



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

Date: Wednesday, February 22, 2023

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

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

<https://us06web.zoom.us/meeting/register/tZEpdOmvqTgvHN3Vced25wLzvF-F0eSIJCs7>

AGENDA



5:00 — 5:02 I. Call to Order & Introduction. Glendora Pitre



5:02 — 5:05 II. Vision Statement. Daniel Stickney



5:05 — 5:09 III. Approval of Minutes

1. Board Meeting Minutes - 1/18/2023
2. Fiscal Committee Meeting Minutes - 1/18/2023
3. Service Provider Advisory Committee Meeting Minutes - 1/25/23
4. Program Policy Committee Meeting Minutes 2/7/23
5. Board Development Committee Meeting Minutes – 2/7/23
6. Executive Committee Meeting Minutes - 2/7/23
7. Quality Assurance Advisory Committee Meeting Minutes 2/14/23
8. People’s Advisory Committee Meeting Minutes –



5:09— 5:20 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.



5:20 — 5:35 V. Presidents ReportGlendora Pitre
 1. Black History



5:35— 6:00 VI. Executive Director's Report. Javier Zaldivar
 1. Diversity Outreach Update
 2. Employment Programs Update
 3. Health and Safety Awareness Strategy



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



6:20 — 6:45 VIII. Committee Reports
 1. Fiscal Elisabeth Einaudi
 2. Board Development Maya Bareket
 3. Quality Assurance AdvisoryGlendora Pitre
 4. Service Provider Advisory Erika Gonzalez
 5. Program Policy Lisa Lopez
 6. People's Advisory Committee Maya Bareket
 7. ARCA Glendora Pitre



6:45 — 6:50 IX. Public Comment
Introductions:
Raania Mohsen *Disability Affairs Officer with the City of San José*
Mollie McLeod *Project Manager at Disability Affairs with the County of Santa Clara*



6:50 — 6:55 X Board Comment



6:55 — 7:00 XI. Announcements
 *Legislative Luncheon 4/28/23
 *Challenger Project



7:00 XII. Adjournment

**SAN ANDREAS REGIONAL CENTER
Board of Directors Meeting Minutes
San Jose Office
January 18, 2023**

Presiding: Glendora Pitre Board President

Board Members Present: Maya Bareket
Jon Drennan
Erika Gonzalez
Lisa Lopez
Rajesh Patel

Veronica Contreras
Elisabeth Einaudi
Andy Le
Gus Maldonado

Board Members Absent: Cole Baurmeister
Alicia Mesa

Nefte Couttolenc
Daniel Stickney

Staff Present

Danielle Cardenas
Mia Garza
Robert González
John Hunt
Mike Keeley
Annalissa Navalta
Phien Phan
Minerva Valdez
Jazmin Angulo
Lorena Villanueva
Francisco Valenzuela

Karla Cruz
Lourdes Gonzalez
Lisa Hartley
Angel Johnson
Edgar Naranjo
Arushie Nugapitiya
Irene De La Rosa
Katherine Sanders
Corina Bobeda
Laura Washington

Community Present: Jaclyn Balanay (DDS)

Via Zoom

Vanessa Oamelda
Evette Ybarra
Jamie Nguyen
Jennifer Lucas
Steve Tsou
Pauline Tran
Elisabeth Aultman
Melissa Gonzalez

Rommel Sanchez
Ivett Vasquez
Graciela Franco
Julie Castro
Jessica Gudino
Khuyen Nguyen
Stephanie Wilder
Aisha Ujah

CALL TO ORDER

Ms. Glendora Pitre Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 6:10 p.m. at the San Jose Office, 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/Lopez) No further discussions. All in favor, Motion carries.

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

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST

Ms. Jennifer Lucas gave an update on these issues:

- Bridging the gap activities
- Trainings of law enforcement in collaboration with SARC
- Special Education workshops
- Focus on supporting Self Advocates in Leadership roles.
- Self Determination website is almost complete.

