



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

Zoom Link: -<https://us06web.zoom.us/meeting/register/tZMtcO2uqjMiHNJ23jA5Y0xtkzUzchBtIXfz>

**Date: Wednesday, January 18, 2023**  
**Time: 6:00 - 8:00 pm**



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

## AGENDA



**6:00—6:02 I.** Call to Order & Introduction. . . . . Glendora Pitre



**6:02 — 6:05 II.** Vision Statement. . . . . Alicia Mesa



**6:05 — 6:09 III.** Approval of Minutes

1. Board Meeting Minutes - 11/21/22
2. Fiscal Committee Meeting Minutes - 11/21/22
3. Service Provider Advisory Committee Meeting Minutes - 12/6/22
4. Program Policy Committee Meeting Minutes 1/4/23
5. Board Development Committee Meeting Minutes – 1/4/23
6. Executive Committee Meeting Minutes - 1/4/23
7. Quality Assurance Advisory Committee Meeting Minutes 1/10/23
8. People’s Advisory Committee Meeting Minutes –



**6:09— 6:20 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 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.



**6:20 — 6:30 V.** Presidents Report . . . . .Glendora Pitre  
 1. Martin Luther King Jr.



**6:30 — 6:55 VI.** Executive Director’s Report. . . . . Javier Zaldivar  
 1. Diversity Outreach Update  
 2. Employment Programs Update  
 3. Health and Safety Awareness Strategy  
 4. Budget Update



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



**7:15 — 7:40 VIII.** Committee Reports  
 1. Fiscal . . . . . Elisabeth Einaudi  
 2. Board Development . . . . . Glendora Pitre  
 3. Quality Assurance Advisory . . . . .Glendora Pitre  
 4. Service Provider Advisory . . . . . Erika Gonzalez  
 5. Program Policy . . . . . Lisa Lopez  
 6. People’s Advisory Committee . . . . . Maya Bareket



**7:40 — 7:45 IX.** Public Comment



**7:45 — 7:50 X** Board Comment



**7:50 — 8:00 XI.** Announcements



**8:00 XII.** Adjournment

**SAN ANDREAS REGIONAL CENTER**  
**Board of Directors Meeting Minutes**  
**Via Zoom**  
**November 21, 2022**

<b>Presiding:</b>	Glendora Pitre Board President	
<b>Board Members Present:</b>	Maya Bareket Jon Drennan Erika Gonzalez Lisa Lopez Alicia Mesa Daniel Stickney	Veronica Contreras Elisabeth Einaudi Andy Le Gus Maldonado Rajesh Patel
<b>Board Members Absent:</b>	Cole Baurmeister Jock Mayes	Nefte Couttolenc
<b>Staff Present</b>	Danielle Cardenas Jim Elliott Robert González John Hunt Angel Johnson Annalissa Navalta Phien Phan Ann Sieber Francisco Valenzuela	Karla Cruz Mia Garza Lisa Hartley Gina Jennings Mike Keeley Arushie Nugapitiya Irene De La Rosa Minerva Valdez Javier Zaldivar
<b>Community Present:</b>	Jaclyn Balanay (DDS) David Grady (SCDD) Alex Le Sarah Macy	Jessica Gudino Laura Noland Kristel Maikanz Laura Noland

**CALL TO ORDER**

Ms. Glendora Pitre Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 5:00 p.m. via zoom, 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. Pitre read the mission statement.

**APPROVAL OF MINUTES**

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

1. Board Meeting Minutes - 10/17/22
2. Fiscal Committee Meeting Minutes - 10/17/22
3. Service Provider Advisory Committee Meeting Minutes - 10/26/22
4. Program Policy Committee Meeting Minutes
5. Board Development Committee Meeting Minutes – 11/1/22
6. Executive Committee Meeting Minutes - 11/1/22
7. Quality Assurance Advisory Committee Meeting Minutes 11/8/22

### **Independent Audit Report**

- Alex Le and Kristel Maikranz introduced themselves as independent auditors for SARC and presented their FY21-22 audit report to the Board.
- SARC did good overall
- A clean opinion was issued
- Per Elizabeth Einaudi the Board will vote on approval of the audit next month after there is more time to review the report.

