



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

Date: Monday, June 17, 2019
Time: 6:00 - 8:00 pm



Location: San Jose Office
6203 San Ignacio Avenue.
San Jose CA. 95119



AGENDA



6:00—6:02 I. Call to Order & Introduction. Pamela Kerman



6:02—6:05 II. Vision Statement. Virginia Manguray



- 6:05—6:09 III.** Approval of Minutes
1. Board Meeting Minutes - (5/20/19)
 2. Fiscal Committee Meeting Minutes - (5/20/19)
 3. Service Provider Advisory Committee Meeting Minutes - (5/22/19)
 4. Program Policy Committee Meeting Minutes - (6/4/19)
 5. Board Development Committee Meeting Minutes - (6/4/19)
 6. Executive Committee Meeting Minutes - (6/4/19)
 7. Quality Assurance Advisory Committee Meeting Minutes - (6/14/19)
 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 Report Pamela Kerman
 1. Celebrating Diversity in the Community



6:30—6:55 VI. Executive Director’s Report. Javier Zaldivar
 1. Employment Programs Update
 2. Diversity Outreach Update
 3. Budget Update



6:55—7:15 VII. Director of Consumer Services Report.Mike Keeley
 1. New and Closing Programs
 2. Self-Determination Update
 3. Cal Fresh Program Eligibility



7:15—7:40 VIII. Committee Reports
 1. Fiscal Mary Le
 2. Board DevelopmentPamela Kerman
Action Item: Recommendation to approve the re-election of Ms. Kim Yen Nguyen to her third and last term in the Board of Directors.
 3. People’s Advisory Committee Christine Gianola
 4. Quality Assurance Advisory Christine Gianola
 5. Service Provider Advisory Beth Prentiss
Action Item: Recommendation to approve the election of Ms. Deanna Corpuz to her first two-year term in SPAC.
 6. Program Policy Martha Johanson

7:40—7:45 IX. Public Comment

7:45—7:50 X. Board Comment

7:50—8:00 XI. Announcements
 *6/22/19 Summer Festival - Watsonville
 *Swim Parties - @Autism Society San Francisco Bay Area Sunday

8:00 XII. Adjournment



**SAN ANDREAS REGIONAL CENTER
Board of Directors Meeting Minutes
Salinas Office
May 20, 2019**

Presiding: Pamela Kerman Board President

Board Members Present: Michele Alanis Maya Bareket
Nefte Couttolenc Jon Drennan
Christine Gianola Martha Johanson
Mary Le Kim Yen Nguyen
Beth Prentiss(via phone)

Board Members Absent: Keith Forster Virginia Manguray
Glendora Pitre Daniel Stickney

Staff Present: Lourdes Gonzalez Greg Hoffman
Angel Johnson Mike Keeley
Yvonne Padron Phien Phan
Minerva Valdez Francisco Valenzuela
Javier Zaldivar

Community Present: David Grady Lori Luzader

CALL TO ORDER

Ms. Pamela Kerman Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 6:02 p.m. Ms. Kerman 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. Mary Le

APPROVAL OF MINUTES

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

1. Board Meeting Minutes – (3/18/19)
2. Fiscal Committee Meeting Minutes – (3/18/19)
3. Service Provider Advisory Committee Meeting Minutes – (3/27, 4/24/2019)
4. Program Policy Committee Meeting Minutes – (5/7/19)
5. Board Development Committee Meeting Minutes – (5/7/19)
6. Executive Committee Meeting Minutes - (5/7/19)
7. Quality Assurance Advisory Committee Meeting Minutes – (5/14/19)
8. People’s Advisory Committee Meeting Minutes – None

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST

Mr. David Grady discussed the following issues:

- State Council and SARC collaborate on 5 to 6 goals of the State Plan
- Self Determination Update- - offered a facilitation training with the help of the Salinas staff
- Have created a google group to inform self-determination participants
- Collaborated with Katherine Sanders and Service Coordinators on a discovery of Person Center Thinking Practice
- Team up with Watsonville's Manager Ms. Vandekamp in educating First Respondents in disability awareness
- Ms. Lucas along with Ms. Ann Sieber is part of the Committee that trains families in HCBS
- Ms. Rosa Linda Ogas Disparity Specialist has contributed great work at the Disparity Task Force Meeting.

