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

Date: Monday, June 15, 2020          Time: 4:00 - 6:00 p.m.
Location: Via Zoom — Register for a zoom link at:
https://zoom.us/meeting/register/tJcrduCvrT0iGtTJCaCDomLCgax1SBcMSfI8

AGENDA

4:00 — 4:02 I. Call to Order & Introduction.................. Pamela Kerman

4:02 — 4:05 II. Vision Statement................................. Elisabeth Einaudi

4:05 — 4:09 III. Approval of Minutes
1. Board Meeting Minutes - 5/18/20
2. Fiscal Committee Meeting Minutes - 5/18/20
3. Service Provider Advisory Committee Meeting Minutes - 5/27/20
4. Program Policy Committee Meeting Minutes - 6/2/20
5. Board Development Committee Meeting Minutes -6/2/20
6. Executive Committee Meeting Minutes - 6/2/20
7. Quality Assurance Advisory Committee Meeting Minutes– 6/9/20
8. People’s Advisory Committee Meeting Minutes – 6/3/20

4:09 — 4:20 IV. 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.
4:20 — 4:35 V. Presidents Report ......................... Pamela Kerman
1. National Aphasia Awareness Month

4:35 — 5:00 VI. Executive Director’s Report. ............. Javier Zaldivar
1. Finalized Budget Update
2. Diversity Outreach Update
3. Employment Programs Update

5:00 — 5:20 VII. Director of Consumer Services Report. .... Mike Keeley
1. New and Closing Programs
2. Self-Determination Update
3. Performance Contract Year-End Data Report

5:20 — 5:45 VIII. Committee Reports
1. Fiscal .................................................. Mary Le
2. Board Development ................................. Kim Yen Nguyen

Action Item: Recommendation to re-elect Mr. Jon Drennan to
his second two-year term in the Board

Action Item: Recommendation to re-elect Ms. Mary Le to her
third and last two-year term in the Board

Action Item: Recommendation to re-elect Ms. Martha Johanson
to her third and last two-year term in the 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. ARCA .................................................... Pamela Kerman

5:45 — 5:50 IX. Public Comment

5:50 — 5:55 X. Board Comment

5:55 — 6:00 XI. Announcements
*Facebook/Zoom Forum with Senator Beall 6/16/20 @ 3pm

6:00 XII. Adjournment
SAN ANDREAS REGIONAL CENTER  
Board of Directors Meeting Minutes  
Via Zoom  
May 18, 2020

Presiding: Pamela Kerman Board President

Board Members Present: Veronica Contreras  Nefte Couttolenc  
Jon Drennan  Christine Gianola  
Mary Le  Martha Johanson  
Virginia Manguray  Jock Mayes  
Kim Yen Nguyen  Glendora Pitre  
Beth Prentiss

Board Members Absent: Elisabeth Einaudi  Keith Forster  
Daniel Stickney

Staff Present: Corina Bobeda  Ruben Colon  
Howard Doi  Lauria Furuya  
Mia Garza  Lourdes Gonzalez  
Jessica Hall  Greg Hoffman  
Angel Johnson  Hazel Jordan  
Edgar Naranjo  Arushie Nugapitiya  
Vanessa Oamelda  Phien Phan  
Irene De La Rosa  Katherine Sanders  
Fawni Tornel  
Francisco Valenzuela  Saskia Vandekamp  
Ivett Vazquez  Abigail Walker  
Anna Wall  
Javier Zaldivar

Community Present: Breanne Burns  David Grady  
Sandra Diaz  Doris Harrington  
Tracey Marquart  Isela Renteria  
Melissa Robinson (DDS)  Susan Skotzke  
Sarah

CALL TO ORDER
Ms. Pamela Kerman Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 4:30 p.m. via zoom, 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. Mary Le
APPROVAL OF MINUTES
M/S/C Moved to approve the February 2020 meeting minutes. (Le/Manguray) No further discussions. All in favor, Motion carries.

