsule found at the Agnews Developmental Center grounds.

6. Next committee/meeting date/time

November 7, 2017 San Jose Office

7. Adjournment

There being no further discussion, the meeting adjourned at 7:45 p.m.

**San Andreas Regional Center
Quality Assurance Advisory Committee
October 10, 2017**

Committee Members Present: Maya Bareket Christine Gianola
Troy Hernandez – Chair
Martha Johanson

Committee Members Absent:

Staff Present: Lourdes Gonzalez Mike Keeley
Katie Magleby Debbie Salazar

Community Present: David Grady Judy Rivera

Meeting called to order by Mr. Troy Hernandez Chair of the Committee at 5:12 p.m. The following information was collected for the month of September 2017:

I. Special Incident Reports

553 Total number of incidents.
6 Total number of deaths.
85 Incidents reportable to DDS.
450 Incidents not reportable to DDS.
20 Unplanned hospitalizations with 2 consumers remaining hospitalized.
14 Planned hospitalizations.
7 Consumers reported missing with 0 not yet located.

Breakdown of Incident Reports by Residence type:

RCH 197 ICF 7 SNF/NF 1 ILS 28 SLS 112 Family Home 155
Foster Home 0 Family Home Agency 23 Psych Treat. 12

Highlights: Ms. Magleby went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation.

II. Quality Assurance (QA):

A. QA Facility Monitoring - Residential Care, Level 4I only

8 Out of 8 scheduled FM's completed.
2 Facilities received recommendations
0 Facilities received corrective action plans

B. QA Unannounced Visits - Residential Care, Level 4I only

8 Out of 10 scheduled QA's completed.
3 Facilities received recommendations
0 Facilities received corrective action plans

C. Trainings:

Service Provider Facility Monitoring, attendees.

Service Coordinator Facility Monitoring 00/00/00 00 attendees.

Behavior Skills Training-DP's/RCH's/SARC SC's 00/00/00 attendees

Residential Services Orientation (RSO) 00/00/00 00 attendees

New Employees Orientation 09/05/17 23 attendees

Service Provider & RC staff, Hot Topics Training 00/00/00 attendees.

D. Standing QA Meetings:

Quality Assurance around the Bay: 00/00/00 00 attendees.

Let's Talk QA: 09/06/17 12 attendees

DSP Interview w/SARC – as needed

QA Rap Session (Roundtable) Cancelled 00/00/00 00 attendees

Mortality and Morbidity: 6 Number of deaths

0 Infants 2 Children 1 Adults 3 Elderly

E. Highlights:**Certificate of Achievement:**

None given September 2017

III. Health Services:**A. Health-Related Trainings Presented by San Andreas Health Services Unit:**

| Class (Max attendance) | # Completed | Total Attendees | Test 1 Pass/Fail | Test 2 Pass/Fail |
|---|-------------|-----------------|------------------|------------------|
| Assisting with Medications – Part 1 (24) | 1 | 23 | 22/1 | 1/0 |
| Assisting with Medications – Part 2 (24) | 1 | 24 | 24/0 | -- |
| Basics of Dementia – Part 1 (24) | | | | |
| Basics of Dementia - Part 2 (24) | | | | |
| Difficulty Swallowing and Aspiration (24) | 1 | 22 | 21/1 | 0/1 |
| Emergency Planning (24) | 1 | 12 | 12/0 | --- |
| Oral Health (20) | 1 | 14 | 13/1 | 0/1 |
| Pressure Sore Prevention & Recognition (24) | 1 | 22 | 20/2 | 2/0 |
| Recognizing Signs of Abuse (24) | | | | |
| Restricted Health Conditions (24) | | | | |
| Signs/Symptoms of Illness/Injury (24) | 1 | 22 | 17/5 | 3/2 |
| Special Incident Report (24) | 1 | 20 | 20/0 | -- |
| Thinking Ahead (24) | | | | |
| What is Epilepsy (24) | | | | |
| Totals | 8 | 159 | 149/10 | 6/4 |

B. Current projects/activities:

Training for Assisting with Medications may become a 5-6 hour course all in one day. This is at the suggestion of the attendees.