PRESIDENT'S REPORT

Ms. Pamela Kerman Board President made a presentation on Autism since March was Autism Awareness month. She informed that Autism is one of the fastest growing diagnoses: 1 out of 50 people is believed to have Autism, since 2000 the number of diagnoses has increased 119% it is a significant number that can't be ignored. Ms. Kerman shared links, research, and APPS that help individual with autism.

- Screening - [evaluation for symptoms of autism](#)
- Research - *SPARK will provide researchers with medical and genetic information from tens of thousands of individuals and families affected by autism.*
- App - [GuessWhat](#)

She also thanked all the SARC staff for their great work.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Javier Zaldivar Executive Director informed that Employment Programs and Disparity Outreach updates will be standing topics on the agenda, and he also discussed the following issues:

- Ms. Katherine Sanders Employment Specialist is doing great work in our catchment area creating LPA's (Local Partnership Agreements) between SARC and the school districts so that consistent support be given to the individuals
 - Ms. Sanders has formed a Business Advisory Committee that will engage with employers to discuss barriers and possible solutions Competitive Integrated Employment
- Ms. Rosa Linda Ogas Cultural Diversity Specialist has done great work in the diversity outreach
 - The Spanish Parent Support group has been a success and are on their own now
 - The Vietnamese Parent Support group has been successful as well
 - The outreach in the community has been expanded and targeted to those with the most POS (Purchase of Service) disparity
 - The financial report on disparity will be sent to DDS soon

- May Revise Update - subcommittee hearings will vote on:
 - Suspension of the Uniform Holiday Schedule
 - Restoration of Summer camp and social recreation
 - Approval of an 8% increase for providers recommended by the rate study report
 - Approving a \$40 million fund for high cost areas
- The Performance Contract End of Year 2018 that was sent to DDS was presented
 - SARC's specs on its goals and priorities were met, as well as its obligations and expenditures.

DIRECTOR OF CONSUMER SERVICES REPORT:
NEW AND CLOSING PROGRAMS – Mike Keeley

Mr. Keeley gave the report:

2 Closed

- Rest Care -Residential Care Facility
- Anka Homes statewide closure

5 New

- Respite Home in Santa Clara County
- Pharmacy in Salinas
- Mount Blue - Residential Home in San Jose
- Therapeutic Program in Los Altos
- Pay Internship in Santa Cruz

Self Determination – Mike Keeley

Mr. Keeley updated the audience on the recent development with Self Determination

- SARC has completed two orientations and out of the 126 allotted individuals 75 attended the orientation and 7 have dropped out, the open slots have been forwarded to DDS to be refill
- Premier has been vendorized as a Financial Management System
- More orientations will be held in the future

End of Year Day Program Opportunities for Graduates

Mr. Keeley shared some of the alternatives our individuals have after leaving school:

- Go to college
- Go to work
- Internships
- Project Search for training
- Certificate Programs

COMMITTEE REPORTS:
FISCAL

Ms. Mary Le Board Treasurer gave the report.

POS (Non-CPP only)

The Purchase of Service Expense for the month of March 2019 was \$31.1 Million and the year to date was \$286.4 Million. The current allocation is \$402 Million and the projection for FY 18/19 is \$387.3 Million. The surplus is 14.8 Million.

Individuals Served

The number of individuals served as of March 31 2019 was 16,924 this is an increase of 375 since March 2018.

Operations (OPS)

Expenses for the month of April 2019 were \$3.3 Million and Year-to Date were \$31.5 Million. The Fiscal Year Projection is \$38.8 Million. The allocation is \$39.3 Million leaving a surplus of \$466K, an increase of \$61K over March.

Current Year Cash Flow

The cash position through the end of April was \$68.5 Million a decrease of \$2.4 Million. This decrease is due to an increase in POS spending in March compared to prior months. Our cash position is \$7.4 Million higher than April 2018.

Donations Account

The balance in the Donation Fund through the end of April 2019 was \$181.5K a net decrease of \$1,710 for the month. This change consisted of, donations totaling \$67, loan repayments of \$148 and disbursements of \$1,925.

Medicaid Waiver Enrollment

The Medical Waiver enrollments for SARC at the end of February was 8,279, a net increase of 37 enrollments for February, statewide was 131,402 a net increase of 426 enrollments for the month of February March numbers were not available at the time of the report.