1. Board Meeting Minutes – (2/19/20)
2. Fiscal Committee Meeting Minutes – (2/19, 3/24/20)
3. Service Provider Advisory Committee Meeting Minutes – (2/26, 4/22/20)
4. Program Policy Committee Meeting Minutes – (2/4, 5/5/20)
5. Board Development Committee Meeting Minutes – (2/4, 5/5/20)
6. Executive Committee Meeting Minutes - (2/4, 5/5/20)
7. Quality Assurance Advisory Committee Meeting Minutes – (2/11, 5/5/20)
8. People’s Advisory Committee Meeting Minutes – None

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST
Mr. Grady gave this updates:

- Received a shipment of hand sanitizer that will be distributed to the families
- Self Determination Advisory Committee continues with the monthly meetings and a selectee mixer is scheduled for 6/4/2020
- Collaborating with Katherine Sanders and Ann Sieber on life after Covid-19
- Working on an Idea Fair to provide direct services
- Advocate for the system by contacting your legislators
- An Independent Facilitator training will be scheduled via zoom

PRESIDENT’S REPORT
Ms. Pamela Kerman encouraged the community to stay strong during this difficult time of COVID-19, she advised to:

- Stay connected
- Reach out to others
- Take time for yourself
- Maintain your health by exercising

EXECUTIVE DIRECTOR’S REPORT:
Mr. Javier Zaldivar Executive Director discussed the following topics:
Mr. Zaldivar gave an update on the budget revise and informed that there is a $54 Billion deficit for this fiscal year and the upcoming ones.
The revised budget has eliminated the following proposals that were in the January budget:

- Performance Incentive Program for regional centers
- Enhanced caseload ratio for children ages 3-5
- START Training to benefit dually-diagnosed individuals
- Provider rate increases for Early Start, Infant Development, and ILS

These items will be cut if the state does not receive federal support by July 1:
- Cost-sharing for higher-income families
• $300 million (General Fund) in provider rate cuts
• $30 million (General Fund) in cuts to regional center operations, increased to $55 million in the 2021-22 fiscal year
Uniform Holiday Schedule (a series of mandatory closure days)

DDS provided an overview of the Budget to the DS Task Force Workgroup as documented by ARCA:
• Director Bargmann noted that the call would be more about policy rather than a complete overview of the budget
• No reduction to Self Determination
• Consider standardization and streamlining of services
• COVID-19 status update =7
  o 2 individuals have died from COVID-19
  o 5 Infected:
    ▪ 1 recovered and no more symptoms
    ▪ 1 quarantined at home no symptoms
    ▪ 1 in hospital & not returning to Canyon Springs
    ▪ 1 in SNF doing okay
    ▪ 1 at home with family all infected no symptoms
  o 2 Direct Service professionals have passed away
• One Surge home ready with 4 beds available
• SARC buildings are still closed and if the shelter in place is lifted, SARC will still stagger staff in and allow public in by appointment only. The CDC check-list will be followed as a safety protocol
• Outreach continues:
  o Facebook lives every two weeks
  o Monthly letters
  o Q&A with special education attorney via zoom/Facebook
  o Text information to families via Everbridge system
  o Publish on social media
  o Mask and hand sanitizer give away

Community Resource Development Plan (CRDP)
Ms. VandeKamp explained that the process is driven by funding priorities as established by the state and the requirement that regional centers seek input from stakeholders representing the diversity of the regional center’s service area. She asked the community to fill out the survey and give their input.

DIRECTOR OF CONSUMER SERVICES REPORT:
NEW AND CLOSING PROGRAMS
1 New
   – Respite
2 Closed
   – Two residential homes
Self-Determination (SDP) Update
The program continues and assessments are being complete, but it has been more challenging during the shelter in place.

Mr. Keeley shared results from a survey he sent to families in English, Spanish and Vietnamese to see what the service changes were during the pandemic.

- Family Survey - Have you been contacted by your San Andreas Social Worker (by phone, e-mail, etc.) since the Shelter in Place on 3/17/2020?
  - Yes = 78%
  - No = 22
  - 56% of families are unaware of Facebook lives
  - Respite was the service with the highest change

Survey sent to Service Coordinators:
- Service Coordinators Survey - Did families request any additional support during the Shelter in Place since March 17, 2020 (list all that apply):
  - Respite
  - 99% families contacted
  - Prefer contact method is via phone
  - Most information received from Direct Contact with manager
  - Staff would prefer doing unit meetings virtually

COMMITTEE REPORTS:
FISCAL
Ms. Mary Le Committee chair gave the report.

1. Purchase of Services (Non-CPP only)
The Purchase of Service expense for the month of March 2020 was $35 Million and the year to date was $313.9 Million. The current allocation is $438.6 Million and the projection for FY19/20 is $443.1 Million. The deficit is $4.5 Million.

2. Individuals Served
The number of individuals served as of March 2020 was 16,917. This is a decrease of 7 since March 2019.

3. Operations (OPS)
Expenses for the month of April 2020 were $4.07 Million and Year-to Date were $33.9 Million. The Fiscal Year Projection is $41.1 Million. The allocation is $41.2 Million leaving a surplus of $52K which is an increase of $42K since March.

