



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

**Date: Monday, November 13, 2023**

**Time: 5:00 - 7:00 p.m.**

**Location: Via Zoom — Register for a zoom link at:**

<https://us06web.zoom.us/meeting/register/tZcoce2rrz4sGdCjcZ7ah997lmdTvBtGsfiT>

## AGENDA



**5:00 — 5:02 I.** Call to Order & Introduction. . . . .Lisa Lopez



**5:02 — 5:05 II.** Vision Statement. . . . .Erika Gonzalez

**5:05 — 5:09 III.** Approval of Minutes



1. Board Meeting Minutes - 10/16/23
2. Fiscal Committee Meeting Minutes - 10/16/23
3. Service Provider Advisory Committee Meeting Minutes - 10/25/23
4. Program Policy Committee Meeting Minutes 11/7/23
5. Board Development Committee Meeting Minutes – 11/7/23
6. Executive Committee Meeting Minutes - 11/7/23
7. Quality Assurance Advisory Committee Meeting Minutes
8. People’s Advisory Committee Meeting Minutes –

**5:09—5:20 IV. Independent Accountants Audit Report . . AGT CPAs & Advisors**



**5:20— 5:28 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 need to fill-out the pink note and give it to the Administrative Assistant then they are invited to use the lectern or remain at their seats while speaking. During a virtual meeting send a direct message via chat to the Administrative Assistant stating name, and topic of discussion.



5:28 — 5:38 VI. Presidents Report . . . . . Lisa Lopez  
 1. Thankfulness



5:38 — 6:00 VII. Executive Director’s Report. . . . . Javier Zaldivar  
 1. Diversity Outreach Update  
 2. Employment Programs Update  
 3. Health and Safety Awareness Strategy



6:00 — 6:20 VIII. Director of Consumer Services Report. . . . .Mike Keeley  
 1. New and Closing Programs  
 2. Self-Determination Update



6:20 — 6:45 IX. Committee Reports  
 1. Fiscal . . . . . Gus Maldonado  
 2. Board Development . . . . . Maya Bareket  
**Action Item:** Recommendation to approve the election of Ms. Uma Venkatesh to her first wo-year term in the Board  
**Action Item:** Recommendation to approve the re-election of Elisabeth Einaudi to her third and last two-year term in the Board.  
 3. Quality Assurance Advisory . . . . .Glendora Pitre  
 4. Service Provider Advisory . . . . . Erika Gonzalez  
 5. Program Policy . . . . . Lisa Lopez  
**Action Item:** Recommendation to Adopt the *Psychiatric* and *Employment First* Policies.  
 6. People’s Advisory Committee . . . . . Maya Bareket  
 7. ARCA . . . . . Glendora Pitre



6:45 — 6:50 X. Public Comment



6:50 — 6:55 XI Board Comment



6:55 — 7:00 XII. Announcements



7:00 XIII. Adjournment

**SAN ANDREAS REGIONAL CENTER  
Board of Directors Meeting Minutes  
San Jose Office/Via Zoom  
October 16, 2023**

**Presiding:** Glendora Pitre Board President

<b>Board Members Present:</b>	Maya Bareket	Paloma Barraza
	Veronica Contreras	Jon Drennan
	Erika Gonzalez	Elisabeth Einaudi
	Andy Le	Lisa Lopez
	Gus Maldonado	Alicia Mesa
	Rajesh Patel	Daniel Stickney

**Board Members Absent:** Cole Baumeister

<b>Staff Present</b>	Mia Garza	Lourdes Gonzalez
	Angel Johnson	Mike Keeley
	Arushie Nugapitiya	Phien Phan
	Jennifer Price	Irene De La Rosa
	Minerva Valdez	Francisco Valenzuela
	Kait Wilkerson	Javier Zaldivar

<b>Community Present:</b>	Jaclyn Balanay (DDS)	David Grady
	Uma Venkatesh	

**CALL TO ORDER**

Ms. Glendora Pitre Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 6:00 p.m. Ms. Pitre 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 Ms. Elisabeth Einaudi read the mission statement.