PRESIDENT'S REPORT

Ms. Glendora Pitre gave a speech on Martin Luther King Jr. She played a radio news soundbite from the day of the assassination, it was thought provoking. Ms. Pitre focused on the fact that humanity is not born with hatred in their hearts, but that hatred, prejudice, and racism are learned behaviors. It is up to us now to carry out Martin Luther King Jr.'s message and make a difference..

EXECUTIVE DIRECTOR'S REPORT:

Mr. Mike Keeley gave a Governor's budget update:

- The expected increase in individuals served is 20 thousand.

Funding Supports for:

- Reduced Caseload Ratio for Children Aged 0-5
- Minimum Wage Adjustment
- STAR (Stabilization Training Assistance Reintegration) Home Staffing Adjustments and Intermediate Care Facility Licensure
- Uniform Fiscal System Modernization (UFSM) and the Consumer Electronic Records Management System (CERMS) Project Planning
- Fairview Warm Shutdown
- Complex Needs Residential Program Increase of start-up resources to develop three 5-person residential homes for individuals with highly complex needs.
- Rate Model Assumptions Increase of ongoing funding to adjust service provider rates for mileage based on updates to the federal Internal Revenue Service mileage rate.
- Extension of 10 Beds at Porterville Developmental Center to maintain compliance with the 28-day timeline to provide services to individuals deemed incompetent to stand trial.
- Disparities within the Developmental Services System
- Protective Proceedings
- Trauma-Informed Services for Foster Youth
- Autism Services Branch increase by six positions
- Service Provider Rate Reform
- Lanterman Act Provisional Eligibility Ages 3 and 4
- Resources to Support Individuals Who Are Deaf
- Work Activity Programs
- Suspension of Annual Family Program Fee and Family Costs
- Systemic, Therapeutic, Assessment, Resources and Treatment (START) Training
- Self-Determination Ongoing Implementation

Diversity Outreach Update

Ms. Minerva Valdez presented SARC's Disparity Report:

- Tribal Engagement Grant – Education trainings have been scheduled.
- Working on the DHOH (Deaf and Hard of Hearing) Conference with MS. Evette Ybarra
- LAAC (Language Access & Cultural Competency) – Identifying the parent coordinators.
- Enhanced Caseload Low or no Pos – recruiting the 5th service coordinator position.

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.
4. The Person-Centered Thinking training for staff has had very positive results, the training specific for vendors will roll out soon.

Health and Safety Waiver Awareness Strategy (H&SW)

Ms. Mia Garza Community Services Associate Director informed that she is collaborating with Ms. Minerva Valdez Inclusion Manager, Michelle Livoni HCBS Specialist, and Ms. Evette Ybarra Deaf and Hard of Hearing (DHOH) specialist, to work on the strategy to do the outreach to identify individuals who will benefit from the H&SW process in their native language.

DIRECTOR OF CONSUMER SERVICES REPORT: Mike Keeley

NEW AND CLOSING PROGRAMS (November & December) – Mia Garza

9 New

- Two speech therapy programs
- Competency Training
- Translation Service
- Self-Directed Support

- Personal Assistant Service
- Nursing Service
- Housing Services
- Adaptive Skills behavioral program

8 Closed – Didn't provide services for a while.

- Four Supported Living Agencies served one individual only.
- Occupational Therapy
- Two childcare agencies
- Camping services

Self Determination Update:

- Mike Keeley presented the SDP Report, which is an alternative way to secure services and gives more flexibility to families.
 - 135 participants only but staff intensive
 - The average age is 21.
 - Different languages participating: Caucasian, Vietnamese, Spanish, Indian, Chinese, Russian, Korean, Japanese, African American
 - African American participation is low, looking for ways to increase it
- NeuroNav continues with their coaching.
- Parents-Helping-Parents Updates, a community-based organization helping support those in SDP:
 - Cohort groups for parents are doing well.