SCFHP (Santa Clara Family Health Plan) is under new management. Their payment practices have been audited. The physicians who were providing specialized home care to about 150 people were offered a lower rate per person. Two of them sent letters dismissing our individuals from their practice stating the reimbursement is insufficient. This also holds true of the general anesthesia dentist at San Jose Dental Surgery Center. We are working with SCFHP to see if they can find a way to continue the services.

C. Highlights:

There are plans to move two 21 year olds from Subacute Saratoga Hospital to Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHN) homes*. Their families are thrilled. We continue to have capacity with at least one bed available to Developmental Center leavers.

***ARFPSHN – Adult Residential Facilities for Persons with Special Health Care Needs**
Adult residential facility that provides 24-hour health care and intensive support services in a homelike setting licensed by Community Care Licensing and vendored by Regional Centers to serve former Lanterman residents. (Formerly known as 962 homes).
CA Welfare and Institutions Code (WIC), § 4684.50-4684.75
<http://www.dds.ca.gov/Statutes/WICSectionView.cfm?Section=4684.50-4684.75.htm>

IV. Supported Living Services (SLS):

A. SLS QA's: Two QA audits were performed this month. One vendor received a Corrective Action Plan for not providing adequate health care to an individual they serve. Both agencies were given feedback on paperwork that was needed to assure compliance with Title 17 regulations and San Andreas Best Practices.

B. SLS Roundtable: Resource Specialist Ann Sieber presented the following information at the September Roundtable held at the Watsonville office.

- SARC Policy/Procedure:
- Completion of ABX surveys – *Mr. Keeley explained that the surveys were for the vendors to explain how they spent their rate increase and to continue their increase.*
- Providing hours to an individual in a hospital setting
- SLS Contracts
- Use and types of Electronic Visit Verification (EVV) systems*

**EVV systems can provide more consistent care delivery via up-to-date client information, schedules, and service plans; reliable proof-of-visit via GPS-based mobile visit verification; gains in care coordination efficiency*

- Using Volunteers and unpaid workers

- Community Information:
 SPAC update
 Vendor Fairs

Highlights:

The next Roundtable Meeting will be conducted at the San Jose office on October 11, 2017. Following that, the November meeting will be held at the Watsonville office on November 8, 2017.

Supported Living Orientation (SLO) For Individuals and Families

One SLO was conducted in September with attendance of 6 individuals' total.

Supported Living Services (SLS) New Vendor Orientation

One SLS New Vendor Orientation was conducted with a total of 14 participants.

V. Resource Services:

| | | | | |
|---------------------------------------|--------------|------------|--------------|-----------------|
| Residential Service Orientation (RSO) | ___ | Completed, | ___ | Total attendees |
| RSO (mini for FHA) | <u> 1 </u> | Completed, | <u> 4 </u> | Total attendees |

VI. Emergency Response Plan Report

Evacuation routes from 2nd and 3rd floor were designated by color-coded groups, similar to how it was done at Campbell office. Meeting of Evacuation Marshals was held, and a group-by-group evacuation drill was done on our second day at the new office. The Assembly Area is in the back lane of the parking lot, amidst parking spaces and cars. It will be very tight when all staff evacuate together.

Now that the Gilroy office staff has moved in, another drill will be done, probably unannounced. San Andreas will also be participating in the Great California Shake-Out on October 19th. This will be an opportunity to practice the “drop, cover, hold on” technique for earthquakes. We will follow it with an evacuation drill. Practice, practice, practice!

A. Current projects/activities:

We plan to invite local fire department personnel to speak to the Evacuation Marshals regarding their role and priorities during an evacuation as well as inquiring about what equipment is best used in a three story building for injured employees.

VII. Open Agenda:

Mr. Mike Keeley informed that during the Sonoma fires SARC is supporting the individuals in the north as much as possible. SARC is moving individuals out of the DC into our available homes.

Ms. Bareket shared that the People First conference focused on Safety she liked it at lot.

Mr. David Grady brought up the question on where do Quality Assurance, Licensing and the Final Rule meet and how can licensing be nudged to person center planning. More discussion will be forthcoming.

VIII. Next QAAC meeting is scheduled for:

November 14, 2017 at 5:00 p.m. - 6:30 p.m. San Jose Office

IX. Adjournment

There being no further discussion, the meeting adjourned at 6:13 p.m.