4. Cash Position
The cash position through the end of April was $63.9 Million, an increase of $1 Million since March.

5. Donation Fund
The balance in the Donation Fund through the end of April was $189.3K a net decrease of $2,749 for the month. This change consisted of, donations totaling $222, loans of $1,975 and grant of $1,000.
6. Medicaid Waiver Enrollment
The enrollment for SARC at the end of February was 8,680 a net increase of 10 enrollments since January. Statewide was 134,583 a net increase of 241 enrollments since the month of January. March numbers were not available at the time of this report.

Eleven contracts were recommended to the Board for approval:

1. **M/S/C Moved to approve the Bay Area Housing Corporation Star-up Contract (ages 18-59) FY 2019-20 and 2020-21 totaling $1,000,000.00.** (Drennan/Kerman) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

2. **M/S/C Moved to approve the Bay Area Housing Corporation Star-up Contract (ages 10-17) FY 2019-20 and 2020-21 totaling $900,000.00.** (Nguyen/Manguray) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

3. **M/S/C Moved to approve the Via Services Inc. Assessment Contract FY 2020-2021 totaling $1,129,103.24.** (Manguray/Nguyen/) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

4. **M/S/C Moved to approve the Tali Angel Transportation Contract FY 2019-20 & 2020-21 totaling $589,628.00.** (Drennan/Johanson) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

5. **M/S/C Moved to approve the I Can Too Learning Center Assessment Contract FY 2020-21 totaling $955,429.74.** (Johanson/Manguray) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

6. **M/S/C Moved to approve the Beyond Potential Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $1,153,884.24.** (Nguyen/Contreras) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

7. **M/S/C Moved to approve the Community Transport Services Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $5,687,366.40.** (Johanson/Drennan) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

8. **M/S/C Moved to approve the Green Oak Developmental Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $618,300.72.** (Drennan/Manguray) No further discussions. All in favor. One Abstention (Beth Prentiss) Motion carries.

9. **M/S/C Moved to approve the Access Community Resource Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $1,105,131.60.**
(Nguyen/Johanson) No further discussions. All in favor. One Abstention
(Beth Prentiss) Motion carries

(Manguray/Contreras) No further discussions. All in favor. One Abstention
(Beth Prentiss) Motion carries

11. M/S/C Moved to approve the Apollo Adult Day Program Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $1,547,159.40.
(Nguyen/Drennan) No further discussions. All in favor. One Abstention
(Beth Prentiss) Motion carries

BOARD DEVELOPMENT
Ms. Kim Yen Nguyen recommended that Mr. Jock Mayes be elected to Board.

M/S/C Moved to elect Mr. Jock Mayes to his first two-year term in the Board of Directors (Kerman/Le) No further discussions. All in favor. Motion carries.

PEOPLE’S ADVISORY COMMITTEE (PAC)
Mr. Valenzuela informed that the meetings will resume next month via zoom. They will discuss:
- Recruitment
- Covid-19 updates
- Recession
- Employment

QUALITY ASSURANCE ADVISORY COMMITTEE
Minutes are in the packet.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Ms. Beth Prentiss committee chair informed that the minutes for the last 2 meetings were included in the packet. She updated the community on:
- Budgetary challenges
- Cuts
- The shelter in place
- End of Bridge funding
- Virtual innovations of program to provide services

PROGRAM POLICY COMMITTEE
Minutes are in the packet.

PUBLIC COMMENT
None
BOARD COMMENT
Ms. Johanson requested that a virtual meeting with parents and managers be scheduled to answer questions. Mr. Zaldivar informed that different trainings and information has been provided to the families via Facebook Live, and for specific issues those should be brought up to the Service Coordinator.
Ms. Kerman shared that the virtual presentation of Dr. Temple Grandin was very good.

ANNOUNCEMENTS
SARC has cancelled all public activities for the rest of the year.
Mr. Colon shared that the parent support group meetings have resumed via zoom and they are very appreciative of the opportunity.

ADJOURNMENT
Meeting adjourned at 6:15 p.m.

Recording Secretary, Ms. Lourdes González

Submitted by,

Ms. Martha Johanson
San Andreas Regional Center  
Board of Directors  
Fiscal Committee - Meeting Minutes  
May 18, 2020

Committee Members Present:  
Jon Drennan  
Virginia Manguray  
Pamela Kerman  
Martha Johanson  
Mary Le

Committee Member Absent:  
Nefte Couttolenc  
Daniel Stickney  
Elisabeth Einaudi

Staff Present:  
Lourdes Gonzalez  
Mike Keeley  
Nate Smith  
Javier Zaldivar  
Greg Hoffman  
Phien Phan  
Saskia Vandekamp

Meeting called to order at 3:00 pm. by Ms. Pamela Kerman Committee member. The Fiscal Committee met via zoom.