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 November 2022 was \$38.2M and the year to date was \$217M. The current allocation is \$655.5M.

2. Individuals Served

The number of individuals served as of November 2022 was 17,417. This is an increase of 283 since November 2021.

3. Operations (OPS)

Expenses for the month of December were \$4.1M and the year to date was \$23.5M. The Fiscal Year Projection is \$53.2M and the estimated allocation is \$53.3M. This leaves us with a surplus of approximately \$103.8K.

4. Cash Position

The cash position through the end of December was \$141.6M. This is an increase of \$45.7M since November.

5. Donation Fund

The balance in the Donation Fund through the end of December was \$360K. This is a decrease of \$1,464. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

The Board approved 3 contracts recommended by the committee.

- 1. M/S/C Moved to approve the Serra Medical Transportation Contract FY 2022-2023, FY 2023-2024, totaling \$4,526,400.00 (Pitre/Contreras) No further discussions. All in favor. One Abstention - Erika Gonzalez. Motion carries.**
- 2. M/S/C Moved to approve the Bay Area Housing Corporation Start Up Funding Contract FY 2019-2020, FY 2020-2021, totaling \$1,291.105.00 (Bareket/Maldonado) No further discussions. All in favor. One Abstention - Erika Gonzalez. Motion carries.**
- 3. M/S/C Moved to approve the YAI Corporation Start Up Funding Contract FY 2019-2020, FY 2020-2021, totaling \$1400,000.00 (Maldonado/ Lopez) No further discussions. All in favor. One Abstention - Erika Gonzalez. Motion carries.**

BOARD DEVELOPMENT

- The minutes are in the packet.

QUALITY ASSURANCE ADVISORY COMMITTEE

- The minutes are in the packet.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

- Provider only meetings continue, they want to improve communication with SARC on issues that impact them.

PROGRAM POLICY COMMITTEE

- The minutes are in the packet.

PEOPLE'S ADVISORY COMMITTEE (PAC)

- Ms. Bareket shared that the PAC groups will renew their programs and advocacy

PUBLIC COMMENT

Ms. Jessica Gudino asked to address the Board via zoom. Her message was for the Board to support their union negotiations in obtaining a higher salary.

Ms. Pauline Tran also asked to address the Board via zoom to ask for a raise.

BOARD COMMENT

None

ANNOUNCEMENTS

Mr. Francisco Valenzuela shared the roster of new legislators that will need to be educated in our system, he asked that the Board be a voice for SARC.

- 4/28/2023 Legislative Luncheon

ADJOURNMENT

Meeting adjourned at 7:33 p.m.

Recording Secretary, Mr. Lourdes Gonzalez

Submitted by,

Mr. Gus Maldonado

**San Andreas Regional Center
Board of Directors
Fiscal Committee - Meeting Minutes
San Jose Office
January 18, 2023**

Committee Members Present:	Jon Drennan Gus Maldonado	Elisabeth Einaudi Rajesh Patel
Committee Member Absent:	Nefte Couttolenc	Daniel Stickney
Staff Present:	Karla Cruz Lourdes Gonzalez Gina Jennings Annalissa Navalta	Mia Garza John Hunt Mike Keeley Arushie Nugapitiya

Meeting called to order at 5:05 pm. by Elisabeth Einaudi Committee Chair.
The Fiscal Committee met in person at the San Jose office.

Fiscal Packet

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

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The Purchase of Service expense for the month of November 2022 was \$38.2M and the year to date was \$217M. The current allocation is \$655.5M.

2. Individuals Served

The number of individuals served as of November 2022 was 17,417. This is an increase of 283 since November 2021.

3. Operations (OPS)

Expenses for the month of December were \$4.1M and the year to date was \$23.5M. The Fiscal Year Projection is \$53.2M and the estimated allocation is \$53.3M. This leaves us with a surplus of approximately \$103.8K.