**APPROVAL OF MINUTES**

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

1. Board Meeting Minutes - 8/21/23
2. Fiscal Committee Meeting Minutes - 8/21/23
3. Service Provider Advisory Committee Meeting Minutes - 8/23/23
4. Program Policy Committee Meeting Minutes 10/3/23
5. Board Development Committee Meeting Minutes – 10/3/23

- 6. Executive Committee Meeting Minutes - 10/3/23
- 7. Quality Assurance Advisory Committee Meeting Minutes 10/10/23

### **PRESIDENT'S REPORT**

Ms. Glendora Pitre's report was on "Reflections of Yesterday". She shared her ordeal of how her daughter was misdiagnosed for a long time, but then she found SARC. She was taught to be an advocate for her daughter. She said that it meant a great deal to her when she was invited to be part of the Board of Directors. She was touched by all the stories, and it has been an honor to be able to serve.

She addressed the staff and thanked them for their hard work, she told them that SARC is making a difference.

Mr. Zaldivar thanked her and told her that she had done a great job.

### **EXECUTIVE DIRECTOR'S REPORT:**

#### **Diversity Outreach Update**

Ms. Minerva Valdez Diversity Inclusion Manager presented the report:

- Outreach:
  - 9/30/23 Spanish Conference in Gonzales about 100 parents attended
  - 10/14/23 PVUSD Parent Conference in Watsonville
  - 10/21/23 Dia de los Muertos outreach event in San Jose
  - 11/18/23 Spanish Conference in Soledad
  - Parent group will begin in Gilroy/Hollister area led by Ms. Jessica Vega-Rincon
  - 12/2/23 parent group in San Jose will resume in person meetings
  - Tribal leader regrouping
  - Begun recording outreach podcasts
    - First podcast is on respite
    - Will record 100 podcasts in the next year, including in Spanish and Vietnamese

Mr. Javier Zaldivar discussed these issues.

- He had an emergency meeting with the Hollister Board of Supervisors to discuss issues with the difficult-to-serve individuals. He said that constant education about the system is needed.
- The governor promotes minimum wages for the private sector but does not carry it to the public sector; therefore, public services have long wait lists
- It is important that we advocate for the system, so the governor does not forget us and needs are met.
- ICFs (Intermediate Care Facility) will be transitioning to Managed Care Plans
  - SARC must enter into MOUs with the Managed Care Plan now
  - Completion date should be 1/1/2024

- A Directive with instruct should be coming soon
- Discussions with CalAim are happening at the state level to establish who does what, since they offer enhanced service coordination same as SARC.
- The Appeals Program (used to be Fair Hearing) is in its sixth month being handled by the Department, check SARC's website for updated information.

### **Employment Update**

Ms. Mia Garza Community Services Associate Director discussed these issues:

- DDS is offering training on Quality Incentive Program (QIP), and Access Capacity Employment .
- Reimbursements will be done around certifications submitted to the Department, but SARC will give the payment.
- DDS' pilot Career Pathways Program on competitive integrated employment is ready to launch.

### **STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST**

Mr. David Grady regional manager discussed these issues:

- SCDD's goal is to distribute equitable services in collaboration with other organizations
- Working with SARC and the Department on self-determination strategies to address underserved communities.
- Ms. Jennifer Lucas is doing trainings in "Sexuality" and "Childhood Inclusion"
- Continue with trainings for Law Enforcement
- Mr. John Robinson Peer Relations Specialist is doing a good job
- With SARC doing a community effort to do outreach to crisis team respondents
- Employment peer group project coming along

### **DIRECTOR OF CONSUMER SERVICES REPORT: Mike Keeley**

#### **NEW AND CLOSING PROGRAMS – Mia Garza**

##### **12 New (August/September)**

- Interdisciplinary Resource
- Six Therapeutic Services
- Three Residential Homes
- Residential Provider (specialized in traumatic brain injury)
- Mobile Day Program

##### **14 Closed – due to not utilizing services**

- Transportation
- Clinical Psychology
- Registered Nurse
- Three Speech Therapy

- Individual Training Agency
- Tutoring Program
- Mobility Company
- Adaptive Training
- FMS (Financial Management Services)
- Intermediate Care Facility
- Physician Office
- Specialized Home

