



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

Zoom Link: <https://us06web.zoom.us/meeting/register/tZ0udu-opzMrHtwj79gQAwcAAunGXdmPLCQ5>

Date: Monday, March 20, 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. Maya Bareket



6:05 — 6:09 III. Approval of Minutes

1. Board Meeting Minutes - 2/22/23
2. Fiscal Committee Meeting Minutes - 2/22/23
3. Service Provider Advisory Committee Meeting Minutes - 2/22/23
4. Program Policy Committee Meeting Minutes 3/7/23
5. Board Development Committee Meeting Minutes – 3/7/23
6. Executive Committee Meeting Minutes - 3/7/23
7. Quality Assurance Advisory Committee Meeting Minutes 3/14/23
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 ReportGlendora Pitre
 1. Planning Ahead



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. Review of Appeals Process



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 Maya Bareket
Action Item: Recommendation to approve the election of Ms. Paloma Barraza to her first two-year term on the Board.
 3. Quality Assurance AdvisoryGlendora Pitre
 4. Service Provider Advisory Erika Gonzalez
 5. Program Policy Lisa Lopez
 6. People's Advisory Committee Maya Bareket
 7. ARCAGlendora Pitre



7:40 — 7:45 IX. Public Comment



7:45 — 7:50 X Board Comment



7:50 — 8:00 XI. Announcements
**3/29/23 Grass Roots*
**4/28/23 Legislative Lunch*



8:00 XII. Adjournment

**SAN ANDREAS REGIONAL CENTER
Board of Directors Meeting Minutes
Via Zoom
February 22, 2023**

Presiding: Glendora Pitre Board President

Board Members Present: Maya Bareket Cole Baurmeister
Jon Drennan Elisabeth Einaudi
Erika Gonzalez Lisa Lopez
Gus Maldonado Alicia Mesa
Rajesh Patel Daniel Stickney

Board Members Absent: Veronica Contreras Nefte Couttolenc
Andy Le

Staff Present Lourdes Gonzalez Lisa Hartley
John Hunt Angel Johnson
Mike Keeley Arushie Nugapitiya
Phien Phan Michelle Livoni
Minerva Valdez Katherine Sanders
Francisco Valenzuela

Community Present: Jaclyn Balanay (DDS) Ivania Molina
Jenni Gay Lauria Bermea
Lina Tran Lucy Ojeda
Sarah Giancarlo Susan Skotzke
Tammy Dhanota Thad Keenan
Angela Ballou Kimberley Phan
Graciela Franco Molly McLeod
Raania Mohsen Julie Castro
Steve Tsou Jessica Gudino
Pauline Tran Tracey Marquart
Melissa Gonzalez Wendi Duresky

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 Mr. Daniel Stickney read the mission statement.

APPROVAL OF MINUTES

M/S/C Moved to approve the January meeting minutes. (Drennan/Baumeister) No further discussions. All in favor, Motion carries.

1. Board Meeting Minutes – 1/18/23
2. Fiscal Committee Meeting Minutes - 1/18/23
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

PRESIDENT'S REPORT

Ms. Glendora Pitre presented on Black History:

- African American inventors like:
 - Sarah Boone inventor of the ironing board
 - Peanut oil inventor
- Entertainment industry:
 - Film Actors/Actresses
 - Music Grammy winners

EXECUTIVE DIRECTOR'S REPORT:

Mr. Javier Zaldivar discussed these topics:

- The state of emergency is ending at the end of February and so will DDS directives.
 - The Transportation Directive will continue in a different way.
 - The parental fee programed will be reinstated.
 - Annual Family Program Fee (AFPF) will remain suspended.
- Budget:
 - Stay tuned to hearings
 - Discussion on significant budget shortfall
 - Safety net plan is to close state hospitals
- Review SARC website for current updates:
 - Office of Ombudsperson information
 - Your Rights
 - Appeals
 - Complaints
 - Whistleblower

Diversity Outreach Update

Ms. Minerva Valdez presented SARC's Disparity Report:

- Enhanced Caseload Low or no Pos has a full team now.
- Tribal Engagement Grant – Tribal leader Mitlapilli did a very successful presentation for the staff on the Native American population at SARC.
- POS Data presentations have been scheduled for April 12, 2023
- DHOH (Deaf and Hard of Hearing) Conference scheduled for March 18, 2023