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5. Donation Fund

The balance in the Donation Fund through the end of December was \$360K. This is a decrease of \$1,464. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

6. Contract Review

The committee reviewed three contracts to recommend to the full Board for approval.

- 1. M/S/C Moved to recommend to the full Board approval of the Serra Medical Transportation Contract FY 2022-2023, FY 2023-2024, totaling \$4,526,400.00 (Drennan/Maldonado) 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 Start Up Funding Contract FY 2019-2020, FY 2020-2021, totaling \$1,291.105.00 (Maldonado/Drennan) No further discussions. All in favor. Motion carries**
- 3. M/S/C Moved to recommend to the full Board approval of the YAI Corporation Start Up Funding Contract FY 2019-2020, FY 2020-2021, totaling \$1400,000.00 (Maldonado/Patel) No further discussions. All in favor. Motion carries**

7. Next Meeting Date

February 22, 2023, at 4:00 p.m. via zoom

8. Adjournment

With no further discussion the meeting was adjourned at 5:30 p.m.

Recorded by Lourdes Gonzalez

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

Members Present	Tade Akintade Melanie Gonzales Beth Prentiss	Erika Gonzalez (chair) Desiree Luong Sylvia Yeh
Members absent		
Staff Present	Karla Cruz Mia Garza John Hunt Michelle Livoni Arushie Nugapitiya Francisco Valenzuela Mike Keeley	Ann Sieber Lourdes Gonzalez Gina Jennings Monica Martinez Anna Wall Javier Zaldivar Katherine Sanders
Community Present	Amanda Hunt Christine Shene Christina Hunt Huyen Tran Jesse Garcia Mark Sung Sarah Macy Wayne Jasper	Angel Ocampo Cathy Bouchard David Grady John Flint Leticia Leon Tracey Marquart Sarah Verity Yen Nguyen

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 3rd 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

- None

Director Update

Mr. Mike Keeley discussed the following issues.

- Current structural changes at SARC, retirees, new hires, and new positions
- Budget Supports for:
 - Reduced Caseload Ratio for Children Aged 0-5
 - Minimum Wage Adjustment
 - STAR (Stabilization Training Assistance Reintegration) Home Staffing Adjustments and Intermediate Care Facility Licensure
 - Uniform Fiscal System Modernization (UFSM) and the Consumer Electronic Records Management System (CERMS) Project Planning
 - Fairview Warm Shutdown

- Complex Needs Residential Program Increase of start-up resources to develop three 5-person residential homes for individuals with highly complex needs.
- Rate Model Assumptions Increase of ongoing funding to adjust service provider rates for mileage based on updates to the federal Internal Revenue Service mileage rate.
- Extension of 10 Beds at Porterville Developmental Center to maintain compliance with the 28-day timeline to provide services to individuals deemed incompetent to stand trial.
- Disparities within the Developmental Services System
- Protective Proceedings
- Trauma-Informed Services for Foster Youth
- Autism Services Branch increase by six positions
- Service Provider Rate Reform
- Lanterman Act Provisional Eligibility Ages 3 and 4
- Resources to Support Individuals Who Are Deaf
- Work Activity Programs
- Suspension of Annual Family Program Fee and Family Costs
- Systemic, Therapeutic, Assessment, Resources and Treatment (START) Training
- Self-Determination Ongoing Implementation

Mr. Javier Zaldivar gave the following updates:

- It is important to follow the billing cycle system as it takes a lot of work and coordination.
- Early Start numbers have increased due to:
 - Fetal alcoholism qualifier
 - Drop to the 25% benchmark.
 - SARC is doing its best with what it has.
- The Fiscal team will be invited to present on the Billing Process soon.