**Self Determination Update:**

- Mr. Keeley presented the SDP Report, which is an alternative way to secure services and gives more flexibility to families.
- Current numbers:
  - 184 participants
  - The average age is 22 years
  - Participating races:
    - 55 White
    - 11 Vietnamese
    - 21 Spanish
    - 10 Indian
    - 19 Chinese
    - 3 Russian
    - 10 Korean
    - 1 Japanese
    - 12 Asian Indian
    - 1 African American
  - Participating languages:
    - 143 English
    - 8 Spanish
    - 8 Vietnamese
    - 8 Mandaring
  - Where they live:
    - 166 at home
    - 18 other
  - FMS (Financial Management Services) systems
    - Aveanna
    - GT Independence
    - Acumen
    - Essential Pay
    - Mains'1
    - FMS Pay
  - Average timeline to complete the process is 1 year

Mr, Keeley Discussed these issues:

- Mr. Evan Gilliland presented on Self-Determination (SDP) at the Autism Conference on 10/14/23, and Ms. Alicia Mesa presented in Spanish.

- One of SDP's regulations is that FMS agencies are required to be used
- FMSs charge similar prices
- Parents have shared that SDP is overwhelming

## **COMMITTEE REPORTS**

### **FISCAL**

Ms. Einaudi the Board Treasurer gave the report.

#### 1. Purchase of Services (Non-CPP only)

The Purchase of Service expense for the month of June 2023 was \$46.9M and the year to date was \$576.5M. The current allocation is \$716.5M.

#### 2. Individuals Served

The number of individuals served as of June 2023 was 16,890. This is a decrease of 314 since June 2022.

#### 3. Operations (OPS)

Expenses for the month of June & Late Bills were \$6.8M and the year to date was \$52.4M. The Fiscal Year Projection is \$55.2M and the estimated allocation is \$55.4M. This leaves us with a surplus of approximately \$127.4K.

#### 4. Cash Position

The cash position through the end of September was \$106.4M. This is an increase of \$2.4M since August.

#### 5. Donation Fund

The balance in the Donation Fund through the end of September was \$363K. This is a decrease of \$533. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

## **BOARD DEVELOPMENT**

- The minutes are in the packet, and four Action Items were addressed:

**M/S/C Moved to approve the re-election of Mr. Gus Maldonado to his second two-year term on the Board. (Pitre/Patel). No further discussions. All in favor. Motion carries.**

**M/S/C Moved to Adopt the Meeting Schedule for 2024 (Pitre/Barraza). No further discussions. All in favor. Motion carries.**

**M/S/C Moved to Adopt the revised Bylaws (Gonzalez/Le). No further discussions. All in favor. Motion carries.**

**M/S/C Moved to approve the revised Attendance Policy (Drennan/Maldonado). No further discussions. All in favor. Motion carries.**

## **QUALITY ASSURANCE ADVISORY COMMITTEE**

- The minutes are in the packet.

## **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

- The minutes are in the packet, and two Action Items were addressed:

**M/S/C Moved to approve the re-election of Ms. Erika Gonzalez to her second two-year term on SPAC (Lopez/Le). No further discussions. All in favor. Motion carries.**

**M/S/C Moved to approve the re-election of Mr. Adegboyega Tade Akintade to his third two-year term on SPAC (Bareket/Einaudi). No further discussions. All in favor. Motion carries.**

## **PROGRAM POLICY COMMITTEE**

- The minutes are in the packet, and two Action Items were addressed:

**M/S/C Moved to adopt the Respite Care Policy (Pitre/Gonzalez). No further discussions. All in favor. Motion carries.**

**M/S/C Moved to adopt the Parenting Skills Training Policy (Bareket/Pitre). No further discussions. All in favor. Motion carries.**

**M/S/C Moved to adopt the Prenatal Diagnostic Services Policy (Gonzalez/Le). No further discussions. All in favor. Motion carries.**

## **PEOPLE'S ADVISORY COMMITTEE (PAC)**

- Ms. Bareket shared the events coming up and asked for interested people in becoming a job coach at Hope Services.
- The meetings will resume early next year.