Employment Update

Ms. Katherine Sanders presented the report:

- Two grants were awarded to SARC's catchment area on job development.
- Quality Incentives - waiting on DDS guidelines to roll it out in May or June
- Employment workgroup working on achieving success for those transitioning

DIRECTOR OF CONSUMER SERVICES REPORT: Mike Keeley

NEW AND CLOSING PROGRAMS

2 New

- Self Determination support
- Behavioral program

4 Closed

- Infant program
- Supported Living Services
- Residential home
- Camping services

Self Determination Update:

- Mr. Keeley presented the SDP Report, which is an alternative way to secure services and gives more flexibility to families.
 - 139 participants
 - Participating languages:
 - Vietnamese 1
 - Spanish 16
 - Indian 11
 - Chinese 15
 - Russian 2
 - Korean 1
 - Japanese 1
 - African American 1
 - Self Determination makes 1% of SARC's population.

Home and Community Based Services (HCBS):

- Final Rule implementation for people with developmental disabilities that have the same rights as everyone else.
- Providers will design a plan that addresses the unique needs of the individuals to integrate them in the community.
- Next step is to train staff in community integration.

Coordinated Family Support Services (CFS):

- Pilot program for adult individuals that want to remain in their family home
- Focusing on improving equitable access to services and supports and reducing ethnic and racial disparities in purchase of services.
- Does not replace or duplicate regional center service coordination, generic service or other regional center funded service that the individual/family are receiving.
- CFS may not be provided by an individual who resides in the same home as the individual served.
- Need shall be assessed annually (minimum), with progress being reported quarterly.
- DDS developed with the assistance of Burns & Associates
- SARC's rate - \$67.71 per/hour

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST

Mr. David Grady gave an update on these issues:

- Collaborating with Ms. Minerva Valdez on the enhanced case load, and Employment with Ms. Katherine Sanders
- Ms. Lucas continues education in new residential services.
- Collaboration on Self Determination website continues.
- Request for Proposal (RFP) has gone out for an enhanced residential home for dementia.
- In support of new housing project led by Supervisor Simitian

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 December 2022 was \$40.3M and the year to date was \$264.5M. The current allocation is \$655.5M.

2. Individuals Served

The number of individuals served as of December 2022 was 17,440. This is an increase of 315 since December 2021.

3. Operations (OPS)

Expenses for the month of January were \$4.1M and the year to date was \$27.4M. The Fiscal Year Projection is \$53.2M and the estimated allocation is \$53.3M. This leaves us with a surplus of approximately \$124.7K.

4. Cash Position

The cash position through the end of January was \$137.6M. This is a decrease of \$4M since December.

5. Donation Fund

The balance in the Donation Fund through the end of January was \$357K. This is a decrease of \$3,521. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

BOARD DEVELOPMENT

- Ms. Bareket, committee chair informed that she interviewed a potential new Board member. Ms. Paloma Barraza introduced herself to the Board.

QUALITY ASSURANCE ADVISORY COMMITTEE

- The minutes are in the packet.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

- Ms. Gonzalez announced that they are planning a job fair.

PROGRAM POLICY COMMITTEE

- The minutes are in the packet.

PEOPLE'S ADVISORY COMMITTEE (PAC)

- Meetings will continue next month.

ARCA

- Ms. Pitre informed us that the focus is on educating the new legislators to know us and support us.

PUBLIC COMMENT

- Ms. Rania Mohsen Disability Affairs officer with the City of San Jose introduced herself and the plans she has to engage the community.
- Ms. Mollie McLeod Project Manager of Disability Affairs with the County of Santa Clara introduced herself and stated the pledge the agency has made to the community.
- Ms. Jessica Gudino, ex-employee, addressed the Board to request support in the employees' struggles by reading several employee letters.
- Ms. Pauline Tran shared her own letter as well.
- Ms. Elisabeth requested support with salary increases

BOARD COMMENT

None

ANNOUNCEMENTS

Mr. Francisco Valenzuela shared these upcoming events:

- 3/29/2023 Grass Roots
- 4/22/2023 FCSN Competition
- 4/28/2023 Legislative Luncheon
- 7/22/2023 Superhero Festival

ADJOURNMENT

Meeting adjourned at 6:46 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
February 22, 2023**

Committee Members Present:	Elisabeth Einaudi Rajesh Patel	Gus Maldonado Daniel Stickney
Committee Member Absent:	Nefte Couttolenc	Jon Drennan
Staff Present:	Karla Cruz John Hunt	Lourdes Gonzalez Javier Zaldivar

Meeting called to order at 4:03 pm. by Elisabeth Einaudi Committee Chair.
The Fiscal Committee met via zoom

Fiscal Packet

Ms. Karla Cruz Controller reported on the Monthly Fiscal Summary.

1. Purchase of Services (Non-CPP only)

The Purchase of Service expense for the month of December 2022 was \$40.3M and the year to date was \$264.5M. The current allocation is \$655.5M.

2. Individuals Served

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Expenses for the month of January were \$4.1M and the year to date was \$27.4M. The Fiscal Year Projection is \$53.2M and the estimated allocation is \$53.3M. This leaves us with a surplus of approximately \$124.7K.

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The cash position through the end of January was \$137.6M. This is a decrease of \$4M since December.

5. Donation Fund

The balance in the Donation Fund through the end of January was \$357K. This is a decrease of \$3,521. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

6. Other

The committee discussed the expansion of the Salinas and San Jose offices to fit our growing staff.

7. Next Meeting Date

March 22, 2023, at 5:00 p.m. at the Salinas Office.

8. Adjournment

With no further discussion the meeting was adjourned at 4:17 p.m.

Recorded by Lourdes Gonzalez

**San Andreas Regional Center Board of Directors
SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Meeting Minutes (via zoom)
February 22, 2023**

Members Present	Tade Akintade Melanie Gonzales Beth Prentiss	Erika Gonzalez (chair) Desiree Luong Sylvia Yeh
Members absent		
Staff Present	Karla Cruz Lourdes Gonzalez Michelle Livoni Arushie Nugapitiya Francisco Valenzuela Mike Keeley	Ann Sieber John Hunt Monica Martinez Anna Wall Javier Zaldivar Katherine Sanders
Community Present	Amanda Hunt Christine Shene Christina Hunt Mark Sung Sarah Macy Wayne Jasper Lori Menzies Raania Mohsen Lisa	Danielle Azzalino Cathy Bouchard David Grady Tracey Marquart Sarah Verity Yen Nguyen Mollie McLeod Tony Green Dylan

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.

They discussed having a vendor fair for all the new service coordinators, and a job fair to help with the staffing struggles.

Provider Input

Tailor Day Services (TDS) were discussed:

- Must be approved by the interdisciplinary team
- TDS and day program can not happen on the same day
- TDS has been included in the rate adjustments program

Director Update

Mr. Javier Zaldivar gave the following updates:

- The state of emergency is ending at the end of February and so will DDS directives.
 - The Transportation Directive will continue in a different way.
 - The parental fee programed will be reinstated.

- Annual Family Program Fee (AFPF) will remain suspended.
- Budget:
 - Stay tuned to hearings
 - Discussion on significant budget shortfall
 - Safety net plan is to close state hospitals
- Review SARC website for current updates:
 - Office of Ombudsperson information
 - Your Rights
 - Appeals
 - Complaints
 - Whistleblower

Coordinated Family Support Services (CFS).

Mr. Mike Keeley gave a heads up on this upcoming program:

- Pilot program for adult individuals that want to remain in their family home
- Focusing on improving equitable access to services and supports and reducing ethnic and racial disparities in purchase of services.
- Does not replace or duplicate regional center service coordination, generic service or other regional center funded service that the individual/family are receiving.
- CFS may not be provided by an individual who resides in the same home as the individual served.
- Need shall be assessed annually (minimum), with progress being reported quarterly.
- DDS developed with the assistance of Burns & Associates
- SARC's rate - \$67.71 per/hour

New and Closing Programs

Ms. Ann Sieber gave the report for January:

2 New

- Self Determination support
- Behavioral program

4 Closed

- Infant program
- Personal Care services
- Supported Living Services
- Independent Living services

Community Services Update

Ms. Ann Sieber gave the report:

- All providers must sign-up for EVV

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.

