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

Date: Monday, November 18, 2018
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. ................................. Daniel Stickney

6:05—6:09 III. Approval of Minutes
1. Board Meeting Minutes - (10/21/19)
2. Fiscal Committee Meeting Minutes - (10/21/19)
3. Service Provider Advisory Committee Meeting Minutes - (10/23/19)
4. Program Policy Committee Meeting Minutes - None
5. Board Development Committee Meeting Minutes - (11/5/19)
6. Executive Committee Meeting Minutes - (11/5/19)
7. Quality Assurance Advisory Committee Meeting Minutes-(11/12/19)
8. People’s Advisory Committee Meeting Minutes–

6:09—6:24 IV. Independent Accountants Audit Report . . . . AGT

6:24—6:30 V. State Council on Developmental Disabilities Central Coast ....D 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.
6:30—6:42 VI. Presidents Report .......................... Pamela Kerman
1. Giving Thanks

6:43—7:02 VII. Executive Director’s Report .............. Javier Zaldivar
1. Year-End Report
2. Budget Report

7:03—7:18 VIII. Director of Consumer Services Report .......... Mike Keeley
1. New and Closing Programs
2. Self-Determination Update
3. Mission Moment

7:18—7:43 IX. Committee Reports
1. Fiscal .......................................................... Mary Le
2. Board Development ............................. Kim Yen Nguyen

**Action Item:** Recommendation to elect Ms. Elizabeth Einaudi to her first two-year term in the Board

**Action Item:** Recommendation to re-elect Ms. Pamela Kerman to her third and final two-year term in the Board

**Action Item:** Recommendation to re-elect Ms. Christine Gianola to her third and final two-year term in the Board

**Action Item:** Recommendation to re-elect Ms. Virginia Manguray to her third and final two-year term in Board
3. People’s Advisory Committee .......... Christine Gianola
4. Quality Assurance Advisory ........ Christine Gianola
5. Service Provider Advisory ........ Beth Prentiss
6. Program Policy .............................. Martha Johanson

7:44—7:48 X. Public Comment

7:49—7:53 XI. Board Comment

7:54—8:00 XII. Announcements
* Craft Fair 12/7/19
* Holiday Celebration for Salinas Families 12/13/19
* Holiday Celebration for San Jose & Watsonville Families 12/21/19

8:00 XIII. Adjournment
CALL TO ORDER
Ms. Pamela Kerman Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 6:01 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, with a five minute limit. (Welfare and Institutions Code Section 4660 (c)). Self-introductions were made and the mission statement was read by Ms. Beth Prentiss.

APPROVAL OF MINUTES
M/S/C Moved to approve the following meeting minutes. (Nguyen/Johanson) No further discussions. All in favor, Motion carries.

1. Board Meeting Minutes – (9/16/19)
2. Fiscal Committee Meeting Minutes – (9/16/19)
3. Service Provider Advisory Committee Meeting Minutes – None
4. Program Policy Committee Meeting Minutes – (10/1/19)
5. Board Development Committee Meeting Minutes – (10/1/19)
6. Executive Committee Meeting Minutes - (10/1/19)
7. Quality Assurance Advisory Committee Meeting Minutes – (10/8/19)
8. People’s Advisory Committee Meeting Minutes – None
STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST
Ms. Jennifer Lucas gave the report:
- State Council is looking for input on the next 5-year state plan
- Cal fresh will replace food if lost due to the Public Safety Power Shutoff Event (PSPE)
- Go to the pge.com website for latest information on the (PSPE)
- Doing trainings in crisis intervention on 11/4/2019
- Bullying trainings at Special Kids Connect 11/20/2019
- Have participated at the bilingual conferences in the South County
- Working on the Self Determination Program by participating in the Providers Training on 11/6/2019
- Next Selectee Mixer is on 11/23/2019 at Good Will
- Have meet with SARC’s Diversity Specialist Ruben Colon to plan collaborations
- Working with the Voter Accessibility Community to promote job fairs and polling evets

PRESIDENT’S REPORT
In honor of disabilities awareness month Ms. Pamela Kerman Board President highlighted several of the success stories in employment that our individuals served have achieved. All those stories are on SARC’s social media as well. Ms. Katherine Sanders Employment Specialist has been working hard to get people to be independent. Ms. Kerman thanked all the staff and Board members for their hard work.