Ms. Le recommended to the Board seven contracts that were reviewed at the Fiscal Committee for approval.

- 1. M/S/C Moved to approve the Center for START Services Contract FY 2019-20 totaling \$281,000. (Bareket/Johanson) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.**
- 2. M/S/C Moved to approve the Via Services Contract FY 2019-20 totaling \$1,129,103.24. (Alanis/Johanson) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.**
- 3. M/S/C Moved to approve the Stars Bay Area, Inc. Contract FY 2019-20 totaling \$533,046.59. (Kerman/Nguyen) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.**

4. **M/S/C Moved approve the I Can Too-Trumpet Behavioral Services Contract FY 2019-20 totaling \$955,429.74 (Gianola/Bareket) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.**
5. **M/S/C Moved to approve the Marylinn Reinhardt, DDS Contract FY 2019-20 totaling \$340,680.96. (Nguyen/Couttolenc) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.**
6. **M/S/C Moved approve the Marylinn Reinhardt, DDS (*Santa Clara County*) Contract FY 2019-20 totaling \$622,677.64. (Nguyen/Couttolenc) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.**
7. **M/S/C Moved to approve the Life Services Alternatives Contract divided into five service codes for FY 2019-20 and totaling \$950,981.40. Each contract totals \$190,196.28:**
 - a. First service code (Alanis/Johanson) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.
 - b. Second service code (Kerman/Alanis) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.
 - c. Third service code (Kerman/Bareket) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.
 - d. Fourth service code (Kerman/Alanis) No further discussions. Nine in favor. One Abstention (Beth Prentiss) Motion carries.
 - e. Fifth service code (Alanis/Kerman) No further discussions. All in favor.

BOARD DEVELOPMENT

Ms. Kerman informed that there are two vacancies open, one person will be voted in next month, and recruiting continues for two members that will term out in June.

PEOPLE'S ADVISORY COMMITTEE (PAC)

None

QUALITY ASSURANCE ADVISORY COMMITTEE

Minutes are in the packet.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Ms. Beth Prentiss committee chair informed that they will be voting a new member at the next meeting.

PROGRAM POLICY COMMITTEE

Ms. Martha Johanson Committee Chair brought up two policies to adopt.

M/S/C Moved to adopt the Behavioral Health Treatment Policy (Le/Gianola) No further discussions. All in favor, Motion carries.

M/S/C Moved to adopt the Personal Assistance Policy (Bareket/Nguyen) No further discussions. All in favor, Motion carries.

ARCA

Ms. Kerman informed on her attendance to the last ARCA meeting on March 22 these issues were discussed:

- Inclusivity
- System Funding
- System Sustainability
- Advocacy
- Legislative Update

PUBLIC COMMENT

Mr. Grady announced the Mental Health Training June 17-18, 2019 at SARC

Ms. Luzader of Special Kids Connect announced:

- Conservatorship workshop on June 29, 2019
- Their Theater Production went well

BOARD COMMENT

None

ANNOUNCEMENTS

May 30, 2019 Hope Concert

June 8, 2019 Family Fun Day in Hollister

June 10 - 13, 2019 Dementia workshop

June 8, 2019 Summer Festival – Salinas

June 15, 2019 Summer Festival – San Jose

June 22, 2019 Summer Festival - Watsonville

ADJOURNMENT

Meeting adjourned at 7:39 p.m.

Recording Secretary, Ms. Lourdes González

Submitted by,

Ms. Martha Johanson

**San Andreas Regional Center
Board of Directors
Fiscal Committee - Meeting Minutes
May 20, 2019**

Committee Members Present:	Jon Drennan Pamela Kerman	Martha Johanson Mary Le
Committee Member Absent:	Michele Alanis Virginia Manguray	Nefte Couttolenc Daniel Stickney
Staff Present:	Lourdes Gonzalez Ann Sieber	Greg Hoffman Javier Zaldivar

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

The committee reviewed seven contracts for FY 2019-20 to recommend to the full Board.