Emergency Preparedness

Ms. Ann Sieber gave the report:

- SARC monitored the winter storm that impacted the 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.
- 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.

Health and Safety Waiver Awareness Strategy

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

- SARC continues to reach out to families that can benefit from the program

HCBS (Home & Community Based Services)

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

- SARC has been very busy the last few months accomplishing all the deadlines
- Reimbursement requests are due this week

Employment

Ms. Katherine Sanders Employment Specialist discussed these issues:

- Two grants were awarded to SARC's catchment area on job development.
- Stanford is offering a training program for job coaching
- Quality Incentives - waiting on DDS guidelines to roll it out in May or June
- DDS Employment workgroup working on achieving success for those transitioning.

Announcements:

- Ms. Rania Mohsen Disability Affairs officer with the City of San Jose introduced herself and the plans she has to engage the community.
- Ms. Mollie McLeod Project Manager of Disability Affairs with the County of Santa Clara introduced herself and stated the pledge the agency has made to the community.

Mr. Francisco Valenzuela shared these upcoming events:

- 3/29/2023 Grass Roots
- 4/22/2023 FCSN Competition
- 4/28/2023 Legislative Luncheon
- 4/28/2023 PHP Gala
- 7/15/2023 Shared Adventures
- 7/22/2023 Superhero Festival

SCDD Central Coast

None

Next SPAC Committee Meeting:

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

Adjournment

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

adults), and caregivers. The regional center is not responsible for funding diagnostic or treatment services related to routine health care maintenance of the individual when generic resources are available.

The regional center will assist the individual in obtaining generic services (e.g. People Residing Under the Color of Law (PRUCOL) Medi-Cal) for the long-term benefit of the individual served.

The Lanterman Act (California Welfare & Institution Code §4655(a)-(c)) gives the regional center executive director or their designee the authority to provide consent for medical treatment when no legally responsible person can be contacted within a reasonable period of time. ~~The Regional Center will make every attempt to include family members in decisions regarding the medical treatment of an individual.~~ *The regional center conducts person-centered interdisciplinary planning team meetings that include family members when considering medical decisions for an unconserved adult.*

- IV. **Purchase of Service Standard:** Health care needs that are directly related to an individual's developmental disability may become the responsibility of the regional center if no other generic, public or private resource is available. This may include evaluation, treatment, medication, equipment, long-term skilled nursing care, and durable medical equipment. The purchase must be a recommendation of the planning team and identified in the individuals' program plan (IPP), must be a cost-effective use of public resources, and ~~use available providers.~~ *must use regional center providers wherever possible.* The regional center will purchase only those services that are generally recognized by clinical professionals as safe, effective, *accepted standard practice*, and which are intended to maximize the individuals' potential. *In the event the requested item is a durable or expendable equipment item(s), a prescription from a medical doctor (or other health care professional within their scope of licensure) is required. All such requests are evaluated on a case-by-case basis and require approval from the Executive Director or their designee. Proper evaluation of the request may require an interview, inspection, or evaluation by a regional center Registered Nurse specialist or other licensed health care professional. The requested item(s) must be found to be appropriate, cost-effective, and not available by other generic or natural supports. The regional center will consider the expectation of parents/caregivers to provide necessary equipment for their minor child(ren). In some cases, the regional center may propose an alternative service or equipment that is appropriate to meet the person's need. The obligation of health insurance, natural supports, and individual funds to contribute will be considered while determining cost-effectiveness.*

- V. **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. *The first formal discussion of a request for service takes place at the planning team meeting. If the request falls within the service policy, the request is granted.*

If the request for service is not consistent with the policy, the service coordinator starts the exception review process by exploring the basis for the request. A timeline for the director's exception review is set by agreement between the individual/family and the service coordinator but the time line may not exceed fifteen (15) days. Within that time, another planning team meeting will be convened. In the meantime, the service coordinator presents the information to the manager to determine whether a director's exception may be warranted. At the scheduled planning team meeting the decision will be made. The director's designee will attend the planning team meeting if necessary. If the exception is granted, the service coordinator amends the person-centered individual program plan, notifies the individual/family, and gives a copy of the amended plan to the individual/family.