1. Purchase of Services (Non-CPP only)
The Purchase of Service expense for the month of March 2020 was $35 Million and the year to date was $313.9 Million. The current allocation is $438.6 Million and the projection for FY19/20 is $443.1 Million. The deficit is $4.5 Million.

2. Individuals Served
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6. Medicaid Waiver Enrollment
The enrollment for SARC at the end of February was 8,680 a net increase of 10 enrollments since January. Statewide was 134,583 a net increase of 241 enrollments since the month of January. March numbers were not available at the time of this report.

7. Contract Review
The committee reviewed eleven contracts and agreed to recommend them to the full Board for approval via e-mail.

1. M/S/C Moved to recommend to the full Board approval of the Bay Area Housing Corporation Star-up Contract (ages 18-59) FY 2019-20 and 2020-21 totaling $1,000,000.00. (Kerman/Johanson) No further discussions. All in favor. Motion carries.

2. M/S/C Moved to recommend to the full Board approval of the Bay Area Housing Corporation Star-up Contract (ages 10-17) FY 2019-20 and 2020-21 totaling $900,000.00. (Johanson/Manguray) No further discussions. All in favor. Motion carries.

3. M/S/C Moved to recommend to the full Board approval of the Via Services Inc. Assessment Contract FY 2020-2021 totaling $1,129,103.24. (Johanson/Manguray) No further discussions. All in favor. Motion carries.

4. M/S/C Moved to recommend to the full Board approval of the Tali Angel Transportation Contract FY 2019-20 & 2020-21 totaling $589,628.00. (Manguray/Kerman) No further discussions. All in favor. Motion carries.

5. M/S/C Moved to recommend to the full Board approval of the I Can Too Learning Center Assessment Contract FY 2020-21 totaling $955,429.74. (Johanson/Manguray) No further discussions. All in favor. Motion carries.

6. M/S/C Moved to recommend to the full Board approval of the Beyond Potential Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $1,153,884.24. (Kerman/Johanson) No further discussions. All in favor. Motion carries.

7. M/S/C Moved to recommend to the full Board approval of the Community Transport Services Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $5,687,366.40. (Manguray/Kerman) No further discussions. All in favor. Motion carries.

8. M/S/C Moved to recommend to the full Board approval of the Green Oak Developmental Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $618,300.72. (Johanson/Manguray) No further discussions. All in favor. Motion carries.
9. M/S/C Moved to recommend to the full Board approval of the Access Community Resource Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $1,105,131.60. (Kerman/Johanson) No further discussions. All in favor. Motion carries

10. M/S/C Moved to recommend to the full Board approval of the Adroit Advanced Technologies Transportation Contract FY 2019-20 & 2020-21, totaling $1,197,840.00. (Johanson/Manguray) No further discussions. All in favor. Motion carries

11. M/S/C Moved to recommend to the full Board approval of the Apollo Adult Day Program Transportation Contract FY 2020-21, 2021-22, & 2022-23 totaling $1,547,159.40. (Manguray/Johanson) No further discussions. All in favor. Motion carries

8. Next Meeting Date
   June 1, 2020 @ 4:00 pm via zoom

9. Adjournment
   With no further discussion the meeting was adjourned at 4:00 p.m.
Meeting called to order at 4:00 pm. by Ms. Mary Le Committee Chair.
The Fiscal Committee met via zoom to review contracts.

1. Contract Review
The committee reviewed eleven contracts and agreed to recommend them to the full Board for approval via e-mail.

1. M/S/C Moved to recommend to the full Board approval of the Bayside Adult Day Program Transportation Contract FY 2020-21, 2021-22, 2022-23 totaling $1,120,201.20. (Kerman/Manguray) No further discussions. All in favor. Motion carries.

2. M/S/C Moved to recommend to the full Board approval of the Community Integrated Work Program Transportation Contract FY 2020-21, 2021-22, 2022-23 totaling $943,920.00 (Manguray/Drennan) No further discussions. All in favor. Motion carries.

3. M/S/C Moved to recommend to the full Board approval of the Creative Mind Day Program Transportation Contract FY 2020-21, 2021-22, 2022-23 totaling $491,169.90. (Kerman/Drennan) No further discussions. All in favor. Motion carries.

4. M/S/C Moved to recommend to the full Board approval of the Friends of Children with Special Needs Transportation Contract FY 2020-21, 2021-22, 2022-23 totaling $798,150.60. (Kerman/Drennan) No further discussions. All in favor. Motion carries.