EXECUTIVE DIRECTOR’S REPORT:
Mr. Javier Zaldivar Executive Director gave the following report:
He asked Ms. Sanders to give an Employment Update:
- Local Partnership Agreements (LPA) have formed a Business Advisory Committee by interested people which includes employers that are always willing to answer questions the committee will meet on a yearly basis
- Ms. Sanders has met with Google to discuss the possibility of them hiring individuals on the spectrum
- She has been networking with Stanford’s Dr. Lawrence Fung on their Neurodiversity project
- Employer Recognition event in Santa Cruz 10/29//19
- Paid internships are a win-win situation
  - Promotes diversity
  - Gives skills to individuals
  - No liability to employer

Mr. Zaldivar informed that SARC’s Outreach continues:
- Filipino Conference was a success
- Sponsorship of bilingual conferences in the South County continues
Mr. Zaldivar gave a budget update:
- Providers keep struggling to do business in this area
- There is the 8.2% increase, but it will sunset 2021
- The rate report has not been published

**Gatepath and Abilities United Presentation**
Mr. Bryan Neider presented on the work they are doing after the merger, he discussed these topics:
- Mission, Vision and Values
- Community Partners
- Challenges for Service Providers
- California’s funding gap for Developmental Disabilities
- Opportunities for Service Providers
- Collaboration

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

1 Closed
- Coastline - hard to serve individuals they have been reassigned to other facilities

0 New

**Self Determination Update**
Mr. Keeley gave the following update:
- 91 out of 125 people have done the orientation
- 10 people working on their Person Center Planning (PCP)
- 6 have a spending plan
- Deadline for orientation is November 15, 2019
- DDS will re-select more people to replace the drop-outs
  - Focused categories will be:
    - 42 years or older
    - Siblings
    - Self Determination advisory committee members

**HCBS Flipside to Community Integration**
Mr. Keeley shared possible community beliefs for rejecting our individuals:
- There is a stigma of not performing well
- Problematic Behavior
- Poor communication skill that lead to embarrassment
- Schools see it as a liability when medicines are involved
- Employers are fearful to hire due to:
  - Might need accommodations
  - Might need more training
  - Might not be as productive
  - Might need more sick days
  - Might not get along with others
  - Might cause disruptions
Other employees don’t want to work with them

- Neighborhood rejections and myths are:
  - Home devaluation
  - Don’t understand them
  - Worry about safety
  - Parking issues
  - Police activity
  - Not all disability accepted

Mr. Keeley explained that the best way to combat all the myths is to do outreach and educate neighborhoods.

**COMMITTEE REPORTS:**

**FISCAL**

Ms. Mary Le Board Treasurer gave the report.

**POS (Non-CPP only)**

The Purchase of Service Expense for the month of August 2019 was $31.8 Million and the year to date was $65.9 Million. The current allocation is $428.5 Million.

**Individuals Served**

The number of individuals served as of August 2019 was 17,024 this is an increase of 470 since August 2018.

**Operations (OPS)**

Expenses for the month of September 2019 were $3.2 Million and Year-to-Date were $10 Million. The Fiscal Year Projection is $41.13 Million. The estimated allocation is $41.15 Million leaving a surplus of $19.6K which is a decrease of $3.3K since August.

**Current Year Cash Flow**

The cash position through the end of September was $51.2 Million, a decrease of $3.5 Million. This decrease is due to an increase in POS spending in September.

**Donations Account**

The balance in the Donation Fund through the end of September 2019 was $189.8K a net decrease of approximately $1,000 for the month. This change consisted of, donations totaling $50, loan repayments of $3,116 and disbursements of $4,141.

**Medicaid Waver Enrollment**

The Medical Waiver enrollments for SARC at the end of July was 8,436 a net increase of 33 enrollments for July, Statewide was 133,500 a net increase of 514 enrollments for the month of July. August numbers were not available when this report was issued.
BOARD DEVELOPMENT
Ms. Kim Yen Nguyen presided over several motions that the Board approved:
She made a recommendation to re-elect Ms. Nefte Couttolenc and Ms. Beth Prentiss.