New and Closing Programs

Ms. Ann Sieber gave the report for November and December:

9 New

- Two speech therapy programs in Santa Cruz and Santa Clara
- Competency Training
- Translation Service
- Self-Directed Support
- Personal Assistant Service
- Nursing consultant in Santa Clara County
- Housing Services
- Adaptive Skills behavioral program

5 Closed

- Three Supported Living Agencies
- One childcare agency
- Camping services

Community Services Update

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

- Due to Social Recreation restoration SARC has received 15 applications from potential vendors for the grant, they have been submitted to DDS.
 - Project Types were shared.
 - Timeline shared:
 - 1/4/23 proposals due to SARC
 - 1/31/23 proposals due to DDS
 - 2/28/23 DDS confirms funding awarded
 - 4/1/23 All awarded projects must begin
 - 12/1/23 Grant project completion deadline
- Electronic Visit Verification (EVV) is being monitored closely by the department, visit DDS website for workshops
- Minimum wage increased will be done in two steps

R&D transportation company made a brief presentation on what their services will be.

HCBS (Home & Community Based Services)

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

- All the submitted paperwork will get validated in order to avoid sanctions
- More trainings and discussions are coming
- Deadline for 2021 grants payment is 2/28/2023
- Ms. Sieber informed us that the HCBS process has barely begun and a lot more is coming.

Employment

Ms. Katherine Sanders Employment Specialist discussed these issues:

- 4 grants were awarded in our catchment area, next step is to see how they will support individuals
- Creating trainings for direct support staff and providers
- New Quality Incentives
 - Trainings will be coming
 - Reimbursement payments for staff who go through ACRE training or pass the CESP exam.
- Parent Resource Webinar coming soon
- LPAs (Local Partnerships) continue to meet (3 of them) working at connecting with employers, supporting job developers and resources/education for parents.

Emergency Preparedness

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

- January was very busy due to the rain:
 - 350 evacuated
 - 16 service providers
 - 1 employee
- People were notified via Alert Media and Everbridge

- Reached out to support those that needed it temporarily
- SARC can't rehabilitate homes
- A report has to be provided to DDS
- It takes a lot of coordination and communication to be successful
- Send any feedback you have on Alert Media
- Always update your correct contact information

Announcements:

Mr. Francisco Valenzuela announced these events:

- 2/8/2023 Autism Society Dance
- 2/9/23 Night to Shine Prom
- FCSN talent show in April, 2/20/23 registration, 2/25/23 auditions
- 4/28/23 Legislative luncheon

SCDD Central Coast

Mr. David Grady Regional Manager discussed the following issues:

- Working on the Behavioral Health training
- Law enforcement training program continues, will partner with the ARC to train on "Pathway to Justice"
- Training on Behavioral Health with clinicians that have a contract with the county and need to learn about Developmental Disabilities and autism, informal approval is for 2/7/23.
- Completed report to the legislation on elimination of sub wages, check SCDD website for more information.
- Received a grant of 200 hours of technical support for Supported Employment
- Monitoring the closing of Hazel Hawkins in San Benito county

Next SPAC Committee Meeting:

February 22, 2023, via zoom at 10:00 a.m.

Adjournment

The meeting was adjourned at 11:15 a.m.