- 1. M/S/C Moved to recommend to the full Board approval of the Center for START Services Contract FY 2019-20 totaling \$281,000. (Johanson/ Kerman) No further discussions. All in favor. Motion carries.**
- 2. M/S/C Moved to recommend to the full Board approval of the Via Services Contract FY 2019-20 totaling \$1,129,103.24. (Johanson/ Drennan) No further discussions. All in favor. Motion carries.**
- 3. M/S/C Moved to recommend to the full Board approval of the Stars Bay Area, Inc. Contract FY 2019-20 totaling \$533,046.59. (Drennan/Kerman) No further discussions. All in favor. Motion carries.**
- 4. M/S/C Moved to recommend to the full Board approval of the I Can Too- Trumpet Behavioral Services Contract FY 2019-20 totaling \$955,429.74 (Drennan/Kerman) No further discussions. All in favor. Motion carries**
- 5. M/S/C Moved to recommend to the full Board approval of the Marylinn Reinhardt, DDS Contract FY 2019-20 totaling \$340,680.96. (Drennan/Johanson) No further discussions. All in favor. Motion carries.**
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7. M/S/C Moved to recommend to the full Board approval of the Life Services Alternatives Contract divided into five service codes for FY 2019-20 and totaling \$950,981.40. Each contract totals \$190,196.28:

- a. First service code (Drennan/Kerman) No further discussions. All in favor.
- b. Second service code (Drennan/Johanson) No further discussions. All in favor.
- c. Third service code (Drennan/Kerman) No further discussions. All in favor.
- d. Fourth service code (Drennan/Johanson) No further discussions. All in favor.
- e. Fifth service code (Drennan/Kerman) No further discussions. All in favor.

The fiscal packet was reviewed after the contract reviews.

1. Purchase of Services (Non-CPP only)

The Purchase of Service Expense for the month of March 2019 was \$31.1 Million and the year to date was \$286.4 Million. The current allocation is \$402 Million and the projection for FY 18/19 is \$387.3 Million. The surplus is 14.8 Million.

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7. Other

Executive Director Javier Zaldivar gave examples on how the Donation account is used, updated the committed on some program closures and outstanding loans.

8 Next Meeting Date

June 17, 2019 at the San Jose Office

9. Adjournment

With no further discussion the meeting was adjourned at 5:24 p.m.

**San Andreas Regional Center Board of Directors
SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Meeting Minutes
May 22, 2019**

Members Present	Nicholas Aguilar Beth Prentiss (Chair) Soheila Razban Sylvia Yeh	Sharmean Heffernan Doug Pascover Brandon Woosley
Members absent	Monique Migdol	
Staff Present	Jeff Darling Hazel Jordan Katherine Sanders	Lourdes Gonzalez Rommel Sanchez Ann Sieber
Community Members	Cathy Bouchard Deanna Corpuz Trudy Grable Catherine Koen Dylan Wales	Lauren Council Manuel Garcia Wayne Jasper Wes Moss

Ms. Beth Prentiss Committee Chair called the meeting to order at 10:11 a.m. beginning with introductions.

Committee Updates

Ms. Prentiss informed that there are open vacancies if anyone wants to join the committee.

Provider Input

- PHP (Parents Helping Parents) – Trudy – Person Center Planning Train the Trainor June 18, 2019
- Gathering of Extraordinary People in Santa Cruz August 9, 2019
- FCSN – Sylvia - Bus to Sacramento for Capitol Day on June 8, 2019
- Soheila – looking for alternatives to place individuals from the aquatic and socialization programs that will be closed

Director Update

Mr. Jeff Darling Associate Director of Community Services discussed the budget and the proposals that would benefit the system if approved:

- Increase in Care Home services of 19%
- Supportive Living Services 15%
- Supportive Employment 21%
- Personal Assistance 18%
- Supplemental Support 21%
- Transportation 23%

Mr. Darling advised that we should call our representatives and ask them to support our system.