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

Mr. David Grady stated that SCDD has been able to connect more frequently and create more self-advocate groups because of COVID-19 and zoom.

### **PRESIDENT'S REPORT**

Ms. Glendora Pitre gave a speech on holidays for people with disabilities or special needs. She gave alternatives that individuals can enjoy if they don't identify with the typical Christmas traditions.

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

- Hosted 3rd Annual Holiday Craft Fair on 11/19
- Hot Chocolate and Santa in San Benito County in December
- In 2019 SARC supported South Monterey County Spanish Speaking Conference in Soledad with over 200 families in attendance.
- Javier Zaldivar mentioned the Little Hoover Commission for CA, modeled after the federal oversight committee: Hoover Commission. The last review of the RC system was 30 years ago. A 3rd hearing is scheduled for 12/08/2022 and for the Board to expect a full report by early 2023 with recommendations.

## **Diversity Outreach Update**

- Minerva Valdez presented SARC's Disparity Report:
  - SARC has a Tribal Engagement Grant and on 11/02/222 we were at the Cultural Center in San Jose.
  - SJC Holiday Resource Fair in December
  - Other Native American events in December
  - SARC has had 470 referrals since 07/01/2022.

## **Employment Update**

Ms. Katherine Sanders presented the report:

1. DDS Employment Workgroup
  - a. By November 30, 2022, all applicants will be notified of grant awards and will be posted to the DDS website.
  - b. All projects should begin December 1, 2022, at the earliest and January 30, 2023, at the latest.
  - c. Any projects awarded in SARC catchment area, will connect with Katherine about how SARC can support and collaborate.
  - d. Updates on the project will be posted on the DDS website
2. New Quality Incentives
  - a. Employment Capacity
    - i. Reimbursement payments for staff who go through ACRE training or pass the CESP exam.
    - ii. DDS is working on a beta portal for providers to submit documentation for each staff member. They are hoping to have the portal ready by early 2023.
  - b. Employment Access
    - i. Additional payments for placement into CIE (Competitive Integrated Employment).
    - ii. We will be adding the sub-codes to those providers who already have an approved CIE program design addendum. We will be rolling out updated documentation by March 2023. Please attend the employment roundtable for more information or keep an eye out for my emails.
3. LPAs (Local Partnerships) continue to meet (3 of them) working at connecting with employers, supporting job developers and resources/education for parents.
  - a. The Santa Clara County Business Advisory Committee put on an Employer Panel where we got to hear from employers the benefits of hiring people with disabilities!

## **Performance Contract 2023-2024**

Jim Elliott presented SARC's Annual Performance Contract highlighting these topics:

- DDS has changed the reporting period from calendar year to fiscal year
- Regional Center Performance Measures discussed:
  - Early Start
  - Employment

- Equity and Cultural Competency:
- Individual and Family Satisfaction
- Person-Centered Services Planning
- Service Coordination and Regional Center Operations
- Public Policy Performance Measures
- Compliance Measures
- Opportunity to give feedback was allowed, non-received
- The report will be posted on SARC's website for more information

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

### **Self Determination Update:**

- Mike Keeley presented the SDP Report, which is an alternative way to secure services:
  - 6 new intakes for a total of 116 active cases
  - Average age is 21
  - 34 Caucasian, 11 Vietnamese, 16 Spanish, 11 Indian, 10 Chinese, 2 Russian, 4 Korean, 1 Japanese, 1 African American, 6 Multi-ethnic, 10 Other/Unknown
  - FMS Agency being used: 75 Aveanna, 29 GT Independence, 12 Other
- Parents-Helping-Parents Updates, a community-based organization helping support those in SDP:
  - English cohort groups are doing well. Spanish and Vietnamese cohorts are not doing well.
  - Looking for different approaches to garner more participation

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

### **2 New**

- SLS agency in South County
- Residential Care Facility in Santa Clara County

### **0 Closed**

Ms. Garza explained the differences per home level at Board request.