5. M/S/C Moved to recommend to the full Board approval of the Terra Bella Homes Transportation Contract FY 2020-21, 2021-22, 2022-23 totaling $636,963.84. (Kerman/Drennan) No further discussions. All in favor. Motion carries.
6. M/S/C Moved to recommend to the full Board approval of the Lights of Hope Transportation Contract FY 2019-20, 2020-21, 2021-22, totaling $1,658,760.00. Manguray/Drennan) No further discussions. All in favor. Motion carries

7. M/S/C Moved to recommend to the full Board approval of Corpuz Transportation Contract FY 2020-21, 2021-22, totaling $1,979,467.92. (Kerman/Johanson) No further discussions. All in favor. Motion carries

8. M/S/C Moved to recommend to the full Board approval of the A&T Training Center Transportation Contract FY 2020-21, 2021-22, 2022-23 totaling $1,284,410.16. (Johanson/Couttolenc) No further discussions. All in favor. Motion carries

2. Next Meeting Date
June 15, 2020 @ 1:00 pm via zoom

3. Adjournment
With no further discussion the meeting was adjourned at 4:45 p.m.
Ms. Beth Prentiss Committee Chair led the meeting via zoom.

**Director Update**
Mr. Javier Zaldivar Executive Director informed the committee of the death of Ms. Cheryl Hewitt a great advocate that we lost, he then discussed the following topics:

- The Department is working to deal with the budget impacted by the pandemic
- Budget Triggers would start on July 1, 2020
- There is a $13 Billion shortfall for this fiscal year and $34 Billion for next year
- COVID-19 status update = 9
  - 2 individuals have died from COVID-19
  - 7 Infected:
    - 1 recovered and no more symptoms
    - 1 quarantined at home no symptoms
    - 1 in hospital & not returning to Canyon Springs
    - 1 in SNF doing okay
    - 2 at home quarantining
    - 1 in surge home with minor symptoms
  - 2 Direct Service professionals have passed away
- One person is in the surge home temporarily, however their permanent living settings will not be affected
- Have contracted with a hotel in Sunnyvale for surge capacity as well
  - Interested staff in working at the surge homes are welcome, safety will be a priority
  - The referral process is standard it begins with the interdisciplinary team
- SARC and State Council (SCDD) will collaborate to distribute masks and hand sanitizers to the families and providers stay tuned for the details
- Providers were reminded to do the CDC check list when entering people’s homes
• If the shelter in place is lifted at the end of the month SARC will still not be ready to open to the public, and Day Programs will not open either
• SARC and the Day Program Providers had a very valuable “Think Tank” meeting to plan what would Day programs look like in the future.

Budget Summary Review:
The revised budget has eliminated the following proposals that were in the January budget:
• Performance Incentive Program for regional centers
• Enhanced caseload ratio for children ages 3-5
• START Training to benefit dually-diagnosed individuals
• Provider rate increases for Early Start, Infant Development, and ILS

These items will be cut if the state does not receive federal support by July 1:
• Cost-sharing for higher-income families
• $300 million (General Fund) in provider rate cuts
• $30 million (General Fund) in cuts to regional center operations, increased to $55 million in the 2021-22 fiscal year
• Uniform Holiday Schedule (a series of mandatory closure days)

Mr. Zaldivar also shared the payment reductions chart:
• If the federal support is not approved DDS has a proposal derived from the rate study that will implement payment reductions based on an A, B, and C tiered plan.

Mr. Zaldivar urged the providers to use their voice and advocate by contacting their local, state, and federal legislators to support their program, call, email or write but don’t be passive

New and Closing Programs
Ms. Ann Sieber Community Services Manager gave the report.

1 New
• Transportation program

2 Closed
• Residential homes were staff left

(Home & Community Based Services)
Ms. Ann Sieber manager for the Community Services Department gave the report:
• 25 agencies received grants
• Awarded agencies must submit goals and timelines by 6/30/2020
• Roundtables will be resumed via zoom in June
• Brainstorming meeting in July

Employment
• Join the Employment calls for updates
SCDD Central Coast
Mr. David Grady informed on the following topics:

- Self Determination Status update
  - 14 approved plans
  - Selectee Mixer via zoom on 6/3/2020
- Send an email for PPE distribution to families
- Self-Advocate training via zoom 6/5/20

Next SPAC Committee Meeting:
June 24, 2020 via zoom at 10:00 am.

Adjournment
The meeting was adjourned at 11:00 a.m.
The meeting was called to order at 2:35 p.m. by Ms. Martha Johanson Committee Chair via Zoom.