- VI. **Notice of Action:** *If the exception is not granted, the service coordinator promptly informs the individual/family that it has not been granted, informs the individual /family of their appeal rights, and sends a notice of action and a fair hearing form.*

If a decision is made to deny, reduce, or cancel the service without the agreement of the individual or the individual's representative, a Notice of Action will be sent.

~~DDS Approved October 23, 2020~~

~~Board Adopted November 16, 2020~~

~~Reviewed March 7, 2023~~

2. Independent Living Skills Training

These changes were made:

-
- I. **Policy:** It is the policy of San Andreas Regional Center to support individuals in acquiring the skills necessary to develop and maintain their functional abilities at their highest level and to access the independent living option of their choice.

Independent living skills training is usually provided to individuals ~~currently living in the parental home who are expecting to move to an independent community living option in the near future or who want to become more independent while living at home with their family~~ **in their living arrangement of choice.** Individuals ~~already living independently~~ may use independent living skills training to help maintain and improve their skills **in maintaining their living arrangements.**

- II. **Purchase of Service Standard:** The Planning Team determines the amount of independent living skills training hours; taking into consideration the level of the individual's skill and how many hours the individual may be able to participate in training.

If an individual needs to be assessed to determine the current skill level and to develop a plan to address the training needed, this assessment usually is completed within ten to fifteen hours. Additional hours may be authorized as needed.

Individuals must access all generic resources before accessing all **any** Independent Living Services ~~(ILS)~~. These generic resources include school services.

The Planning Team is encouraged to authorize services which are tailored to meet the needs of the specific individual. Hours and plans should be flexible and individualized. Training may be offered to individuals in a group, on an individual basis, or a combination of both.

The Individual Program Plan (IPP) must contain specific, measurable, time-limited objectives for securing the level of independence for which functional skill training is necessary. The usual amount of ~~independent living skills~~ **ILS** training ranges from 8 to 24 hours per month and is authorized and reviewed on a six-month basis.

Individuals may receive maintenance services when needed to maintain the individual's current skill level. Maintenance hours usually range from 1 to 12 hours a month, and can continue for as many months as 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 ~~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.

3. Internet & Social Media Privacy

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

4. Education Services

These changes were made:

EDUCATION SERVICES

- I. **Purpose:** *It is the intent of San Andreas Regional Center to ensure that the ~~minors~~ school-age individuals it serves receive the educational services to which they are entitled and need, in compliance with all state and federal laws, regulations, and court decisions.*
- II. **Definitions:**
 - **Consumer, individual, and person served are used interchangeably in regional center policy and the Lanterman Developmental Disabilities Services Act and mean a person who has been found eligible and receives services from the regional center.**
 - Educational services mean *appropriate* instruction and training ~~provided by or on behalf of local educational agencies (LEA), school districts, special education local plan areas (SELPA), and county offices of education (COE)~~ intended to provide evaluation and intervention to assist individuals in achieving *adequate* ~~more effective~~ educational development *progress sufficient to meet their needs*. Such services include, but may not be limited to, any class, course, or program of training, instruction, or study; occupational or speech-language therapy; and subject- or skill-specific tutoring *to meet the person's needs as non-disabled persons' needs are met* ~~and are intended to provide evaluation and intervention to assist individuals in achieving more effective educational development~~.
 - i. *Educational services do not encompass supplemental or extracurricular activities or instruction that would provide additional benefit or address needs that are not educational in nature. Such services may include, but are not limited to, coding classes, sports classes and leagues, arts, or peer-modeling. Such services, if appropriate, may be, but are not necessarily, vocational support, social recreational, or community integration services and would be provided in keeping with those policies.*
 - *School age means an individual between three years of age and twenty-two years of age who has not received a diploma or certificate of completion for their primary, secondary, and/or post-secondary education.*
 - *Local education agencies mean those entities with a public or private obligation to serve the educational needs of students with disabilities by providing free and appropriate services to the disabled student as adequate to those needs as those provided to nondisabled students. Examples may include, but are not limited to, school districts, special education local plan areas (SELPA), and county offices of education (COE).*
 - *Natural support means those caregivers, parents, legal guardians, and family who may be expected by law or customs to provide adequate assistance within their means to support the educational progress of the person.*
- III. **Policy:** *The regional center shall make every effort to ensure that ~~any and~~ all private or public entities with an obligation to serve the individual are doing so to the maximum extent possible. This shall include service coordinator presence, whether virtually or in person, at individual education plan (IEP) meetings upon an individual's or family's request to provide advocacy and advice. In the event a dispute arises regarding the type or amount of service to be provided in the IEP agreement, the regional center shall assist the individual or family in appealing the funding educational entity's decision to the maximum extent possible by law.*