M/S/C Moved to re-elect Ms. Nefte Couttolenc to her second two-year term in the Board (Le/Johanson) No further discussions. All in favor. Motion carries.

M/S/C Moved to re-elect Ms. Beth Prentiss to her second two-year term in SPAC (Gianola/Pitre) No further discussions. All in favor. Motion carries.

M/S/C Moved to adopt the 2020 Meeting Schedule (Johanson/Gianola) No further discussions. All in favor. Motion carries.

M/S/C Moved to adopt the revised Bylaws (Couttolenc/Manguray) No further discussions. All in favor. Motion carries.

M/S/C Moved to adopt the revised Attendance Policy (Kerman/Le) No further discussions. All in favor. Motion carries.

Ms. Kerman Board president opened the floor to all members to run for office, no new contenders signed up,

Ms. Nguyen led the vote for the annual officers.
She made recommendations to vote-in the slate of officers:

M/S/C Moved to vote in Ms. Pamela Kerman to her second year as Board President (Contreras/Gianola) No further discussions. All in favor. Motion carries.

M/S/C Moved to vote in Ms. Christine Gianola to her second year as Board Vice-President (Johanson/Le) No further discussions. All in favor. Motion carries.

M/S/C Moved to vote in Ms. Mary Le to her third year as Board Treasurer (Gianola/Kerman) No further discussions. All in favor. Motion carries.

M/S/C Moved to vote in Ms. Martha Johanson to her second year as Board Treasurer (Pitre/Manguray) No further discussions. All in favor. Motion carries.

PEOPLE’S ADVISORY COMMITTEE (PAC)
Ms. Gianola informed that there will be meetings in San Jose, Santa Cruz, and Salinas they are also recruiting new members.

QUALITY ASSURANCE ADVISORY COMMITTEE
Minutes are in the packet.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Ms. Beth Prentiss committee chair informed that the vendor fairs have been completed and were very successful.
PROGRAM POLICY COMMITTEE
Ms. Johanson Committee Chair recommended adoption of the Fiscal Contract Review and Approval Process.

M/S/C Moved to adopt the Fiscal Contract Review and Approval Process. (Nguyen/Manguray) No further discussions. 12 in favor. One Abstention (Prentiss) Motion carries.

ARCA
Ms. Kerman informed that legislation was discussed.
Mr. Zaldivar advised to keep an eye on these key acts:
- Autism Care Act – supper research and expansion of committee
- Jojo’s Act – authorizes the use of medicinal cannabis in school
- Public Charge law not in effect yet still on hold

ARCA’s survey of Board members on when they want training resulted in on one full day in Sacramento.

PUBLIC COMMENT
None

BOARD COMMENT
- Ms. Le shared that the Vietnamese support group is doing very well and they want to keep their scheduled meeting in December
- Ms. Johanson shared an inclusive ministry that caters to our individuals
- Ms. Kerman shared her experience at the opening of the Water Street apartments in Santa Cruz that has allotted a few to our community
- Mr. Zaldivar informed that the Board of Supervisors of the Santa Clara County has awarded $10 Million for housing for individuals with developmental disabilities.

ANNOUNCEMENTS
11/2/2019 Service Above Self Awards Luncheon
11/2/2019 FCSN Gala
11/9/2019 Annual Spanish Speaking Conference in Soledad
11/14/2019 Ornament Decoration
11/16/2019 Annual Spanish Speaking Conference in Salinas
12/7/2019 Holiday Craft Fair at SARC
12/13/2019 Years of Service Holiday Celebration
12/21/2019 Holiday Party Salinas office
12/21/2019 Holiday Party Watsonville office
12/21/2019 Holiday Party Santa Clara families at County Fairground 9 -1
ADJOURNMENT
Meeting adjourned at 7:50 p.m.

Recording Secretary, Ms. Lourdes González

Submitted by,

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

1. Purchase of Services (Non-CPP only)
The Purchase of Service Expense for the month of August 2019 was $31.8 Million and the year to date was $65.9 Million. The current allocation is $428.5 Million.