1. The committee reviewed the Early Intervention and the Competitive and Integrated Employment Policies. There were no changes to the Competitive and Integrated Employment policy. These are the revisions to the Early Intervention Policy:

   Early Start is a joint program between the Department of Developmental Services and the Department of Education, coordinated through the regional centers and county office of education, to provide early intervention services as directed by the federal Individuals with Disabilities Education Act, Part C and the California Early Intervention Services Act. The program is intended to provide appropriate, individually designed services to infants and toddlers under 36 months from birth through two years of age who have or are at risk of having disabilities.

   I. **Policy:** San Andreas Regional Center shall fund early intervention services for infants and toddlers identified as at risk for Developmental children with exceptional needs when the LEA has reached its funded capacity for early intervention services. San Andreas Regional Center shall provide those services for infants and toddlers who are eligible for San Andreas’ services. As long as an LEA is operating below its funded capacity, the LEA shall fund those services for infants and toddlers who are eligible. San Andreas shall be the payer of last resort after all other public and private sources for payment have been exhausted. Referrals may include, but not be limited to, California Children Services, Medi-Cal, or private insurance providers that may have responsibility for payment. This review shall not delay the provision of early intervention services specified in the IFSP. Early intervention services specified on the IFSP shall begin as soon as possible. Use of private insurance for required early intervention services is mandatory. San Andreas Regional Center may cover deductibles or co-payment costs in order to access private insurance benefits.

2. Policy Tracking List
Policies to be reviewed next; October 6, 2020
   - Respite Care
   - Conservatorship
   - Living Arrangements
3. Other
Mr. Keeley addressed the question of what happens once a paid internship has been completed, he said that the goal of the program is to have the individual be hired permanently. Many supports are offered to the individual to accomplish the goal. Another paid internship can be done when the individual changes career plans.

4. Next Committee Meeting Date/Time
Tuesday August 4, 2020 via Zoom

4. Adjournment
There being no further discussion, the meeting adjourned at 3:20 pm.
San Andreas Regional Center
Board of Directors
BOARD DEVELOPMENT COMMITTEE MINUTES
June 2, 2020

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

Committee Members Absent: 

Staff Present:             Lourdes González          Mike Keeley
                          Phien Phan                Irene De La Rosa

The Board Development Committee Meeting was called to order at 3:20 p.m.; by
Kim Yen Nguyen Committee Chair.

1. **Confirm Board Education**
   There will be a Board education on June 15, 2020 via Zoom. The topic will be on
   the “Relationship with Police” Ms. Ann Sieber will present.

2. **Applicants Update**
   SARC has received an application from a previous Board member and she has
   been notified that once there is an opening she will be considered along with all
   the other applicants on file.

3. **Vacancies**
   One Vacancy in the Board
   - 1 Santa Cruz County

4. **Member Terms**
   Next members to be re-elected are:
   1. Jon Drennan 5/20
   2. Mary Le 6/20
   3. Martha Johanson 7/20

6. **Other**
   A new employee orientation will be scheduled soon

7. **Next Committee Meeting Date/Time**
   **Tuesday, August 4, 2020 via Zoom**

8. **Adjournment:**
   There being no further discussion, the meeting adjourned a 3:30 p.m.
Ms. Pamela Kerman Board President called the meeting to order at 4:00 p.m. via Zoom.

1. Risk Assessment Report
Ms. Saskia Vandekamp Associate Director of Community Services presented the SIR reports for the month of May 2020.

**Total Incidents 414**

- **91** Incidents reportable to DDS.
- **323** Incidents not reportable to DDS.
- **7** Deaths
  - **5** Consumers reported missing with **0** not yet located
  - **7** Suspected Abuse/Exploitation
  - **1** Injuries Require Treatment Beyond First Aid
- **24** Medical Need/Accident
- **3** Victim of Crime
- **3** Suspected Neglect
- **41** Unplanned hospitalizations
- **62** Aggressive Act

Ms. Johanson requested that an expanded report on the missing individuals be done, she would like to see more demographics. The report would be presented at the QAAC meeting. Ms. Vandekamp said that they will work on it and present it for a six-month trial to see if the Board members find it of value.

2. Development of the June 15, 2020 Board Meeting via Zoom. There will be a Board Education June 15, 2020 via Zoom. The topic will be on the "Relationship with the Police" Ms. Ann Sieber Community Services Manager will do the presentation.