*The regional center shall additionally refer the individual or family to private not-for-profit advocacy centers including, but not limited to, the Office of Clients Rights Advocacy, the California Department of Education, and Legal Advocates for Children and Youth for specialized advocacy and representation. In the event specialized advocates cannot or will not accept the individual's appeal, the regional center may assist to the best of its ability in the special education appeal process. **This assistance shall not be provided in the form of, or in reimbursement of, payment to an attorney or advocate.***

~~In the event that~~ *If the special education appeal is not successful or possible, or if the services offered are insufficiently appropriate, the regional center may, if it agrees with the necessity of the ~~disputed~~ service, engage a service provider(s) to supplement those services offered by the LEA.*
- IV. **Purchase of Service Standard:** *The regional center may purchase educational services if the need is agreed-upon and only to the extent of filling the difference between the amount of need and the amount*

of service authorized by the generic service provider. Authorized services should be provided by a vendored entity wherever possible; in the event no vendored entity is available, the family or legally responsible person may apply to become a vendor and receive reimbursement for services up to the agreed-upon amount. *Any educational service funded by the regional center must be considered a valid, safe, and effective method of instruction or treatment for the agreed-upon purpose. The obligations of local education agencies, behavioral health or medical care plan providers, and natural supports will be considered by the regional center in evaluating the appropriateness and necessity of the requested service.*

- V. **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. The first formal discussion of a request for service takes place at the planning team meeting. If the request falls within the service policy, the request is granted.

If the request for service is not consistent with the policy, the service coordinator starts the exception review process by exploring the basis for the request. A timeline for the director's exception review is set by agreement between the individual/family and the service coordinator but the timeline may not exceed fifteen (15) days. Within that time, another planning team meeting will be convened. In the meantime, the coordinator presents the information to the manager to determine whether a director's exception may be warranted. At the scheduled planning team meeting the decision will be made. The director's designee will attend the planning team meeting if necessary. If the exception is granted, the service coordinator amends the person-centered individual program plan, notifies the individual/family, and gives a copy of the amended plan to the individual/family.

- VI. **Notice of Action:** If the exception is not granted, the service coordinator promptly informs the ~~consumer~~ *individuals*/family that it has not been granted, informs the ~~consumer~~ *individuals* /family of their appeal rights, and sends a notice of action and a fair hearing form.

*If a decision is made to deny, reduce, or cancel the service without the agreement of the ~~consumer~~ individual or the ~~consumer's~~ *individuals'* representative, a Notice of Action will be sent.*

~~DDS Approved May 3, 2022~~
~~Board Adopted May 15, 2022~~
Reviewed March 7, 2023

5. Policy Tracking List

Policies to be reviewed next:

- Therapeutic Services

5. Next Committee Meeting Date/Time

Tuesday, May 2, 2023, at 4:00 p.m.

6. Adjournment

There being no further discussion, the meeting was adjourned at 4:01 p.m.

**Board of Directors
EXECUTIVE COMMITTEE MINUTES
Via Zoom
March 7, 2023**

Committee Members Present: Maya Bareket
Erika Gonzalez
Gus Maldonado
Glendora Pitre (Chair)

Veronica Contreras
Lisa Lopez
Rajesh Patel

Committee Members Absent: Elisabeth Einaudi

Staff Present: Mia Garza
John Hunt
Francisco Valenzuela

Lourdes González
Mike Keeley
Javier Zaldivar

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 832

162 Incidents reportable to DDS.

670 Incidents not reportable to DDS.

9 Deaths

6 Consumers reported missing with 0 not yet located

15 Suspected Abuse/Exploitation

10 Injuries Requiring Treatment Beyond First Aid

44 Medical Need/Accident

5 Victim of Crime

7 Suspected Neglect

60 Unplanned hospitalizations

2. Development of the March 20, 2023, Board Meeting in person.

There will be a Board Education, the topic will be "Police and Community Strategies" Community Services Manager Ms. Ann Sieber and State Council of Developmental Disabilities Regional Manager Mr. David Grady will present.