- *The Paid Internship Program shall be purchased in order to facilitate the hiring of an individual who is ready to work but would otherwise not be hired into a competitive integrated workplace. These funds are to go to the employer of record; the employment site may not be the service provider or any entity affiliated with the service provider. The total subsidy shall not exceed ~~\$10,400~~ 1,040 hours for a consecutive 12 month period.*
- *Effective July 1, 2021, Paid Internship Placement Incentive Payments shall be provided to a regional center service provider who successfully places and supports an individual in a Paid Internship position; the service provider shall receive a payment of \$750 if the individual remains in the paid internship placement for 30 consecutive calendar days and \$1000 for sixty (60) consecutive calendar days.*
- *Competitive Integrated Employment Incentive Payments shall be provided to a regional center service provider who successfully places an individual in a competitive integrated workplace; the service provider shall receive a payment of ~~\$1,000~~ \$2,000 if the individual remains in the placement for 30 consecutive calendar days, ~~\$1,250~~ \$2,500 for six consecutive calendar months, and ~~\$1,500~~ \$3,000 for 12 consecutive calendar months, for a maximum of ~~\$3,750~~ \$7,500.*
- *Effective July 1, 2022, Competitive Integrated Employment Incentive Payments shall be provided to a regional center service provider who successfully places four individuals in a competitive integrated workplace; for each individual thereafter the service provider shall receive a payment of \$500 if the individual remains in the placement for 30 consecutive calendar days and \$1,000 for six (6) consecutive calendar months.*
- *Effective July 1, 2022, Competitive Integrated Employment Incentive Payments shall be provided to a regional center service provider who successfully places an individual in a competitive integrated workplace after the individual exits sub-minimum wage employment [14(c)certificate]; the service provider shall receive a payment of \$500 if the individual remains in the placement for 30 consecutive calendar days and \$500 for six (6) consecutive calendar months.*
- *Effective July 1, 2022, Competitive Integrated Employment Incentive Payments shall be provided to a regional center service provider who successfully places an individual in a competitive integrated workplace who exits an internship through the Paid Internship Program (PIP); the service provider shall receive a payment of \$500 if the individual remains in the placement for 30 consecutive calendar days and \$500 for six (6) consecutive calendar months.*
- *Day program job placements shall be funded as a part of the individual's adult day program under the Adult Day Programs Purchase of Service Policy.*
- *Pre-vocational training may occur as an appropriate objective under other generic or regional center services.*

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 ~~certain individuals within the regional center who~~ that the **Director and Associate Directors of Consumer Services** are authorized to grant an exception in the executive director's stead; these individuals are referred to as director's designees.....*

2. In-Home Skilled Nursing Services

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

3. Urgent Intervention Services

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

4. Policy Tracking List

Policies to be reviewed next:

- Health Care
- Independent Living Skills Training
- Internet & Social Media Privacy

5. Next Committee Meeting Date/Time

Tuesday, March 7, 2023, at 3:30 p.m.

6. Adjournment

There being no further discussion, the meeting was adjourned at 4:15 p.m.

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

Committee Members Present:	Maya Bareket Andy Le	Cole Baurmeister
Committee Members Absent:		
Staff Present:	Lourdes González Mike Keeley	John Hunt Javier Zaldivar

The Board Development Committee Meeting was called to order at 4:15 p.m., by Ms. Maya Bareket committee chair via zoom.

1. Confirm Board Education

There will be a Board Education on February 22, 2023, via zoom. The topic will be “Protective Agencies: Adult Protective Services, Child Protective Services, Office of Clients Rights, and Ombudsperson” Director of Consumer Services Mr. Mike Keeley and his team will present.

2. Applicants Update

The committee decided to interview Ms. Paloma Barraza to see if she is still interested in joining the Board, since there is a vacant position.

3. Vacancies

One Vacancy in the Board:

- 1 San Benito County

4. Member Terms

- All up to date

5. Next Committee Meeting Date/Time

Tuesday, March 7, 2023, at 4:30 p.m.

6. Adjournment:

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

Board of Directors
EXECUTIVE COMMITTEE MINUTES
Via Zoom
February 7, 2023

Committee Members Present: Maya Bareket
Elisabeth Einaudi
Lisa Lopez
Alicia Mesa
Rajesh Patel
Veronica Contreras
Erika Gonzalez
Gus Maldonado
Rajesh Patel
Glendora Pitre

Committee Members Absent:

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

Ms. Glendora Pitre Board President called the meeting to order at 5:03 p.m. via Zoom