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

b. Executive Director’s Report: Javier Zaldivar
   1. Finalized Budget Update
   2. Diversity Outreach Update
   3. Employment Programs Update

c. Directors of Consumer Services: Mike Keeley
   1. New and Closing Programs
   2. Self-Determination Update
   3. Performance Contract Year-End Data Report

d. Committee Reports:
   Fiscal – There will be a report.
   Board Development – There will be a report and 3 action items.
   **Action Item:** Recommendation to re-elect Mr. Jon Drennan to his second
two-year term in the Board
   **Action Item:** Recommendation to re-elect Ms. Mary Le to her third and last
   Two-year term in the Board
   **Action Item:** Recommendation to re-elect Ms. Martha Johanson to her third and
   last two-year term in the 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
   ARCA – There will be a report

Due to the COVID-19 pandemic the committee discussed and agreed to have the Board
meetings for the rest of the year via zoom and at an earlier time 4:00 p.m.

3. Property Management Update
Mr. Greg Hoffman Chief Financial Officer gave the report.
*All Offices:* A second deep cleaning was done and it will be done monthly. Soap
dispensers have been installed San Jose and Salinas, Watsonville office will be done
after renovation.
San Jose Office – Property management has installed social distancing signage. A water filtration service will be installed and the Alhambra contract will be cancelled. Later it will be done in the outer offices as well. First elevator should be ready by late June. First Everbridge training for managers has been completed, the second one on alarm duress will be done late June early June.

Watsonville Office – On target for renovation plans

Salina Office – Office was closed due to protests but they were peaceful.

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 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.

- 0 4731 complaints were submitted since last report
- 1 Whistle Blower report submitted since last report that is currently being investigated.

Mr. Zaldívar briefed the committee on the following topics:
- SARC is positioning facilities for opening with social distancing regulations per the directives as the counties ease restrictions
- Staff is to continue virtual meetings until able to enter homes
- SARC has received a shipment of PPE (Personal Protective Equipment) masks and hand sanitizer that will help keep employees safe on their return and will be given out to families and providers as well.
- COVID-19 status update = 11
  - 2 individuals have died from COVID-19
  - 9 Infected:
    - 1 recovered and no more symptoms
    - 1 quarantined at home no symptoms
    - 1 in hospital & not returning to Canyon Springs
    - 1 in SNF doing okay
    - 3 at home quarantining
    - 1 hospitalized but recuperating at home now
    - 1 in surge home with minor symptoms
  - 2 Direct Service professionals have passed away
Budget:
- The senate has rejected the governor’s proposal and the negotiations continue. Governor’s budget proposes that if there is no federal funding it will trigger the cuts immediately, and the Senate proposes that those cuts would have a staggered implementation.
- If the federal support is not approved DDS has a proposal derived from the rate study that will implement payment reductions based on an A, B, and C tiered plan.

Mr. Zaldivar urged the committee to use their voice by contacting their local, state, and federal legislators to support the system. He also updated the committee on the current litigations SARC is involved in.

5. Announcements
6/3/2020 San Francisco Autism Society presents: Nancy Bargmann, Director of the Department of Developmental Services to discuss regional center supports during a difficult time
Mr. Keeley informed that he had a zoom presentation with the FCSN families on 6/2/20 and he has one scheduled with PHP on 6/11/20 all in an effort to do outreach.

6. Other
Ms. Johanson shared that Ms. Cheryl Hewitt a great advocate passed away on 5/21/20 she will be greatly missed.

7. Next committee/meeting date/time
Tuesday August 4, 2020 via Zoom

8. Adjournment
There being no further discussion, the meeting adjourned at 5:06 p.m.
I. Special Incident Reports (May)

414 Total number of incidents.
7 Total number of deaths.
91 Incidents reportable to DDS.
323 Incidents not reportable to DDS.

41 Unplanned hospitalizations with 4 consumers remaining hospitalized.
7 Planned hospitalizations.
5 Consumers reported missing with 0 not yet located

Breakdown of Incident Reports by Residence type:
RCH - 140  ICF - 11  SNF/NF - 6  ILS - 31  SLS - 97
Family Home - 100  Foster Home - 0  Family Home Agency - 14  Psych Treat - 15

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

Covid-19 SIRs
66 Reported
38 Single report that met criteria
21 Reportable
7 Non-reportable

II. Quality Assurance (QA):
A. QA Facility Monitoring - Residential Care, Level 4I only

10 Out of 10 scheduled FM’s completed
1 Facilities received recommendations
2 Facilities received corrective action plans

B. QA Unannounced Visits - Residential Care, Level 4I only – Done virtually
15 Out of 10 scheduled QA completed.
1 Facilities received recommendations
0 Facilities received corrective action plans

C. Trainings:
Service Provider Facility Monitoring – no scheduled training
Service Coordinator Facility Monitoring – no scheduled training
Behavior Skills Training - no scheduled training
Residential Services Orientation – virtual 5/19/20 – 9 attendees
New Employees Orientation – no training scheduled

D. Standing QA Meetings:
Quality Assurance around the Bay Quarterly meeting – no scheduled training
Let’s Talk QA: Salinas office virtual 5/6/20 – 5 – San Jose - 05.20.20 – 6 attendees
DSP Inability to Communicate – as needed
QA Rap Session (Roundtable) Semi-annual meeting – no scheduled meeting

Mortality and Morbidity: 7 Number of deaths
0 Infant 0 Child 4 Adults and 3 Elderly

Ms. Jordan updated the committee on the specific details of the deaths, such as gender, age, living arrangement, and cause of death.