Other Topics of discussion:

- Self-Determination on track
 - 2 orientations completed
 - PCP (Person Centered Planning) invoices can be reimbursed by SARC
 - FMS (Financial Management System) Premiere first company to be vendored by SARC
- PCP classes can be taken at PHP (Parents Helping Parents) for a certification
- SARC & San Diego Regional Center will pilot the START program (Systematic Therapeutic Assessment Resource and Treatment) a crisis stabilization service that goes in depth and linkage of behavioral and mental health
- Dementia Training on June 17-18, 2019
- Fill out the HCBS survey to ask DDS what services you want to work during FY 2019-20

New and Closing Programs

Mr. Jeff Darling Associate Director of Community Services gave the report:

2 Closed

- Rest Care -Residential Care Facility
- Anka Homes statewide closure

5 New

- Respite Home in Santa Clara County
- Pharmacy in Salinas
- Mount Blue - Residential Home in San Jose
- Therapeutic Program in Los Altos
- Pay Internship in Santa Cruz

HCBS (Home & Community Based Services)

Ms. Ann Sieber discussed the following topics:

- Parent Training on HCBS has had a low number of registrants
- She offered to go to the programs and train on site, all catchment areas and different languages
- The grants have been awarded and the winners were mostly programs focused on PCP
- Site visits have been delayed but will continue soon, please fill out the self-assessments to get a base line of the help needed, they will not be used against you
- Next HCBS Roundtable is on 6/12/2019

Employment

Ms. Katherine Sanders Employment Specialist discussed these issues:

- She is working with the Department of Rehab (DOR) on a policy that will change requirements for individuals

- Continues to create LPA (Local Partnership Agreements) that help individuals to transition from school to work
- Next LPA meeting will be in Santa Cruz 9/24/2019
- A Business Advisory Committee to engage with the employers has been created and an employer's panel will be held 10/9/2019
- Working with the DOR in San Benito County to create an LPA as they work differently from the Santa Clara County. A meeting on how to work better together has been scheduled for 9/16/2019

SARC Events

- 6/11-12/2019 Dementia Training

Next SPAC Committee Meeting:

June 26, 2019 in the Big Sur Room

Adjournment

The meeting was adjourned at 11:28 a.m.

**San Andreas Regional Center
Board of Directors
BOARD DEVELOPMENT COMMITTEE MINUTES
June 4, 2019**

Committee Members Present: Michele Alanis
Christine Gianola
Pamela Kerman
Kim Yen Nguyen
Maya Baraket
Martha Johanson
Mary Le

Committee Members Absent: Keith Forster (chair)

Staff Present: Lourdes González
Mike Keeley
Greg Hoffman
Arushie Nugapitiya

The Board Development Committee Meeting was called to order at 5:40 p.m., by Ms. Pamela Kerman Board President

1. Confirm Board Education

There will be a Board Education on June 17, 2019 at the San Jose office; the topic is "Housing Choices Coalition" presented by Ms. Jan Stokley.

2. Applicants Update

Recruiting continues and there are 3 potential Board members.

3. Vacancies

Two Vacancies in the Board

- 1 San Benito County
- 1 Santa Cruz County

4. Member Terms

Ms. Michele Alanis and Ms. Maya Baraket will term out in July and their last meeting will be in June.

Ms. Kim Nguyen will be re-elected to her third term at the June meeting.

5. Next Committee Meeting Date/Time

August 6, 2019 at 5:30 p.m., San Jose Office

6. Adjournment:

There being no further discussion, the meeting adjourned at 5:52 p.m.

**San Andreas Regional Center
Board of Directors
EXECUTIVE COMMITTEE MINUTES
June 4, 2019**

Committee Members Present: Michele Alanis
Keith Forster
Martha Johanson
Mary Le
Beth Prentiss
Maya Bareket
Christine Gianola
Pamela Kerman (Chair)
Kim Yen Nguyen

Staff Present: Lourdes González
Mike Keeley
Arushie Nugapitiya
Greg Hoffman
Katie Magleby

Ms. Pamela Kerman Board President called the meeting to order at 6:04 p.m.

1. Risk Assessment Report

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

Total Incidents 671

123 Incidents reportable to DDS.

548 Incidents not reportable to DDS.

8 Deaths

8 Consumers reported missing with 0 not yet located

15 Suspected Abuse/Exploitation

0 Injuries Require Treatment Beyond First Aid

39 Medical Need/Accident

4 Victim of Crime

12 Suspected Neglect

38 Unplanned hospitalizations

130↓ Aggressive Acts

Ms. Magleby went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation. She highlighted a provider that self-reported a chemical incident in her home; she did a good job of following correct protocol.

2. Development of the June 17, 2019 Board Meeting in San Jose. There will be a Board Education the topic will be “Housing Choices Coalition” it will be presented by Ms. Jan Stokley.