## **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 September 2022 was \$40.2M and the year to date was \$128.3M. The current allocation is \$655.5M.

## 2. Individuals Served

The number of individuals served as of September 2022 was 17,337. This is an increase of 208 since September 2021.

## 3. Operations (OPS)

Expenses for the month of October were \$4M and the year to date was \$15.4M. The Fiscal Year Projection is \$53.1M and the estimated allocation is \$53.3M. This leaves us with a surplus of approximately \$103K.

## 4. Cash Position

The cash position through the end of October was \$95.8M. This is a decrease of \$2.2M since September.

## 5. Donation Fund

The balance in the Donation Fund through the end of October was \$361K. This is an increase of \$230. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

*\*\*The Board of Directors approved the "Independent Auditor's Report 2022 and 2021" via e-mail on December 3, 2022*

<b>Name</b>	
<i>Maya Bareket</i>	Yes
<i>Cole Baurmeister</i>	
<i>Veronica Contreras - V Pres.</i>	Yes
<i>Nefte Couttolenc</i>	
<i>Jon Drennan</i>	Yes
<i>Elisabeth Einaudi - Treasurer</i>	Yes
<i>Erika Gonzalez -spac</i>	Yes
<i>Andy Le</i>	Yes
<i>Lisa Lopez</i>	Yes
<i>Gus Maldonado - Sec.</i>	Yes
<i>Jock Mayes</i>	
<i>Alicia Mesa</i>	Yes
<i>Rajesh Patel</i>	Yes
<i>Glendora Pitre - President</i>	Yes
<i>Daniel Stickney</i>	Yes

## **BOARD DEVELOPMENT**

- The minutes are in the packet.

## **QUALITY ASSURANCE ADVISORY COMMITTEE**

- Had their 2nd meeting on 11/08 and the minutes are in the packet

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

- Will meet in early December due to the holidays. October's meeting minutes are in the packet.
- Conversations on alternative services ending and traditional services continue.

## **PROGRAM POLICY COMMITTEE**

- Will meet in January so there are no minutes in the packet.

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

- Maya enjoyed the Service Above Self rewards dinner and gave a shoutout to Francisco for organizing the event.
- Francisco Valenzuela has potential advocates for 23 legislative outreach teams who will be introduced to the community at a later date.

## **ARCA**

- Per Glendora Pitre, they had a meeting in October where they were split into different groups as a breakout strategy to identify 3-4 important topics that ARCA should concentrate on with legislature and the Lanterman Act.

## **PUBLIC COMMENT**

None

## **BOARD COMMENT**

None

## **ANNOUNCEMENTS**

- Had a very successful Holiday Craft Fair, with 65 individuals served were vendors. Received great feedback from the community and look forward to next year's event.
- SARC's Years of Service celebration scheduled for 12/16 with 43 staff being recognized. Board members who would like to attend may contact Francisco for information.
- SARC is hosting a movie day with Council Member Jimenez and Council Member Foley on 01/21 or 01/22 who reached out to SARC to put something



together at the AMC Theatre Eastridge. More information to be shared with the community later.

### **ADJOURNMENT**

- Meeting adjourned.
- Next meeting will be in January and information to be provided by Lourdes.
- The Board has adopted a 50/50 in-person/virtual meeting schedule per the Board Retreat.
- Board members are to attend the Executive Board session in the breakout rooms.