## **ARCA**

None

## **Election of 2024 Slate of Officers**

**M/S/C Moved to elect Ms. Lisa Lopez as Board President (Le/Bareket). No further discussions. All in favor. Motion carries**

**M/S/C Moved to elect Ms. Maya Bareket as Board Vice President (Lopez/Maldonado). No further discussions. All in favor. Motion carries**

**M/S/C Moved to elect Mr. Gus Maldonado as Board Treasurer (/Bareket/Meza). No further discussions. All in favor. Motion carries**



**M/S/C Moved to elect Ms. Elisabeth Einaudi as Board Secretary (Maldonado/Rajesh). No further discussions. All in favor. Motion carries**

**PUBLIC COMMENT**

None

**BOARD COMMENT**

Ms. Uma Venkatesh was introduced as a potential Board member.

**ANNOUNCEMENTS**

Mr. Valenzuela shared that for the month of September SARC has been very busy doing outreach in various events; October will be the same.

Upcoming events:

- 10/21/23 PHP Special Needs Resource Fair
- 10/21/23 Buddy walk
- 10/28/23 Autism Speaks walk
- 10/28/2023 25<sup>th</sup> Annual Service Above Self Awards Dinner
- 10/29/23 Disability Awareness Day with the San Jose Barracudas Resource Fair
- 11/18/2023 Holiday Craft Fair

**ADJOURNMENT**

The meeting was adjourned at 7:42 p.m.

Recording Secretary, Ms. Lourdes Gonzalez

Submitted by,

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Mr. Gus Maldonado

**San Andreas Regional Center Board of Directors  
SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)  
Meeting Minutes (via zoom)  
October 25, 2023**

<b>Members Present</b>	Tade Akintade Desiree Luong	Erika Gonzalez (chair) Wesley Moss
<b>Members absent</b>	Sylvia Yeh	
<b>Staff Present</b>	Karla Cruz Darby Gibson John Hunt Gina Jennings Ann Sieber Anna Wall	Mia Garza Lourdes Gonzalez Mike Keeley Kai Reade Francisco Valenzuela Javier Zaldivar
<b>Community Present</b>	Beth Prentiss Christina Hunt Danielle Azzalino Dylan W. Kayla Walker Lori Menzies Mitachew Abebe Paloma Rodriguez Sarah Verity Veronica Lopez Yen Nguyen	Cathy Bouchard Christine Shene Dylan Alto Jenny Rhodes Krystal Mata Mark Sung Myles Horttor Sarah Macy Sommer Z Wayne Jasper

Ms. Erika Gonzalez Committee Chair led the meeting via zoom starting at 10:03 a.m.

**Committee Updates**

Ms. Erika Gonzalez SPAC Chair shared that they continue to meet with the provider community on the 3<sup>rd</sup> Wednesday of the month, the conversations are going well. Ms. Gonzalez told the audience that they can email her with ideas and topics that they wish to discuss. In the past month SPAC has been busy tabling events and doing outreach.

**Provider Input**

Ms. Jenny Rhodes from Marks Children House requested feedback from SARC staff to improve intake and lend a helping hand in the strategic planning of the programs.

**New and Closing Programs**

Ms. Ann Sieber gave the report.

**7 New**

- One Specialized Residential Care in Gilroy
- Two Residential homes
- Four Early Start programs

## **7 Closed.**

- One specialized residential home
- One Tutor
- Three specialized homes
- Clinical Service
- Adaptive Training

## **Community Services Update**

Ms. Mia Garza Community Services Associate Director discussed these topics:

- (DSP) Training Stipends:
  - A seamless form will be created for vendors
  - Staff person can only get reimbursed for two trainings
  - Payment will be made to one vendor only
  - Use only one email for trainings
  - To confirm eligibility of staff, use the form at [dsptipend@sarc.org](mailto:dsptipend@sarc.org)

## **Electronic Visit Verification (EVV) Update**

- Sign-up, it is a requirement, attend the webinars and office hours to be updated on all changes

### ***Electronic Visit Verification Phase II***

*Electronic Visit Verification (EVV) is a telephone and computer-based solution that electronically verifies in-home service visits. EVV solutions must verify the following six data elements:*