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

a. President’s Report: Pamela Kerman

1. Celebrating Diversity in the Community

b. Executive Director’s Report: Javier Zaldivar

1. Employment Programs Update
2. Diversity Outreach Update
3. Budget Revise Update

c. Director of Consumer Services: Mike Keeley

1. New and Closing Programs
2. Self-Determination Update
3. Cal Fresh Program Eligibility

d. Committee Reports:

Fiscal – There will be a report.

Board Development – There will be a report.

Action Item: Recommendation to approve the re-election of Ms. Kim Yen Nguyen to her third and last term in the Board of Directors

Service Provider Advisory Committee – There will be a report.

Action Item: Recommendation to approve the election of Ms.

Deanna Corpuz to her first two-year term in SPAC

People’s Advisory Committee – There will be a report

Quality Assurance Advisory – There will be a report

Program Policy Committee – There will be a report and two action items:

3. Property Management Update

Mr. Greg Hoffman Chief Financial Officer gave the report.

Mr. Hoffman updated the committee on the Aanko Security Consultants project time line:

- Draft is ready to revise and finalize
- Emergency plans should be completed by the end of June
- Training for employees will be done in July

4. Director’s Update

Mr. Mike Keeley Director of Consumer Services updated the committee on the:

4731 Complaints and Whistle Blowers submitted.

4731 is a client's rights violation, SARC then has 20 days to respond and when the designee responds it goes to the department as well.

Whistle Blower complaints are when anybody can report whatever they want they do not go to the department only to SARC.

- One 4731 complaint this month investigation resulted in no rights violation
- Three Whistle Blower complaints were submitted:
 - One was determined unsubstantiated
 - One unable to investigate due to lack of information
 - One under investigation

4. Announcements

June 10 - 13, 2019 Dementia workshop

June 8, 2019 Summer Festival – Salinas

June 15, 2019 Summer Festival – San Jose

June 17-18, 2019 Mental Health Training at SARC

June 22, 2019 Summer Festival - Watsonville

5. Next committee/meeting date/time

August 6, 2019 at 6:00 p.m.

6. Adjournment

There being no further discussion, the meeting adjourned at 7:02 p.m.

**San Andreas Regional Center
Quality Assurance Advisory Committee
June 11, 2019**

Committee Members Present: Michele Alanis
Christine Gianola – Chair
Maya Bareket
Glenda Pitre

Committee Members Absent: Martha Johanson

Staff Present: Jeff Darling
Mike Keeley
Irene De La Rosa
Hazel Jordan
Katie Magleby
Debbie Salazar

Community Present:

Meeting called to order by Ms. Christine Gianola Chair of the Committee at 5:15 p.m.
The following information was collected for the months of March and April 2019.

I. Special Incident Reports: April

671 Total number of incidents.
8 Total number of deaths.
123 Incidents reportable to DDS.
548 Incidents not reportable to DDS.
38 Unplanned hospitalizations with 6 consumers remaining hospitalized.
27 Planned hospitalizations.
8 Consumers reported missing with 0 not yet located.

Breakdown of Incident Reports by Residence type:

RCH- 290 ICF - 16 SNF/NF - 9 ILS - 37 SLS -130
Family Home - 167 Foster Home - 1 Family Home Agency -9 Psych Treat -12

Highlights: Ms. Magleby went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation.
The committee discussed the different scams going on and how to protect against it.

II. Quality Assurance (QA): April

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

9 Out of 9 scheduled FM's completed.
6 Facilities received recommendations
0 Facilities received corrective action plans

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

13 Out of 13 scheduled QA's completed.
4 Facilities received recommendations
0 Facilities received corrective action plans

C. Trainings:

Service Provider Facility Monitoring – no training scheduled
 Service Coordinator Facility Monitoring – no training scheduled
 Behavior Skills Training – no meeting scheduled
 Residential Services Orientation (RSO) – no training scheduled
 New Employees Orientation – no training scheduled

D. Standing QA Meetings:

Quality Assurance around the Bay Quarterly meeting - no meeting scheduled
 Let's Talk QA: 05/01/19 – Salinas-Cancelled and 05/15/19 – San Jose 5 attendees
 DSP Inability to Communicate – as needed
 QA Rap Session (Roundtable) Semi-annual meeting – 05/09/19 - San Jose 61 attendees

Mortality and Morbidity: 8 Number of deaths
0 Infants 0 Children 4 Adult and 4 Elderly

E. Highlights:

Certificate of Achievement: No certificates given May 2019.