E. Highlights:
Certificate of Achievement:
No certificates given the month of May 2020.

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

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<th>Class (Max attendance)</th>
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<th>Total Attendees</th>
<th>Test 1 Pass/Fail</th>
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<td>Basics of Behavior Management (24)</td>
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<td>Difficulty Swallowing and Aspiration (24)</td>
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<td>Emergency Planning (24)</td>
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<td>Fundamentals of Dementia – (24)</td>
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<td>Oral Health (20)</td>
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<td>Pressure Sore Prevention &amp; Recognition (24)</td>
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<td>Psychopharmacology and DD (24)</td>
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<td>7/0</td>
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<tr>
<td>Special Incident Report (24)</td>
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B. Current projects/activities:
Health services unit provided training to the staff of the surge home in Hollister. Ms. Rund hosted a training in San Francisco on how to use the EpiPen (Epinephrine Injection)

C. Highlights:
We had a successful placement and discharge for a Covid positive consumer at our surge home in Hollister. Consumer returned to Family home after being discharge from Public Health criteria of Isolation (3 days of no fever and 10 days of improving of symptom of Covid) and the surge home. (The home and SARC provided supply of PPE to the Family hand sanitizer, face masks and N95)

At this time SARC had a total of 11 case of Covid positive in all 3 offices
  - 5 cases were in a skilled nursing facility on long-term care
  - 1 was in a care home (unknown source of contamination)
  - 5 are from community living with families

Out of the 11 cases, SARC had 2 deaths (both in skilled nursing facility, one was on Hospice) the other 8 are reported healthy and doing well, back to their base line.

Health Services has been organizing all the PPE give always with help from volunteers.

IV. Supported Living Services (SLS):
A. SLS QA’s: QA’s are typically conducted on a monthly basis. There was no QA done for the month of May 2020. The Community Services department is developing plans for virtual QA.

B. SLS Roundtable: There was no SLS/ILS Roundtable held for the month of May 2020.

Highlights:
The next Roundtable Meeting will be conducted via video conference on Wednesday, June 10th 2020 from 10 am to 12 noon. Following that, the July meeting will be held on Wednesday, July 8th 2020 from 10 am to 12 noon.

Supported Living Orientation for Individuals and Families
1 Completed, 20 Total attendees

SLS New Vendor Orientation
0 Completed, 0 Total attendees
V. **Community Services:**

Residential Service Orientation (RSO) 1 Completed, 8 Total attendees
RSO (mini for FHA) 1 Completed, 6 Total attendees

VI. **Emergency Response Plan Report**

A. Current projects/activities:
The agency Emergency Operations Plan is being finalized with AANKO, the security consultants who continue to work with SARC.

**Highlights:**
SARC continues to work with Everbridge to develop a duress alarm system for employees for on- and off-site crisis situations. Training for Managers and Supervisors was held at the end of May. Aanko and SARC are developing plans to train all employees.

VII. **Other:**
SARC is organizing several PPEs giveaways stay tuned for details.

Ms. Johanson shared that she has read an article from the west coast that states a higher number of people with the developmental disabilities die from Covid-19 in comparison to the regular population.

Mr. Keeley shared the data from the Risk Committee that is tracking California’s Covid-19 infected individuals.

- **Risk Committee Data:**
  - Positive cases in all California 324
  - 50% male, 50% female
  - Age – 12% Early Start, 17% school age, the rest all adults
  - More adults tested positive against the general population
  - Caucasian, Hispanic, and African American consistent with the general population
  - SNF (Skilled Nursing Facility) higher incidents than living with family (SNF due to being older and more fragile)
  - 34 have died

Mr. Keeley informed that most of our individuals react the same way as the general population, with the exception of the elderly population that has a higher rate of death but probably because most of them live in congregate settings which seem to increase the death rate. He said that the data differs in California probably because it is an entitlement state that works proactively for our Developmentally Disabled population.

VIII. **Next QAAC meeting is scheduled for:**

*August 11, 2020 via zoom*