1. Risk Assessment Report

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

Total Incidents 990

154 Incidents reportable to DDS.

836 Incidents not reportable to DDS.

7 Deaths

6 Consumers reported missing with 0 not yet located

15 Suspected Abuse/Exploitation

4 Injuries Requiring Treatment Beyond First Aid

46 Medical Need/Accident

4 Victim of Crime

7 Suspected Neglect

65 Unplanned hospitalizations

2. Development of the February 22, 2023, Board Meeting via zoom.

There will be a Board Education, the topic will be "Protective Agencies: Adult Protective Services, Child Protective Services, Office of Clients Rights, and Ombudsperson" Director of Consumer Services Mr. Mike Keeley 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. Black History

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
3. HCBS Presentation

d. Committee Reports:

Fiscal – There will be a report.

Board Development - There will be a report.

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.

Program Policy - There will be a report.

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:

- One individual died at the VTA station of natural causes. Investigation continues.
- Individual died in room, had a history of drug abuse
- 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 was one 4731 complaints reported:
 1. Complaint against SARC on alleged violations of rights, but not accurate, it's a service issue
- There were two whistleblowers reported:
 1. Anonymous letter against EBSH homes of drug use and neglect of individuals, investigation underway

2. Anonymous call accusing individual on self-determination of fraud do to not using the funds on his needs but on other matters.

Mr. Zaldivar gave a summary of the Governor's budget, he explained that there were no reductions to our system this time around. He reviewed these items:

- DDS Budget
- American Rescue Plan Act update
- Operations & Purchase of Services updated policies
- One-time policy reminders
- Safety Net Plan Update

4. Announcements

- 4/28/2023 Legislative Luncheon in Villa Ragusa
- Be aware of Assemblyman Robert Rivas who represents the Monterey catchment area and could be of great support to our system

5. Next committee/meeting date

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

6. Adjournment

There being no further discussion, the meeting adjourned at 6:00 p.m.

**San Andreas Regional Center
Quality Assurance Advisory Committee via Zoom
February 14, 2023**

Committee Members Present: Maya Bareket Lisa Lopez
Alicia Mesa Glendora Pitre – chair

Committee Members Absent: Veronica Contreras

Staff Present Hazel Jordan Mia Garza
Lourdes Gonzalez Katie Magleby
Julie Lussier ZZ

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

I. Special Incident Reports:

- 990 Total number of incidents.
- 7 Total number of deaths.
- 154 Incidents reportable to DDS.
- 836 Incidents not reportable to DDS.
- 65 Unplanned hospitalizations with 22 consumers remaining hospitalized.
- 11 Planned hospitalizations.
- 7 Consumers reported missing with 0 not yet located

Breakdown of Incident Reports by Residence type:

RCH – 412 ICF - 47 SNF/NF - 3 ILS - 89 SLS - 110
Family Home - 286 Foster Home - 3 Family Home Agency - 18 Psych Treat - 22

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 discussed some incidents where staff were borrowing money from the clients, she said that such behavior is not following appropriate procedure. Administrators corrected the situation.

II. Quality Assurance (QA)

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

- 9 Out of 9 scheduled FMs completed.
- 0 Facilities received recommendations
- 1 Facilities received corrective action plans

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

15 Out of 15 scheduled QAs completed.

0 Facilities received recommendations

0 Facilities received corrective action plans

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

10 Out of 13 completed 0 Facilities received recommendations

Facilities received corrective action plans

D. Enhanced Behavior Support Homes (EBSH) Monitored

1 Out of 8 completed 0 Facilities received recommendations

0 Facilities received corrective action plans

E. Trainings:

No trainings scheduled for January 2023

F. Standing QA Meetings:

Quality Assurance across the Bay: 02/27/23 20 attendees

Mortality and Morbidity: 7 Number of deaths

2 Infants 0 Children 2 Adults 3 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.

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)	1	20 w/1 RN	17/3	2/1
Basics of Nutrition and Obesity (20)				
Difficulty Swallowing and Aspiration (20)	1	19 w/1 RN	19/0	---
Fundamentals of Dementia				
Oral Health				

