

Alta California Regional Center
Board of Directors Meeting
Thursday, July 27, 2023
Minutes

Present: Carmen Aguilar, Garrett Broadbent, Johnny Deng, Tom Hopkins, Dan Lake, Amy Lampe, Kelly Pennington, Michelle Rewerts, Anwar Safvi, Steven Sanchez, Retha Seabron

Absent (* excused): Jackie Armstrong*

Staff: Lori Banales, Iqbal Ahmad, Jennifer Bloom, Tracy Brown, John Decker, Camelia Houston, Mechelle Johnson, David Lopez, Faye Tait, Lisa West

Facilitators: Amy Fulk

Visitors: Steven Andrews, Jaclyn Balanay, Taylor Berry, Maureen Fitzgerald, Sachiko Konatsu, Peter Mendoza, Matthew Smith

1. **Call to Order – Reading of ACRC’s Mission & Vision** – The Board of Directors met at 4:00 p.m. on Thursday, July 27, 2023.
2. **Training – “Overview of Federal Programs Department”**
 - Melissa Basler, ACRC’s Federal Programs Manager, gave a presentation entitled “ACRC’s Federal Programs Unit”.
 - The Federal Program Unit manages the following waivers:
 - Medicaid Waiver (MW, HCBSW & DDW)
 - Self-Determination Waiver (SDW)
 - 1915i State Plan Amendment (SPA)
 - Target Case Management (T19)
 - Nursing Home Reform Waiver (NHR)
 - For every \$1 spent on Waiver billable services, 50 cents is reimbursed from federal funds to California’s General Fund; this funding is then earmarked for the regional center system.
 - As of June 2023, 148,909 individuals in the State of California are on a waiver; 14,944 are served by ACRC.
 - ACRC had 135 clients on the SDW in June 2022; this grew to 186 in June 2023.

**Mr. Sanchez read aloud ACRC’s Mission and Vision.*

3. **Community Comments/Announcements**

- ◆ Ms. Konatsu reported to be a parent of client served. Parent shared concerns about multiple changes in service coordination assignment.

4. **Consent Agenda** – By consensus, the following consent agenda items were approved: a) regular session Board meeting minutes of May 25, 2023; and b) Board Development Committee (BDC) [approve Carmen Aguilar’s Term of Office], Client Advisory Committee (CAC), Executive Committee, Finance Committee and Provider Advisory Committee (PAC) minutes.

5. **New Business**

◆ *Approve OPS Contract for Operating System*

- The graph under Tab 7 in the Board packet reflects the current operating system that ACRC utilizes, compared to the Microsoft Enterprise 365 application package that we are seeking Board approval on.
 - At the end of October, ACRC’s telecommunications system is up for renewal. Mr. Ahmad noted that during the pandemic, we put into place the Avaya Cloud system for our staff.
 - Currently, Microsoft Teams includes a telecommunication feature, which would take the place of Avaya and Zoom.
 - To maintain our current system, the cost for renewal is \$390,000. If ACRC converts over to Microsoft Enterprise 365, we would gain additional apps and the total cost would be \$350,000.
 - Additionally, we have projects ongoing to increase and support a seamless workflow.

M/S/C (Safvi) To approve the proposal for Microsoft Enterprise 365 as presented.

◆ *Finance Committee*

Issue: Monthly Financial Update

Discussion and Action: Mr. Ahmad noted that ACRC received our advance from the Department of Developmental Services (DDS) and we did not have to access our agency’s line of credit with U.S. Bank. We are awaiting the E-1 amendment which will arrive mid to late August; this amendment encompasses approximately 95% of our center’s annual budget.