2. Individuals Served
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4. Cash Position
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5. Donation Fund
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6. Medicaid Waiver Enrollment
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7. Other  
Mr. Hoffman updated the committee on the following issues:
  • Watsonville facility renovation project
  • Independent Financial audit is going well and it will presented next month
  • Mr. Zaldivar briefed the committee on the DDS Audit report results

8 Next Meeting Date
November 18, 2019 at the San Jose Office at 5:00 – 6:00 pm.

9. Adjournment
With no further discussion the meeting was adjourned at 5:30 p.m.
Ms. Beth Prentiss Committee Chair called the meeting to order at 10:10 a.m. beginning with introductions.

**Committee Updates**
Ms. Prentiss informed on these topics:

- Ms. Soheila Razban was acknowledged at the Board Meeting as a great advocacy leader.
- Mr. Brian Neider Executive Director of Gatepath and Abilities United made a presentation to the Board and he addressed the challenges facing providers, SPAC is interested in having him present to them as well.

**Provider Input**
- Abilities United – Ms. Soheila shared the difficulty they had surviving as a business in this area but how merging with Gatepath helped them. She said there is a need to collaborate and support one another to thrive.
  - Authors Fundraising event is on 11/2/19
  - Remodeling empty building to open an art and computer class
- The committee discussed the possibility of forming a legislative sub-committee to focus their legislative needs
- It was agreed that the CDSA (California Disability Services Agency) a strong will be invited to make a presentation at SPAC
- PHP – Adult Series Fair 3/5/20
- Santa Cruz will have a Roundtable for Independent Living Services (ILS) only on 11/20/19
- IHSS public comment period is open now to get feedback on services
- Ms. Prentiss asked providers that have reached a benchmark of 10 years or more to let her know so they can be added to the list for the “Service Above-Self Awards”
Director Update
Ms. Prentiss updated the committee on the following topics:

- The rate study comments were to be posted by DDS by 10/1/19 but they missed their deadline however, they do expect to post it within the next couple of weeks.
- It is encouraged that people go to the comments and recommendations when they are posted on the DDS website to understand the current position.
- The request is $1.8 billion dollars if all of the recommendations are adopted.

- The next round of local minimum wage increases may take effect on 1/1/20.
- DDS will not allow an automatic increase, vendors must contact SARC as soon as possible no later than 60 days after it takes effect in order to start the process. SARC cannot increase rate without DDS approval.
- DDS just released the HCBS awards for the year and many projects were approved, most being on PCP (Person Center Planning) trainings and slight modifications.
- AB5 – It is encouraged that people pay attention to this new bill which changes when a contractor becomes an employee. Vendors must adhere to the law and not make errors based on misunderstandings.
- Self-Determination Program - SARC is hosting a SDP information session for vendors on 11/6/19 for them to learn how their programs can work with SDP and traditional services. Register with Mr. David Grady

New and Closing Programs

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<td>Coastline for individuals with intense behaviors</td>
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HCBS (Home & Community Based Services)

- Ms. Prentiss advised that if anyone is facing challenges with the Final Rule waiver they should contact Ms. Ann Sieber for assistance
- The grant award deadlines were discussed concepts should be submitted to the regional center by November 22, 2019, and December 13, to DDS

Employment
Ms. Prentiss informed that Ms. Sanders is working with Google on the “Bay Area Impact Challenge”

- Roundtables are on 1/21/20 San Jose
- 2/18/20 Salinas
- 3/17/20 Watsonville

SARC Events

- 11/2/2019 Service Above Self Awards Luncheon
- 11/14/2019 Ornament Decoration
- 12/7/2019 Holiday Craft Fair at SARC
SCDD Central Coast
Mr. David Grady informed on the following topics:

- Providers were invited to attend the SDP (Self Determination Program) workshop on 11/6/19. Ms. Liz Harrell will do the presentation and Ms. Yeh will give a provider perspective.
- SDP – SARC has the highest participation
- SDP – Has a robust facilitator network
- Several FMS (Financial Management Services) are getting ready to launch
- State Council is looking for input on the next 5-year state plan and its 6 goals
- State Council is available to do presentations and outreach to adjust to HCBS mandates
- ARCA is working to get the rate increase to those programs that were excluded
- It was recommended that anyone can contact their legislator to ask for support of our system

Next SPAC Committee Meeting:
December 4, 2019 in the Big Sur Room at 10:00 am.