The committee decided to move the in person meeting from the Salinas office to the San Jose office. The Board room in Salinas is under construction.

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

a. President's Report: Glendora Pitre

1. Planning Ahead

b. Executive Director's Report: Javier Zaldivar

1. Diversity Outreach Update
2. Employment Programs Update
3. Health and Safety Awareness Strategy
4. Review Appeals Process

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 an action item.

Action Item: Recommendation to approve the election of Ms. Paloma Barraza to her first two-year term on the

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:

- Appeals Process Changes:
 - Appeals will go to DDS now, then they will contact the regional center (Jim Elliott)
 - Families have 60 days to file
 - Have 30 days to file to keep service
 - Current forms will be replaced by DDS, they are accepting feedback on making the forms easier and friendly.
 - Translated forms will be available as well.
- POS Data Analysis meetings scheduled
 - March 30, 2023, at 1:00 p.m.
 - April 12, 2023, at 6:00 p.m.
- The worker shortage in all industries has impacted SARC in these services:
 - Early Start has a wait list
 - Respite Services has a wait list
 - Supported Living has a wait list

- Attend the on-going hearings and provide feedback on how to better support families
- DDS newly issued directive on the Deaf and Hard of Hearing plus (DHOH+) states that regional centers must provide immediate support to those individuals.
- The case load ratio report is due to DDS next week, SARC will still be out of compliance but in better shape due to the new hires
- Parental fee program has been reinstated
- Grant awarded for recreation activities
- The only recourse available to SARC to pay for recreation upfront is the 637 process.

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 from individual that his self-determination program was not enacted fast enough, issue has been resolved now.
- There were zero whistleblowers reported:

4. Announcements

- 3/18/2023 DHOH+ conference
- 4/28/2023 Legislative Luncheon in Villa Ragusa
- 5/15/2023 Touch the Truck
- 7/22/2023 Summer Festival in Santa Cruz
- 7/29/2023 Summer Festival in San Jose
- 8/3/2023 Summer Festival in Salinas

5. Next committee/meeting date

Tuesday, May 2, 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
March 14, 2023**

Committee Members Present:	Veronica Contreras Rajesh Patel	Alicia Mesa
Committee Members Absent:	Maya Bareket Glendora Pitre – chair	Lisa Lopez
Staff Present	Hazel Jordan Lourdes Gonzalez Katie Magleby	Mia Garza Mike Keeley Julie Lussier

The meeting was called to order by Ms. Veronica Contreras, committee member at 4:09 p.m. via zoom.

I. Special Incident Reports:

- 832 Total number of incidents.
- 9 Total number of deaths.
- 162 Incidents reportable to DDS.
- 670 Incidents not reportable to DDS.
- 37 Unplanned hospitalizations with 12 consumers remaining hospitalized.
- 19 Planned hospitalizations.
- 6 Consumers reported missing with 0 not yet located

Breakdown of Incident Reports by Residence type:

RCH – 403 ICF - 24 SNF/NF - 3 ILS - 48 SLS - 124
Family Home - 210 Foster Home - 2 Family Home Agency - 2 Psych Treat - 15

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, and a summary of the current Covid-19 cases.