Recording Secretary, Mr. *Robert Gonzalez*

Submitted by,

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Mr. Gus Maldonado

**San Andreas Regional Center  
Board of Directors  
Fiscal Committee - Meeting Minutes  
November 21, 2022**

**Committee Members Present:** Jon Drennan Elisabeth Einaudi  
Lisa Lopez Gus Maldonado  
Rajesh Patel Glendora Pitre  
Daniel Stickney

**Committee Member Absent:** Nefte Couttolenc

**Staff Present:** Karla Cruz Robert Gonzalez  
John Hunt Annalissa Navalta  
Phien Phan Javier Zaldivar

**Community Present:** Jessica Gudino Alex Kalau  
Alex Le Kristel Maikanz  
Sarah Macy Laura Noland

Meeting called to order at 4:05 pm. by Elisabeth Einaudi Committee Chair.  
The Fiscal Committee met via zoom.

**Fiscal Packet**

Mr. John Hunt, CFO reported on the Monthly Fiscal Summary.

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

The Purchase of Service expense for the month of September 2022 was \$40.2M and the year to date was \$128.3M. The current allocation is \$655.5M.

**2. Individuals Served**

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## **5. Donation Fund**

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## **6. Independent Accountants Audit Report**

- John Hunt gave a quick explanation on why we do audit reports for the new Board members.
  - SARC is required to have an independent audit done every year for transparency and to prove that SARC is fiscally responsible with taxpayer money.
  - Legislature set parameters that requires the RC change audit firms every few years
- Alex Le and Kristel Maikranz introduced themselves as independent auditors for SARC and presented their FY21-22 audit report to the Fiscal Committee, these topics were discussed:
  - Financial Section
  - Responsibility in Relation to the Financial Statement Audit
  - Planned Scope and Timing of the Audit
  - Compliance with All Ethics Requirements Regarding Independence
  - Significant Risks Identified
  - Qualitative Aspects of the Center's Significant Accounting Practices
  - Significant Unusual Transactions – none
  - Significant Difficulties Encountered - none
  - Uncorrected and Corrected Misstatements
  - Disagreements With Management – none
  - Circumstances that Affect the Form and Content of the Auditor's Report - none
  - Representations Requested from Management
  - Management's Consultations with Other Accountants
  - SARC received a clean audit opinion

## 7. Other

- Gus Maldonado says there are talks of budget shortfalls at the state level that may affect SARC. Is there anything SARC can do about this?
  - John Hunt says we will receive whatever DDS allocates to us. There is a \$100B surplus currently and a \$25B deficit next year and we are not sure how this will affect SARC.
  - Javier Zaldivar says it's only talks and projections, but that the state has a \$38B rainy day fund that has been building the past few years and SARC does not anticipate a big change. The legislature has made numerous commitments to the service system recently. We will have more information after the governor submits his budget after 01/10/2023 and the statute to be signed on 06/15/2023.

## 8. Next Meeting Date

**January 18, 2023, at 5:00 p.m. In person**

## 9. Adjournment

With no further discussion the meeting was adjourned at 5:00 p.m.

*Recorded by Robert Gonzalez*

**San Andreas Regional Center Board of Directors  
SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)  
Meeting Minutes (via zoom)  
December 7, 2022**

<b>Members Present</b>	Tade Akintade Melanie Gonzales Beth Prentiss	Erika Gonzalez (chair) Desiree Luong Sylvia Yeh
<b>Members absent</b>		
<b>Staff Present</b>	Natalie Baylosis Mia Garza John Hunt Michelle Livoni Arushie Nugapitiya Anna Wall Javier Zaldivar	Karla Cruz Lourdes Gonzalez Gina Jennings Monica Martinez Jeany Pek Francisco Valenzuela
<b>Community Present</b>	Brittany Howard Christine Shene Debbie Ellis Jackie Gana John Flint Mark Sung Sarah Macy Sharmean Heffernan Wesley Moss	Christine Shene David Grady Freya Childers Jake Dunbar Mahteme Lakew Mitachew Abebe Sarah Verity Tony Green 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.