Adjournment
The meeting was adjourned at 11:25 a.m.

Mr. Zeb Gill stayed after the meeting to do a presentation on Quick Solve a billing service to some interested members.
For information he can be reached at zgill@quicksolveplus.com.
San Andreas Regional Center
Board of Directors
BOARD DEVELOPMENT COMMITTEE MINUTES
November 5, 2019

Committee Members Present: Christine Gianola Mary Le
Pamela Kerman Kim Yen Nguyen (chair)

Committee Members Absent: Keith Forster

Staff Present: Lourdes González Greg Hoffman
Javier Zaldivar

The Board Development Committee Meeting was called to order at 5:31 p.m.; by Ms. Pamela Kerman Board President.

1. Confirm Board Education
There will not be a Board education on November 18, 2019 because the Independent Accountant’s Report will be presented to the Board members instead.

2. Applicants Update
The committee is recommending Ms. Elizabeth Einaudi to be voted in for the Board of Directors at the Board meeting on November 18, 2019.

3. Vacancies
Three Vacancies in the Board
- 1 San Benito County
- 1 Santa Cruz County
- 1 At Large - will be filled by Ms. Einaudi

4. Member Terms
Next members to be re-elected are:
1. Pamela Kerman
2. Christine Gianola
3. Virginia Manguray

6. Next Committee Meeting Date/Time
Tuesday, January 7, 2020 at 5:30 p.m., San Jose Office

7. Adjournment:
There being no further discussion, the meeting adjourned a 5:44 p.m.
Ms. Pamela Kerman Board President called the meeting to order at 6:01 p.m.

1. Risk Assessment Report
Mr. Jeff Darling Director of Community Services presented the SIR report for the month of October 2019.

Total Incidents 784
123 Incidents reportable to DDS.
661 Incidents not reportable to DDS.
13 Deaths
5 Consumers reported missing with 0 not yet located
17 Suspected Abuse/Exploitation
4 Injuries Require Treatment Beyond First Aid
27 Medical Need/Accident
4 Victim of Crime
6 Suspected Neglect
47 Unplanned hospitalizations
157↑ Aggressive Acts

Mr. Javier Zaldivar Executive Director updated the committee on two incidents that resulted in the individual’s death. The committee expressed their desire to help in any way they can.

2. Development of the November 18, 2019 Board Meeting in San Jose. There will not be a Board Education due to the Independent Accountant’s Report that will be presented.

Mr. David Grady will present the State Council on Developmental Disabilities Central Coast report.
a. **President’s Report: Pamela Kerman**
   1. Giving Thanks

b. **Executive Director’s Report: Javier Zaldivar**
   1. Year End Report
   2. Budget Update

c. **Directors of Consumer Services: Mike Keeley**
   1. New and Closing Programs
   2. Self-Determination Update
   3. Mission Moments

d. **Committee Reports:**
   - **Fiscal** – There will be a report.
   - **Board Development** – There will be a report.
     - **Action Item:** Recommendation to elect Ms. Elizabeth Einaudi to her first two-year term in the Board
     - **Action Item:** Recommendation to re-elect Ms. Pamela Kerman to her third two-year term in the Board
     - **Action Item:** Recommendation to re-elect Ms. Christine Gianola to her third two-year term in the Board
     - **Action Item:** Recommendation to re-elect Ms. Virginia Manguray to her third two-year term in Board

   - **Service Provider Advisory Committee** – There will be a report.
   - **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

3. **Property Management Update**
   Mr. Greg Hoffman Chief Financial Officer gave the report.

   - **Watsonville Office** – The letter of intent is being tweaked to satisfy both parties.

   - **Salina Office** – Carpeting repair has been completed. An incident with a homeless person in front of the office arose, but it has been taken care of now.

   - **San Jose Office** – Elevators replacement work will commence in February/April 2020. Aanko the security consultants are finalizing the Emergency Operating Plan and employee training will begin early in 2020. SARC is also working on obtaining the Everbridge Notification System.
4. Director’s Update

Mr. Javier Zaldivar Executive Director updated the committee on the following topics:

**4731 Complaints and Whistle Blowers submitted.**
4731 is a client’s rights violation, SARC then has 20 days to respond and when the desigee 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.