II. Quality Assurance (QA)

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

- 10 Out of 11 scheduled FMs completed.
- 0 Facilities received recommendations
- 0 Facilities received corrective action plans

B. QA Unannounced Visits - Residential Care, Level 4I only
16 Out of 16 scheduled QA's completed.
0 Facilities received recommendations
0 Facilities received corrective action plans

C. Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN) Visits:
3 out of 3 completed. 0 Facilities received recommendations
0 Facilities received corrective action plans

D. Enhanced Behavior Support Homes (EBSH) Monitored
2 out of 2 completed. 1 Facilities received recommendations
0 Facilities received corrective action plans

E. Trainings:
Service Provider Facility Monitoring Training 02/02/23 50 attendees
New Employee Training 02/09/23 23 attendees

F. Standing QA Meetings:
 Let's Talk QA: 02/01/23 Watsonville office 10 attendees
 Let's Talk QA: 02/15/23 San Jose 10 attendees

Mortality and Morbidity: 9 Number of deaths
 Infant: 1 Children: 2 Adults: 4 Elderly 3

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	16	16/0	---
Difficulty Swallowing and Aspiration (20)				
Fundamentals of Dementia				
Oral Health	1	19	19/0	---
Pressure Sore Prevention & Recognition (20)				
Recognizing Signs of Abuse (20)				
Restricted Health Conditions (20)				
RN Training				
Signs/Symptoms of Illness/Injury (20)				

Special Incident Report (20)	1	18	18/0	---
Thinking Ahead (20)	1	9	8/1	1/0
What is Epilepsy (20)	1	15	14/1	0/1
Totals	5	77	75/2	1/1

B. Current projects/activities:

PPE (Personal Protective Equipment) Donations All Counties:

- SARC health services provided PPE for 19 care homes and 2 families.

Covid Test Kit Donations All Counties:

- Gave out 390 tests to providers that attended Health classes and care homes requesting them while under Covid.
- Gave out 32 boxes (64 tests total) to SARC employees

Covid Update: Health services monitored and followed 16 care homes under covid this month of February from all 4 counties. Those homes were required to complete a daily form and report on how their consumers were doing and how they were doing with staffing.

C. Highlights:

We are in the last phases of preparation and finalizing details of the first DHOH (Deaf and Hard of Hearing) Conference we will have March 18th, 2023.

Interviewing Occupational Therapist and RN to fill vacant positions.

IV. Supported Living Services (SLS):

A. SLS QA's: 2 SLS agency QA evaluations were conducted in February. Reports of findings are being prepared. In general, despite some minor to moderate deficiencies, the reviewed agencies deliver SLS to SARC individuals in accordance with their respective program designs and Title 17.

B. SLS Roundtable: Resource Specialists Gabriela Alvarez and Kai Reade presented the following information at the February Roundtable held via Zoom.

- SARC Policy/Procedure:
 - EVV Training – DDS presenters Jennifer Parson, Steven Li, Karina Cruz.
- Community Information:
 - Open Discussion/Follow-up questions for EVV presenters.

Highlights:

The next Roundtable Meeting will be conducted via Zoom on April 12, 2023. Following that, the May meeting will be held on May 10th via Zoom.

Supported Living Orientation For Individuals and Families

1 Completed 2 Total attendees

Correction to February Report: 1 Completed in January with 15 total attendees

SLS New Vendor Orientation

1 Completed, 1 Total attendees

V. Community Services:

Residential Service Orientation (RSO) 1 Completed, 3 Total attendees

RSO (mini for FHA) 1 Completed, 5 Total attendees

VI. Emergency Response Plan Report

While the weather was unpredictable in the month of February. We had no reports of evacuation during this time due to flooding.

A. Current projects/activities: We are still in the process of filling the Emergency Response Coordinator position. During this time, Mia is monitoring current emergencies and all DDS initiatives will resume upon backfilling the position.

a. Initiatives Include:

i. Battery back-up distribution (monitoring as there is an agency distributing)

ii. Go Bag distribution (individuals must attend a training and be on list to receive)

b. Current emergencies are still fluid; however, preliminary numbers of impacted individuals are as follows:

i. Santa Cruz: 111 (5 vendors, 2 staff, 104 individuals served)

ii. Monterey: 28 (2 vendors, 26 individuals served)

1. First upgrade 43 impacted (1 staff and 42 individuals served),

2. Second upgrade 134 (4 staff, 130 individuals served)

3. Third upgrade 1 family impacted a tree fell on their house

VI. Other:

None

VII. Next QAAC meeting is scheduled for:

Tuesday, May 2, 2023

VIII. Adjournment:

There being no further discussion, the meeting adjourned at 5:09 p.m.