**Provider Input**

Mr. Zaldivar Executive Director gave some updates:

- 12/12/22 Parent/Caregiver Meeting in San Jose
- 12/13/22 Service Provider Meeting in San Jose
- 12/15/22 Peninsula Ballet Theater's Nutcracker for our individuals

**Director Update**

Mr. Javier Zaldivar Executive Director discussed the following issues:

- The performance Contract Measures have been posted on the website, review it and submit any feedback to SARC. <chrome-extension://efaidnbnmnibpcajpcglclefindmkaj/https://www.sanandreasregional.org/app/uploads/2019/05/2018-Proposed-Outcomes-and-Measures.pdf>
- The Little Hoover Commission Hearing will continue on 12/8/22, participate and have your voice heard

- End of year rate increase will be sent in January 2023, send invoices
- Submit all minimum wage increase request on time for 2023

### **New and Closing Programs**

Ms. Mia Garza gave the report:

#### **5 New**

- Speech language program in Santa Cruz County
- Competency Restoration Training in Santa Clara County
- Translation Program All Counties
- Service Provider
- Self Determination Services All Counties

#### **3 Closed**

- Supported living agency
- Day Care provider due to license taken away
- Activity Program

### **Community Services Update**

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

- Alternative Services Directive will end on 12/31/22
- Remote services will still be allowed to provide flexibility to individuals and families that request it, as long as it is an Interdisciplinary Team decision
- Those that want to provide Taylor Day services must add an addendum to their program design

Self Determination supports coming:

- Self-Directive
- FMS (Financial Management Services)
- Transition
- IPP
- Budget/Spending Plan management
  
- DDS is giving a Social Recreation grant apply for the opportunity

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

Ms. Mia Garza gave an update on EVV:

- It is a requirement
- Deadline is January 2023
- DDS is offering zoom meetings and office hours on the subject
- DDS is tracking closely and reporting who is compliant, many providers have not signed-up yet

Mr. Mike Keeley clarified the difference between remote and alternative services and explained that with Self Determination the provider must make an agreement with the individual served, but the financial piece of it must be done with SARC.

### **Health and Safety Waiver Awareness Strategy (H&SW)**

Ms. Michelle Livoni, the HCBS specialist discussed these issues:

- If providers need to access the bilingual rate they can contact Ms. Livoni for help.

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

Ms. Michelle Livoni, the HCBS specialist discussed these issues:

- Reaching out to providers when more documentation is needed
- More trainings are coming
- Remediation clinics coming
- DDS will send a directive for the next step on the final rule
- Deadline for 2021 grants is 2/2023

## **Employment**

Ms. Mia Garza gave an update:

- DDS is reaching out to those providers that applied for a grant please loop SARC in the communication
- Quality incentive program and employment capacity will give funds to vendor more information to come

## **Emergency Preparedness**

Ms. Natalie Baylosis Emergency Coordinator discussed these issues:

- Earthquakes are becoming more frequent train your staff and the individuals your serve
- Temperatures are dropping leading to power outages know where to find warming centers in your area
- If help is needed to update your emergency plan reach out
- PPE is still available
- Emergency Preparedness Trainings will begin in 2023

## **Announcements:**

Mr. Francisco Valenzuela announced these events:

- There are 35 new officials that will need to be educated in our system
- 12/12/22 Parent/Caregiver Meeting in San Jose
- 12/13/22 Service Provider Meeting in San Jose

## **SCDD Central Coast**

Mr. David Grady Regional Manager discussed the following issues:

- Law enforcement training program continues, will partner with the ARC to train on "Pathway to Justice"
- Planning a training on Behavioral Health with clinicians that have a contract with the county and need to learn about Developmental Disabilities and autism

## **Next SPAC Committee Meeting:**

**January 25, 2023, via zoom at 10:00 a.m.**

## **Adjournment**

The meeting was adjourned at 11:5 a.m.