- No new 4731 and Whistle Blower complaints to report this month.
- There was a report of a possible whistle blower with the Receiving Center in Santa Clara County

Bills to monitor closely:

- **AB 823** – Amend transparency and information on Regional Centers
  - Compels Regional centers to use the mobile crisis services.
  - Requires posting of MOUs
  - Requires posting information of all Contracts, Emergency housing, and Behavior Services
  - SARC does not agree with the all the language because all counties are not equal and services are IPP driven
- **AB 1643** will require that a NOA (Notice of Action) be given for all changes in services that are done, it will create a lot of work; hopefully the language is amended

Discussions with DRC (Disability Rights California) is going well because they are always invited to the table for questions and feedback.

There is concern with the new Behavioral home in Hollister, education of the community will be done
Things have been calmed at the Morgan Hill home no more reports have been received, another neighborhood meeting is being planned.

5. Announcements

- 11/9/2019 Annual Spanish Speaking Conference in Soledad
- 11/16/2019 Annual Spanish Speaking Conference in Salinas
- 11/16/2019 Autism Conference 2019
- 12/7/2019 Holiday Craft Fair at SARC
- 12/13/2019 All Staff Holiday Celebration
- 12/13/2019 Holiday Celebration for families at the Salinas Office
- 12/21/2019 Holiday Celebration for families in San Jose at the fair grounds
- 12/21/2019 Holiday Celebration for families at the Watsonville Office

Mr. Valenzuela shared that the Service Above-Self Awards Luncheon was a success he thanked all the members for their help.
6. Next committee/meeting date/time
January 7, 2020 at 6:00 p.m.

7. Adjournment
There being no further discussion, the meeting adjourned at 7:43 p.m.
San Andreas Regional Center  
Quality Assurance Advisory Committee  
November 12, 2019

Committee Members Present: Veronica Contreras Christine Gianola – Chair  
Martha Johanson Virginia Manguray  
Glenda Pitre

Committee Members Absent:  
Staff Present:  
Jeff Darling Lourdes Gonzalez  
Mike Keeley Katie Magleby  
Arushie Nugapitiya Irene De La Rosa  
Lisa Rund

I. Special Incident Reports:  
784 Total number of incidents.  
13 Total number of deaths.  
123 Incidents reportable to DDS.  
661 Incidents not reportable to DDS.  
47 Unplanned hospitalizations with 6 consumers remaining hospitalized.  
31 Planned hospitalizations.  
5 Consumers reported missing with 0 not yet located.

Breakdown of Incident Reports by Residence type:  
RCH - 275 ICF - 22 SNF/NF - 3 ILS - 48 SLS - 119  
Family Home - 272 Foster Home - 1 Family Home Agency - 29 Psych Treat - 15

Highlights: Ms. Magleby went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation. The committee discussed what happens to a care staff that has been fired, do the agencies share the reasons for dismissal. Mr. Keeley explained that agencies are not allowed to exchange such information.

II. Quality Assurance (QA):  
A. QA Facility Monitoring - Residential Care, Level 4I only  
10 Out of 12 scheduled FM’s completed.  
4 Facilities received recommendations  
2 Facilities received corrective action plans

B. QA Unannounced Visits - Residential Care, Level 4I only  
10 Out of 12 scheduled QA’s completed.  
5 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 training scheduled
Residential Services Orientation (RSO) – 10/23/19 - 18 attendees
DSP Inability to Communicate – as needed
New Employees Orientation – 10/02/19 - 20 attendees
DSP Inability to Communicate – as needed

D. Standing QA Meetings:
Quality Assurance around the Bay Quarterly meeting - no meeting scheduled
Let’s Talk QA: Watsonville office 10/02/19 Cancelled – and 10/16/19 – San Jose 9 attendees
DSP Inability to Communicate – as needed
QA Rap Session (Roundtable) Semi-annual meeting – 10/11/19 - 54 attendees
DSP Inability to Communicate – as needed

Mortality and Morbidity: 13 Number of deaths
0 Infant 1 Child 9 Adults and 3 Elderly

E. Highlights:
Certificate of Achievement: No certificates given October 2019.

Ms. Magleby gave the report and she went over the specific details of the deceased individuals such as cause of death, living arrangements, and age.