- *Type of service performed*
- *Individual receiving the service*
- *Date of the service*
- *Location of service delivery*
- *Individual providing the service*
- *Time the service begins and ends*

### ***Background***

*The 21st Century CURES Act, signed into law in 2016, requires that states set up an EVV system to verify that services for all Medicaid-funded personal care and home health care services occurred. Pursuant to Subsection (l) of Section 1903 of the Social Security Act (SSA) (42 U.S.C. 1396b), all states must implement EVV for Medicaid-funded personal care services (PCS) by January 2020 and home health care services (HHCS) by January 2023. On October 22, 2019, CMS approved the State's Good Faith Effort (GFE) request for PCS and will not apply Federal Medical Assistance Percentage (FMAP) reductions in calendar year 2020. California's GFE approval letter from CMS is available on the [EVV CMS GFE Webpage](#).*

*PCS was implemented on January 1, 2022, and providers of Medi-Cal home and community based personal care services must be registered, trained, and using either the CalEVV system or an alternate EVV system. HHCS is anticipated to be implemented by January 1, 2023. Stakeholder meetings will continue and will provide the opportunity to discuss the State's approach to EVV, the steps providers will need to take, and the EVV training that will be offered.*

- Rate Reform Implementation:
  - DDS has not sent updates so far; they are still working on the plan.
  - Review website to stay updated
  - Implementation of the 10% incentive will be different for each vendor

## **Director Update**

Mr. Zaldivar discussed these topics:

- Review communication on the Rate Model and ask questions
- California is working on a tracking system of the homeless populations, they will survey the community for feedback, it will help SARC to address those individuals with Developmental Disabilities (DD)
- DDS has a group working on a web portal that will streamline the service system and standardize transparency for all regional centers.
- The HCBS (Home & Community Based Services) waiver will be open to individuals other than those with DD:
  - Families get paid directly
  - Spots are available only when someone drops
  - The Department is looking to duplicate the service waiver via legislation
- Vendor community should be working on addressing individuals with:
  - Limited vision
  - Deaf or Hard of Hearing (DHOH)
  - Employment goals
- Vendors should open their doors and do not discriminate
- SARC can support the vendor community just reach out
- The Recreation and Respite policies are being updated to comply with the new regulations.
- Whistle blowers received have been on the inappropriate behavior of staff with the individual; vendors are encouraged to establish standards and policies for their staff to abide by.
- Keep updated on your billing.

## **Health and Safety Waiver Awareness Strategy**

Ms. Ann Sieber gave the report.

- Ms. Livoni continues to work on identifying individuals that need referrals to access the program
- Program brochures in different languages are available

## **HCBS (Home & Community Based Services)**

Ms. Ann Sieber gave the report.

- HCBS training continues
- Site visits will begin soon, be ready.
- Trainings by Beyond Compliance have to be attended by direct staff
- Class available to communicate with those not able to speak.
- Person Centered Thinking (PCT) classes will be offered to vendors soon.
- Grant quarterly reports must be submitted by 2/29/2024

## **Employment**

Ms. Mia Garza Community Services Associate Director gave the report:

- DDS is offering training on Quality Incentive Program (QIP), and Access Capacity Employment.
- Payment will be done to those with completed certifications
- Payment will be made around quarterly reports
- Stay aware of Stanford's Pilot Program on I/DD Employment Research
- Pilot Career Pathways Program on competitive integrated employment for those individuals exiting school.

## **Emergency Preparedness**

Ms. Mia Garza Community Services Associate Director gave the report:

- Continue working on the Go-Bags initiative and battery packs for high fire danger zones
  - Respond to e-mails
  - The DDS training is easy to accomplish
- A Deaf and Hard of Hearing (DHOH) team has created emergency communication cards that will go out to individuals and vendors soon; a booklet will come next.

## **Announcements:**

Mr. Valenzuela shared that SARC has been very busy with outreach activities.

- 10/28/23 Autism Speaks walk
- 10/28/2023 25th Annual Service Above Self Awards Dinner
- 10/29/23 Disability Awareness Day with the San Jose Barracudas Resource Fair
- 11/18/2023 Holiday Craft Fair

## **SCDD Central Coast**

None

## **Next SPAC Committee Meeting:**

**December 6, 2023, via zoom at 10:00 a.m.**

## **Adjournment**

The meeting was adjourned at 11:05 a.m.