**San Andreas Regional Center  
Board of Directors  
Program Policy Committee Minutes  
January 4, 2023**

**Committee Members Present:** Lisa Lopez  
Alicia Mesa  
Andy Le  
Rajesh Patel

**Committee Members Absent:** Maya Bareket

**Staff Present:** Mia Garza  
John Hunt  
Javier Zaldivar  
Lourdes González  
Mike Keeley

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

**1. Role of San Andreas Regional Center in Securing Services for Individuals**

The policy was revised, and it will stay the same.

**2. Transition**

The policy was revised, and it will stay the same.

**3. Other**

None

**4. Policy Tracking List**

Policies to be reviewed next:

- Employment First
- Health Care
- In-Home Skilled Nursing Services
- Urgent Intervention Services

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

**Tuesday, February 7, 2023, at 3:30 p.m.**

**6. Adjournment**

There being no further discussion, the meeting adjourned at 4:30 p.m.







## **2. Development of the January 18, 2023, Board Meeting at the San Jose office.**

There will be a Board Education, the topic will be “State Budget Submission, Approval Process, Cycle, and Purchase of Service in regard to SARC” CFO Mr. John Hunt and his team will present.

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

### **a. President’s Report: Glendora Pitre**

1. Martin Luther King

### **b. Executive Director’s Report: Javier Zaldivar**

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

### **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 three action items:

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

**Quality Assurance Advisory** – There will be a report

**Service Provider Advisory** – There will be a report and one action item.

**Program Policy** - there will be a report and two action items.

**ARCA** - there will be a report

## **3. Director’s Update**

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

### **High Profile Incidents:**

- Police shooting incident - SARC is supporting the family through the investigation
- Individual attacks police in Monterey County found non-competent and put on a diversified plan
- For any questions re-direct them to Javier’s office

### **4731 Complaints and Whistleblowers submitted.**

*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 three 4731 complaints reported:
  1. Recurring Individual submitted complaint, it was dismissed, and he lost
  2. Individual complained about not getting mileage reimbursement, but it was not 4731 it was dismissed
  3. Submitted against SARC for not buying tricycle, working on the resolution still
  
- There were two whistleblowers reported:
  1. Home was in poor condition, with no staff, food, or medicine, a CAP (Correction Action Plan) issued
  2. Home with broken hip individual was put on a CAP, have not seen Medical Plan yet

Mr. Zaldivar informed that SARC is monitoring the evacuation orders due to the rain for our catchment area. Alert media has been used and everyone is okay so far.

### **4. Announcements**

- 4/29/2023 Legislative Luncheon in Villa Ragusa

### **5. Other**

The committee discussed Board attendance and the consequences of not attending meetings. They determined to address an individual with attendance issues.

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

**Tuesday 7, 2023 at 5:00 p.m.**

### **7. Adjournment**

There being no further discussion, the meeting adjourned at 6:07 p.m.

**San Andreas Regional Center  
Quality Assurance Advisory Committee via Zoom  
January 10, 2023**

**Committee Members Present:** Maya Bareket Lisa Lopez  
Alicia Mesa Rajesh Patel  
Glenda Pitre – Chair

**Committee Members Absent:** Veronica Contreras

**Staff Present** Natalie Baylosis Mia Garza  
Lourdes Gonzalez Mike Keeley  
Katie Magleby Lisa Rund

The meeting was called to order by Ms. Glendora Pitre committee Chair at 4:02 p.m. via zoom.