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

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<th>Class (Max attendance)</th>
<th># Completed</th>
<th>Total Attendees</th>
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<th>Test 2 Pass/Fail</th>
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<td>Basics of Nutrition and Obesity (24)</td>
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<td>Recognizing Signs of Abuse (24)</td>
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<td>Special Incident Report (24)</td>
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B. Current projects/activities:
HSU (Health Services Unit) Associate Coordinator is participating in the ARCA Workgroup on End of Life Decision-Making, which meets via conference call monthly. The goal is to formulate general guidelines for Regional Centers to use to help educate Service Coordinators and provide a framework for discussions with individuals served, their families, and healthcare providers. The plan is to provide the finished product to ARCA at the March meeting.

C. Highlights:
HSU nurses continue to cover two empty positions as well as assisting Intake with cases. Trying hard to stay healthy!

The committee discussed what happens to people that are unable to pass the tests. Ms. Rund explained that they have the opportunity to take the class as many times as they like, and she also notifies the agency administrator.

IV. Supported Living Services (SLS):

A. SLS QA’s: QA evaluations for SLS agencies are conducted once a month. One Quality Assurance Review was conducted in October 2019. The client and staff files as well as the payroll information were accessible, organized and contained the required documents per Title 17 regulations. The interviews indicated that the clients and their staff were well served.

B. SLS Roundtable: Resource Specialist Mary Lynn Rochlitz presented the following information at the October 16th 2019 Roundtable held at the San Jose office.
- SARC Policy/Procedure:
- SLS/ILS survey
- Changes to ILS and Transportation
- Earthquake preparedness
- Celebrating the holidays with people we serve and staff
- Information about Durable Medical Equipment
- 21st Annual Service Above Self Awards on Saturday, November 2nd 2019 from 11:00 am to 1:30 pm at Villa Ragusa in Campbell, CA. Register to attend at www.sarc.org
- Holiday Craft Fair on Saturday, December 7th 2019 from 10:00 am to 7:00 pm at SARC San Jose. If you would like to be a craft vendor visit us at www.sarc.org or contact Fvalenzuela@sarc.org
- Update on CA-START San Andreas services
- Biggest challenges in SLS/ILS.
Community Information & Trainings available in 2020 will contain: Health Related trainings that include Signs and Symptoms of Illness & Injury, Restricted Health Conditions, Pressure Injury Prevention, Skin Care, Psychopharmacology on DD. Oral Health, Special Incident Reports, Assisting with Medications and Supported Living Orientations

SPAC update: The next SPAC meeting will be on November 27th 2019 from 10 am to 12 noon. 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 conducted at the Watsonville office on Wednesday, November 13th. Following that, the Roundtable meeting will be held at the San Jose office on December 11th 2019.

Supported Living Orientation for Individuals and Families

2 Completed, 5 Total attendees

SLS New Vendor Orientation

1 Completed, 8 Total attendees

V. Community Services:
Residential Service Orientation (RSO) 1 Completed, 24 Total attendees
RSO (mini for FHA) 1 Completed, 4 Total attendees

VI. Emergency Response Plan Report
A. Current projects/activities:
The agency Emergency Operations Plan is being finalized by AANKO, the security consultants who have been working with SARC for a few months. They will provide training to staff starting in January.

Highlights:
The Great California Shake Out earthquake drill occurred on 10/17 at 10:17 am. Staff and visitors participated. An evacuation drill of each office was carried out after the earthquake drill. We found some dead batteries in some of the walkie-talkies; we had one “injury” in the restroom which gave an opportunity to practice that type of problem-solving. Overall it seemed to go smoothly at each office. There was a debriefing meeting afterwards. All suggestions and comments were forwarded to the Exec Team and AANKO.
VII. Open Agenda
The committee discussed employment for individuals and what SARC can help with such as:
• Job Coaching
• Transportation
  • Paratransit
  • Public Transportation (VTA)
  • Fares

VIII. Next QAAC meeting is scheduled for:
January 14 2020 at 5:00 p.m. – 6:30 p.m.  San Jose Office