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 – (24)	1	13	13/0	---
Basics of Behavior Management (24)				
Basics of Nutrition and Obesity (24)				
Difficulty Swallowing and Aspiration (24)				
Emergency Planning (24)	1	Canceled		
Fundamentals of Dementia – (24)	1	20	17/2 1 left early	2/0
Oral Health (20)				
Pressure Sore Prevention & Recognition (24)				
Psychopharmacology and DD (24)				
Recognizing Signs of Abuse (24)	1	18	18/0	---
Restricted Health Conditions (24)	1	20	18/2	2/0
RN Training				
Signs/Symptoms of Illness/Injury (24)	1	23	22/1	1/0
Special Incident Report (24)	1	17	16/1	1/0
Thinking Ahead (24)				
What is Epilepsy (24)				
Totals	7	111	104/6	6/0

B. Current projects/activities:

DDS called together the Northern California Regional Center nurses to discuss the ARFPSHN development in the state. There are now 200 homes with 60 empty rooms waiting for persons with special health needs. It's time for the legislation to be updated and suggestions to the department were encouraged.

We understand our MD is retiring and efforts to replace him will get underway.

Nurses are remaining diligent about getting restricted health plans corrected and approved so the community of residential providers has training from a qualified professional specific to the needs of persons living in residential care.

C. Highlights:

May 7th SARC held the second ICF roundtable to discuss quality of care and documentation in this model of care. Guest speaker was Elaine Rawes who gave a presentation on working with MediCal to ensure the residents remain on fee for service or non-managed care MediCal.

IV. Supported Living Services (SLS):

A. SLS QA's are done on a monthly basis.

One QA was done in the month of May 2019. The provider was organized and helpful during the review. Their records were well maintained and the consumers that were interviewed were well supported.

B. SLS Roundtable: Resource Specialist, Mary Lynn Rochlitz, presented the following information at the May 8th 2019 Roundtable held at the Watsonville office.

- SARC Policy/Procedure:
- Health Trainings at SARC Watsonville
- Current Challenges in Supported Living
- Self-care for providers and staff
- Community Information & Trainings: Free trainings at SARC (from 9:30 to 12:30)
 - May 16th Supported Living Orientation from 2-3:30
 - May 17th Friday Restricted Health Conditions,
 - May 20th Monday Fundamentals of Dementia,
 - May 21st Tuesday Assisting with Medications 10-3:30,
 - May 24th Friday Special Incident Reports,
 - May 30th Thursday Recognizing Signs of Abuse,
 - May 29th Healthy Relationships 9-1.
- SPAC update: You do not need to be a member to attend. They are held the 4th Wednesday of every month.

Highlights:

The next Roundtable meeting will be held at the Watsonville office on Wednesday, July 10th 2019.

Mr. Darling updated the committee on the RFPs (Request for Proposal) for the START program. The program that provides crisis service to individuals with developmental and mental health issues.

Supported Living Orientation For Individuals and Families

1 Completed, 24 Total attendees

SLS New Vendor Orientation

1 Completed, 2 Total attendees

V. Community Services:

Residential Service Orientation (RSO) 0 Completed, 0 Total attendees
RSO (mini for FHA) 2 Completed, 5 Total attendees

VI. Emergency Response Plan Report

The AANKO consultants continue to work on SARC's emergency plan as well as security issues in all the offices. The review of the plans will be soon.

Mandatory shut offs of power are going to happen if there is fire danger, be prepared with charged phones, full tank of gas, and non-perishable foods.

Depending on the weather the power might not comeback for three days.

Open Agenda

Ms. Hazel informed of new training programs she will be working on where the community will be involved.

Ms. Bareket and Ms. Gianola shared that they attended "The People First" conference and that they learned many interesting things.

VII. Next QAAC meeting is scheduled for:

August 13, 2019 at 5:00 p.m. - 6:30 p.m. San Jose Office

VIII. Adjournment

There being no further discussion, the meeting adjourned at 6:30 p.m.