**I. Special Incident Reports: Dec.**

893 Total number of incidents.

14 Total number of deaths.

179 Incidents reportable to DDS.

714 Incidents not reportable to DDS.

70 Unplanned hospitalizations with 23 consumers remaining hospitalized.

19 Planned hospitalizations.

3 Consumers reported missing with 0 not yet located

Breakdown of Incident Reports by Residence type:

RCH - 419 ICF - 26 SNF/NF - 7 ILS - 52 SLS - 129 Family Home - 236

Foster Home - 0 Family Home Agency - 11 Psych Treat/Other - 13

**I. Special Incident Reports: Jan.**

818 Total number of incidents.

13 Total number of deaths.

111 Incidents reportable to DDS.

707 Incidents not reportable to DDS.

51 Unplanned hospitalizations with 11 consumers remaining hospitalized.

20 Planned hospitalizations.

3 Consumers reported missing with 0 not yet located

Breakdown of Incident Reports by Residence type:

RCH - 353 ICF - 29 SNF/NF - 7 ILS - 61 SLS - 83

Family Home - 253 Foster Home - 1 Family Home Agency - 6 Psych Treat - 25

**Highlights:** Ms. Magleby went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation. She also shared specific details of the missing individuals like gender, ethnicity, and living situation. She stated that financial abuse is trending up lately, scam training has been scheduled.

**II. Quality Assurance (QA) Jan.**

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

  1   Out of   1   scheduled FMs completed.  
  1   Facilities received recommendations  
  1   Facilities received corrective action plans

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

  1   Out of   1   scheduled QAs completed.  
  1   Facilities received recommendations  
  0   Facilities received corrective action plans

**C. Trainings:**

No trainings scheduled for December 2022

**D. Standing QA Meetings:**

Mortality/Morbidity Meeting 01/11/23 13 attendees

Mortality and Morbidity: 14 Number of deaths

  0   Infants   1   Children   6   Adults   6   Elderly

**II. Quality Assurance (QA): Dec.**

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

 12  Out of  12  scheduled FMs completed.  
  2  Facilities received recommendations  
  3  Facilities received corrective action plans

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

 23  Out of  23  scheduled QAs completed.  
  1  Facilities received recommendations  
  0  Facilities received corrective action plans

**C. Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN) Visits:**

 13  completed

**D. Enhanced Behavior Support Homes (EBSH) Monitored**

  8  Out of   9  completed.

**E. Trainings:**

Service Provider Facility Monitoring Training 11/03/22 23 attendees.  
Residential Services Orientation Training 11/08/22 6 attendees

**F. Standing QA Meetings:**

Mortality/Morbidity Meeting 11/08/22 11 attendees  
Mortality and Morbidity: 14 Number of deaths  
0 Infants 0 Children 9 Adults 5 Elderly

**G. Highlights:**

Ms. Jordan updated the committee on the specific details of the deaths, such as gender, age, living arrangement, and cause of death. She reported for both December and January data.

**III. Health Services:**

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

Class (Max attendance)	# Completed	Total Attendees	Test 1 Pass/Fail	Test 2 Pass/Fail
Assisting with Medications (20)	2	13/13	24/2	2/0
Basics of Nutrition and Obesity (20)				
Dementia	1	12	12/0	
Difficulty Swallowing and Aspiration (20)				
Oral Health				
Pressure Sore Prevention & Recognition (20)	1	13	13/0	---
Recognizing Signs of Abuse (20)	1	11	11/0	---
Restricted Health Conditions (20)	1	8	8/0	
RN Training				
Signs/Symptoms of Illness/Injury (20)				
Special Incident Report (20)	2	12/16	28/0	---
Thinking Ahead (20)	1	15	15/0	---
What is Epilepsy (20)	1	12	12/0	
Totals	5	64	63/1	1/0

## **B. Current projects/activities:**

### **PPE (Personal Protective Equipment) Donations All Counties:**

#### **November PPE Donation.**

- 8 care providers requested PPE for Covid and antigen test.
- 2 families received PPE
- SARC also offered antigen test kits to the employees requesting them
  - San Jose 180 test boxes (2 test per box) to employees and providers visiting during training classes
  - Salinas office 30 test kits (2 test per kit)
  - Watsonville office 10 test kits given to employees

In November SARC Health Services offered support and guidance to 11 care homes that had residents with a result of covid + ( all counties) . Those homes completed a daily report submitted to case manager liaison, their DM, and Health services coordinator until cleared to resume their normal activities.