**San Andreas Regional Center  
Board of Directors  
Program Policy Committee Minutes  
November 7, 2023**

**Committee Members Present:** Maya Bareket Paloma Barraza  
Lisa Lopez (chair)

**Committee Members Absent:** Andy Le

**Staff Present:** Jim Elliott Lourdes González  
John Hunt Lisa Hartley  
Arushie Nugapitiya Javier Zaldivar

The meeting was called to order at: 4:03 p.m. by Ms. Lisa Lopez Committee Chair via Zoom. These policies were reviewed:

**1. Early Intervention**

These revisions were done to the policy:

*I. **Policy:** San Andreas Regional Center shall fund early intervention services for infants and toddlers identified as at risk for developmental needs when the LEA has reached its funded capacity for early intervention services. ~~San Andreas Regional Center shall also provide those services for infants and toddlers who are eligible for San Andreas' services. If 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 **under California law**. San Andreas Regional Center shall cover deductibles, **co-insurance**, or co-payment costs, **as permitted under California law**, to access private insurance benefits **to minimize delays in the provision of appropriate early intervention services.***

*San Andreas shall ensure that all initial referrals received by the regional center, or the Local Education Agency (LEA), shall be completed within forty-five (45) days of the date of referral.*

*San Andreas shall use existing information whenever possible to determine **continued eligibility or provisional eligibility before the child's third birthday, to include upon establishment of eligibility for Early Start** ~~and to minimize delay in the provision of appropriate early intervention services by paying any applicable copayment, coinsurance, or deductible associated with the service or support so long as the individual is covered by their parent, guardian, or caregiver's health care service or health insurance plan and no other third party holds liability for the cost of the service or support.~~*

*II. **Purchase of Service Standard:** San Andreas and the LEAs ~~(Local Education Agency)~~ shall arrange, provide, or purchase early intervention services required by the IFSP ~~(Individualized Family Service Plan)~~ within 45 days ~~of the signed IFSP~~. They shall not place an infant or toddler on a waiting list for early intervention services ~~stated agreed to in the Individualized Family Service Plan (IFSP).~~ **In the event appropriate services are not available, waitlisted, or delayed over 60 days through health insurance or health care providers, these services may be funded by San Andreas Regional Center.** San Andreas Regional Center may also purchase eligibility assessment services as needed **to determine eligibility or provisional eligibility. Though parent participation is clinically proven***

to be preferable and successful, intensive behavior intervention services for an infant or toddler are not contingent upon parent participation.

San Andreas shall ~~not~~ continue to provide ~~early intervention IFSP (Individualized Family Service Plan)~~ services to a child who is 3 years ~~or older~~ ~~except where the child has been found eligible for regional center services until the beginning of the next school term while the special education preschool program is not in session and the multidisciplinary team determines that services are necessary.~~

III. **Exception Process:** The executive director has full discretion to authorize purchases of service which are exceptions to the board-adopted purchase of service policies and standards. The Executive Director has designated that the Director and Associate Directors of Consumer Services ~~certain individuals within the regional center who~~ are authorized to grant an exception in the executive director's stead; these individuals are referred to as director's designees.

## 2. Respite Care

These revisions were done to the policy:

Respite is the provision of intermittent and/or regularly scheduled temporary non-medical care to individuals with developmental disabilities on an in-home and/or out-of-home basis. Respite services are designed to do ~~all of~~ the following:

- i. Assist family members in maintaining the individual at home.
- ii. Provide appropriate care and supervision to ensure the individual's safety in the absence of family members.
- iii. Relieve family members from the constantly demanding responsibility of caring for the individual.
- iv. ~~Attending~~ to the individual's basic self-help needs and other activities of daily living, including interaction, socialization, and continuation of usual daily routines which would ordinarily be performed by the family member.
- v. Meet emergency needs.
- vi. ~~In order~~ To provide appropriate respite services, San Andreas will make available the following options:
  1. In-Home Respite is the provision of respite services within the ~~individual's family own home. Parents/Family members~~ may choose to utilize an Employer of Record (EOR) respite agency and/or Participant Directed/Financial Management Services (FMS) ~~in order~~ to use family members or others as the respite worker, or they may choose to use a vendorized agency, which provides the worker.
  2. Out-of-Home Respite services are provided by a vendor who is licensed by the Department of Social Services (DSS), or an agency authorized by DSS, or it is licensed by ~~the~~ Department of Health Services. ~~There are numerous service codes under which San Andreas can provide respite.~~ Out-of-home respite is provided in a setting outside the ~~individual's family~~ home. Parents may choose a licensed community care facility, vendored camp, or an intermediate ~~health~~ care facility for the developmentally disabled licensed by the Department of Health. Vendored facilities must have training, education, and the skills to perform the required licensed services. Out of home respite service is intermittent or regularly scheduled temporary care to individual and is designed to relieve families of the constant responsibility of caring for a family member; to meet planned or emergent needs of the family; to allow parents the opportunity for vacations or other necessities of family life.

**III.. Policy:** *San Andreas shall purchase respite care to assist the family member. Authorized respite hours may be used by the family at any time during the authorization period. Families of individuals in out-of-home placement are not eligible for respite services. Families who use the Participant Directed FMS (Financial Management Services) or Employer of Record (EOR) must first obtain a vendor number and must comply with all federal and state requirements. Respite provided by trained health professionals is covered in the In-Home Skilled Nursing Policy.*

*The respite needs of each family shall be individually assessed by the planning team to determine the ~~actual~~ appropriate number amount of respite hours needed. Families ~~customarily use up to 24 hours/month depending upon need. This number is suggested as a guideline.~~ The planning team will use the "Family Needs Assessment Summary Sheet" as a tool to help determine individual respite needs in certain circumstances. ~~In-Home Support Services hours where a caregiver is the designated worker shall not be considered a generic service with respect to calculating the appropriate amount of respite care needed. For persons served aged 17 or younger, the team shall determine if Day Care subsidy hours are more appropriate based on the nature of the need.~~ Families participating in the Participant Directed/ FMS-and/or ~~Employer of Record (EOR)~~ must use respite providers who are at least eighteen years of age and not a spouse and/or significant other.*

**IV Purchase of Service Standard:** *The type and amount of respite services that San Andreas will purchase will be determined by the planning team based on individual and family needs. Families may statutorily use up to 30 hours a month or 90 hours a quarter and/or up to 21 days per year, depending upon need. Authorizations requiring a higher amount of service will require an exception. Months (or quarters, if appropriate) will have their hourly amounts adjusted by 24 hours per month for every 1 day of out-of-home service authorized for that time period.*

### 3. Policy Tracking List

Policies to be reviewed next: 5/2024

- Day Care
- Reimbursement of Health Care Co-Payment and Co-Insurance
- Supported Living Services

### 4. Other

None

### 5. Next Committee Meeting Date/Time

**Tuesday, May 7, 2024, at 4:00 p.m.**

### 6. Adjournment

There being no further discussion, the meeting was adjourned at 4:28 p.m.



**San Andreas Regional Center  
Board of Directors  
BOARD DEVELOPMENT COMMITTEE MINUTES  
November 7, 2023**

<b>Committee Members Present:</b>	Maya Bareket (Chair) Lisa Lopez	Paloma Barraza
<b>Committee Members Absent:</b>	Cole Baurmeister	Andy Le
<b>Staff Present:</b>	Lourdes González John Hunt Javier Zaldivar	Liza Hartley Arushie Nugapitiya

The Board Development Committee Meeting was called to order at 4:28 p.m., by Ms. Maya Bareket, committee chair via zoom.

**1. Confirm Board Education**

There will not be a Board Education because the Independent Audit presentation will be done instead.

**2. Applicants Update**

The committee agreed to recommend Ms. Uma Venkatesh as a new Board Member for the full Board to approve.

**3. Vacancies**

Two Vacancies

- 1 San Benito County
- 1 At-Large

**4. Member Terms**

- Ms. Elisabeth Einaudi will be re-elected to her 3<sup>rd</sup> and last term.