Pressure Sore Prevention & Recognition (20)	1	11 w/1 RN	11/0	---
Recognizing Signs of Abuse (20)				
Restricted Health Conditions (20)	1	13 w/1 RN	13/0	---
RN Training				
Signs/Symptoms of Illness/Injury (20)	1	20	20/0	---
Special Incident Report (20)	1	16	16/0	---
Thinking Ahead (20)				
What is Epilepsy (20)				
Totals	6	99	96/3	2/1

B. Current projects/activities:

PPE (Personal Protective Equipment) Donations All Counties:

- Covid Update: January was a calmer month for Covid infection throughout all 4 counties and all types of care providers.
- Health services had only 14 care homes under daily report in January. (all types from Level 4, ICF and ARFPSHN)
- SARC Health Services provided PPE to 7 of the care homes that were under Covid notice. No families requested PPE

Covid Test Kit Donations All Counties:

- SARC donated test kits to care home staff showing up at all the provider classes
 - 328 test kits donated to providers that attended classes
 - 105 boxes (210 test) to care homes under covid for routine testing
 - 35 test kits to San Jose staff
 - Outer offices have their own supplies to give out

C. Highlights:

- Health Services Unit hired a new Nurse to cover the early start and school age in the San Jose office.
- Have interviewed 2 Occupational Therapists and have made an offer, hoping it will join SARC sometime early March
- Health services continue to support the DHOH conference planning for the DHOH+ population we serve. This will happen March 18th

IV. Supported Living Services (SLS):

A. SLS QA's: A QA evaluation was conducted on January 20, 2023. This vendor required a great deal of follow-up, and the report is still pending until all requested items are received. QA site visits are now being conducted monthly.

B. SLS Roundtable: Resource Specialists Gabriela Alvarez and Darby Gibson presented the following information at the January Roundtable held via Zoom.

- SARC Policy/Procedure:
 - Electronic Visit Verification (EVV) - Ann Sieber
 - Heavy Weather Emergency Response – Natalie Baylosis
 - Quality Assurance Monitoring – Gabriela Alvarez/Darby Gibson
- Community Information:
 - Provider Requested Topics/Open Discussion

Highlights:

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

Supported Living Orientation For Individuals and Families

 0 Completed, 0 Total attendees

SLS New Vendor Orientation

 1 Completed, 3 Total attendees

V. Community Services:

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

RSO (mini for FHA) 1 Completed, 2 Total attendees

VI. Emergency Response Plan Report

A. Current projects/activities:

- Sarc monitored from January 3rd -10th the winter storm that impacted our southern counties:
- January 3rd
 - 30 individuals served were told to evacuate in 3 zones (Watsonville),
 - 1 service provider.
- January 4th
 - 103 individuals served were told to evacuate in 22 zones (Santa Cruz County),
 - 2 SARC employees,
 - 11 service providers.
- January 5th
 - 8 areas were still under evacuation orders
- Jan 9th
 - 212 individuals served were told to evacuate 46 evacuation zones (Santa Cruz and Monterey County)

- 3 SARC employees
 - 15 service providers,
- Jan 10th
 - 5 individuals served were told to evacuate (Santa Cruz and Monterey County)
- Service Coordinators (SC) were notified, and they collaborated with Community Care Licensing (CCL) to determine health and safety for those who resided in Residential Care Facilities. SARC collaborated with vendors for alternative placements if needed.
- Daily reports were sent to DDS.
- Resources were shared with SC's, vendors, and individuals served.

Highlights:

DDS Statewide Initiatives like Go Kits, Battery Back-up and Communication Card/Training Videos for DHOH+ and Blind/Low visions Communities will resume efforts once the Emergency Response Coordinator position is filled.

VI. Other:

None

VII. Next QAAC meeting is scheduled for:

Tuesday, March 7, 2023

VIII. Adjournment:

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