#### **December PPE Donation.**

- 17 care providers received PPE for Covid and antigen test kits.( 60 test for each home)
- 4 families requested PPE
- San Jose office, donated over 270 boxes (2 test each) of antigen tests to SARC employees, and providers attending classes.

#### **Covid Update:**

- There was an increase in Covid positive cases in our population. Health Services offered support and guidance to 24 care homes ( all counties) that had residents with a result of covid +. Those homes completed a daily report that was submitted to case manager liaison, their DM, and to Health services coordinator until cleared to return to normal.
- December did show an increase in respiratory diseases. Covid +, Flu or RSV (RESPIRATORY SYNCYTIAL VIRUS). HSU (Heath Service Unit) only tracked current covid cases.
- SARC has received notice of FLU and RSV cases in our populations.

#### **C. Highlights:**

Health Services has secured more covid test kits ( 3000 tests) donated by CDPH (California Department of Public Health) and testing task forces to be offered to Care Providers, individuals served, and SARC employees. Those tests have a shelf life much longer than previous and will remain good until September 2023.

Contact for the testing task force was also provided to each care home that had covid + cases.



**IV. Supported Living Services (SLS):**

**A.** SLS QA's: San Andreas is resuming the biennial QA reviews in January of 2023. None were conducted in December of 2022.

**B.** Due to the holidays, the SLS Roundtable for vendors was not held.

**Highlights:**

The next Roundtable Meeting will be conducted via Zoom on January 11, 2023. Following that, the February meeting will be held via Zoom on February 8, 2023.

**Supported Living Orientation for Individuals and Families**

  0   Completed,   0   Total attendees

**SLS New Vendor Orientation**

  0   Completed,   0   Total attendees

**V. Community Services:**

Residential Service Orientation (RSO)   0   Completed,   0   Total attendees

RSO (mini for FHA)   0   Completed,   0   Total attendees

**VI. Emergency Response Plan Report**

**A. Current projects/activities:**

1. Training

a. Working on training calendar for 2023.

**B. DDS Statewide Initiatives**

a. Go Kits for High Fire Risk Areas utilizing ILS/SLS support services

i. First shipment of Go-Kits has been delivered.

ii. New dates for 2023 are being added now.

b. Battery Back-Ups for High Fire Risk Areas utilizing ILS/SLS support services and relying on power dependent equipment

i. SVILC has delivered all but 1 battery.

c. Communication Card/Training Videos for DHOH+ and Blind/Low-Vision Communities in partnership with the DHOH Specialists at each Regional center.

**Highlights:**

**Currently responding to the Atmospheric River. More than 200 individuals, vendors and staff were impacted by this Winter Weather Event.**

### **Emergency Monitoring for November**

# of emergency events monitored: 40 total emergency events monitored

- 13 Fires
- 5 HazMat Situations
- 6 Technological/Man-Made Situations
- 10 Earthquakes
- 6 Weather Warnings

# of individuals evacuated: 0 individuals

# of drills hosted: 0

# of trainings offered: 0

### **Emergency Monitoring for December**

# of emergency events monitored: 16 total emergency events monitored

- 0 Fires
- 3 HazMat Situations
- 2 Technological/Man-Made Situations
- 7 Earthquakes
- 4 Weather Warnings

# of individuals evacuated: 0 individuals

# of drills hosted: 0

# of trainings offered: 0

### **VI. Other:**

Ms. Baylosis announced that she is leaving her position, the committee wished her well.

### **VII. Next QAAC meeting is scheduled for:**

**Tuesday, February 7, 2023**

### **VIII. Adjournment:**

**There being no further discussion, the meeting adjourned at 5:00 p.m.**