**5. Next Committee Meeting Date/Time**

**Wednesday, January 3, 2024, at 4:30 p.m.**

**6. Adjournment:**

There being no further discussion, the meeting was adjourned at 4:45 p.m.

**San Andreas Regional Center Board of Directors  
EXECUTIVE COMMITTEE MINUTES  
Via Zoom  
November 7, 2023**

**Committee Members Present:** Maya Bareket  
Elisabeth Einaudi  
Lisa Lopez (Chair)  
Glendora Pitre

Veronica Contreras  
Erika Gonzalez  
Gus Maldonado

**Committee Members Absent:**

**Staff Present:** Mia Garza  
Lisa Hartley  
Arushie Nugapitiya  
Francisco Valenzuela

Lourdes González  
John Hunt  
Irene De La Rosa  
Javier Zaldivar

Ms. Lisa Lopez committee chair called the meeting to order at 5:00 p.m. via Zoom

**1. Risk Assessment Report**

Ms. Mia Garza Community Services Associate Director presented the SIR report for the month of November.

**Total Incidents 483**

**115** Incidents reportable to DDS.

**368** Incidents not reportable to DDS.

**7 Deaths**

5 Consumers reported missing with 0 not yet located

18 Suspected Abuse/Exploitation

11 Injuries Requiring Treatment Beyond First Aid

27 Medical Need/Accident

4 Victim of Crime

1 Suspected Neglect

42 Unplanned hospitalizations

**2. Development of the November 13, 2023, Board Meeting**

There will not be a Board Education on the Independent Audit presentation will be done instead.

**a. President's Report: Glendora Pitre**

1. "Thankfulness"

**b. Executive Director's Report: Javier Zaldivar**

1. Diversity Outreach Update
2. Employment Programs Update
3. Health and Safety Awareness Strategy

**c. Directors of Consumer Services: Mike Keeley**

1. New and Closing Programs
2. Self-Determination Update

**d. Committee Reports:**

**Fiscal** – There will be a report.

**Board Development** - There will be a report and two action items:

1. **Action Item:** Recommendation to approve the election of Ms. Uma Venkatesh to her first two-year term on the Board.
2. **Action Item:** Recommendation to approve the re-election of Ms. Elisabeth Einaudi to her third and last two-year term on the Board.

**People's Advisory Committee** – There will be a report.

**Quality Assurance Advisory** – No Report

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

**Program Policy** - There will be a report and two action items:

1. **Action Items:** Recommendation to Adopt the *Psychiatric Policy*, and the *Employment First Policy*

**3. Director's Update**

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

**4731 Complaints and Whistleblowers submitted (New).**

*4731 is a client's rights violation, SARC then investigates and has 21 days to respond to the complaint, 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.*

- There were four 4731 complaints reported:
  1. Allegation that agency abused staff a long time ago.
  2. Allegation that agency did not support an individual with Deaf and Hard of Hearing (DHOH) issues. A CAP (Corrective Action Plan) has been issued and SARC will provide technical support so they can provide necessary support.
  3. Allegation to DDS against SARC for not authorizing a spending plan, having the incorrect address on DDS' website, and wants all forms on website. It is under investigation.
  4. Allegation against the service coordinator and manager for not doing an IPP on time. SARC will provide training.

- There was one whistleblower reported:
  1. An allegation that a therapy agency is not fingerprinting their staff.
- CRDP (Community Resource Development Plan) success story – an individual that was in College Hospital was placed in a specialized home and is doing well.

#### **4. ARCA Documents**

Mr. Zaldivar informed the committee of ARCA's "Membership Standards and Practices Framework" agreement that the regional center Boards must approve.

#### **5. Announcements**

Upcoming Events:

- 11/18/2023 Holiday Craft Fair
- 11/18/2023 Conference in Soledad
- 12/2023 Sensory Santa at Christmas in the Park

#### **6. Other**

None

#### **7. Next committee/meeting date**

**Wednesday, January 3, 2024, at 5:00 p.m.**

#### **8. Adjournment**

There being no further discussion, the meeting adjourned at 6:08 p.m.