- **Information only.**

◆ *Committee Updates*

- CAC
 - Mr. Hopkins shared that the CAC met on July 11th.
 - Committee members have volunteered to work on three projects:

- The CAC will be holding their first “Meet & Greet” on September 12th, prior to their CAC meeting. The first workgroup is updating the CAC’s PowerPoint presentation and planning for this event.
- The second workgroup continues to meet to provide input on a Supported Decision-Making (SDM) training that is being developed for ACRC staff, clients/families and community partners.
- The third workgroup met with ACRC staff last week to update the Client Friendly Individual Program Plan (IPP) signature page.
 - They received a presentation from Project S.A.F.E.E. (Self-Advocates for Emergency Education).
 - CAC members shared updates from various advocacy meetings that they attend.
- PAC
 - Mr. Broadbent shared that the PAC met on July 13th.
 - The PAC currently has 18 members, 25 being the maximum. Their Communication & Outreach Committee will be seeking new membership in areas that are not represented.
 - They will be surveying members to renew the PAC’s goals.
 - The Communication & Outreach Committee is searching for ways to communicate with other service providers utilizing new tools, list servers, etc.
 - The PAC will likely reestablish their Housing Committee.
- ◆ *President’s Report*
 - Mr. Lake noted that every Board member received a copy of ACRC’s Whistleblower Policy. Please review this prior to the September 28th Board Retreat.
- ◆ *Executive Director’s Report*
 - Ms. Banales noted that the “Dashboard Indicators for the Quarter Ending June 30, 2023” is under Tab 8 of the Board packet.
 - At the May Board meeting, we reported out on measures that ACRC is taking to handle the Intake numbers that are coming through the door. We continue to look at ways to enhance our resources; the AB 637 process has assisted with this. We are hiring new staff and have created a third Intake unit; the new Manager starts on August 1st.
 - Early Start numbers are trending down from the previous year, as well as the previous quarter. At the will of the Governor, ACRC will be building 1:40 caseloads beginning in Early Start,

- and then moving to children ages three to five. We have added one additional Early Start unit, and will be adding another soon.
- Over the last 12 months, we have hired 182 staff; over the current quarter, we hired 55. We remain focused on back-fill positions, as well as growth positions. ACRC currently has 630 staff, with 22 new hires starting in August.
 - Federal dollars are critical to our statewide service system; Title 19 notes are important.
 - ACRC continues to receive large volumes of Special Incident Reports (SIRs) – 664 within the last quarter.
 - We just completed the Medicaid Waiver Audit with DDS. There was one finding due a delay by a provider in submitting an SIR to the regional center.
 - Over the last quarter, we have had an 89% growth of our provisional eligible clients. Approximately 100 individuals (three and over) are made eligible per month.
 - In reference to the “Services Purchased for Clients” from July 1, 2022 through June 30, 2023, the cost for Social Recreation is nominal, but the process that ACRC staff need to go through to get the reimbursement back to the family is tremendous. We have brought in temp staff to assist. DDS has also given ACRC the authority to work with Financial Management Services (FMS) agencies to assist with these vendorizations.
- AB 121, the trailer bill language (TBL), has been signed. Ms. Banales provided a summary and will also be emailing information to Board members.
 - The Limited Examination and Appointment Program (LEAP) is not permanent. This test is available in written form for our clients, or they can participate in an internship that would illustrate their strengths.
 - The option for remote Individualized Family Service Plans (IFSPs) and Individual Program Plans (IPPs) has been extended to June 30, 2024. The client/family will make this decision.
 - Applied Behavior Analysis (ABA) and intensive behavioral services for infants and toddlers cannot be contingent upon parent participation, though the benefits of participation can be highlighted.
 - Provisional eligibility is expanded to all children under five years of age. If an infant is eligible for Early Start, provisional eligibility must also be assessed.
 - Regional centers have not been provided an implementation start day, but we must make sure this is applied across the state in the same way; the Department of Developmental Services (DDS) will be

providing guidance. This will bring additional federal dollars into our service system.

- Purchase of Services (POS) reports will be uniform across the state regarding service access and equity.
 - Rate models will be updated regularly to account for minimum wage increases beginning July 2, 2024. The 90/10 issue (provider rates and quality incentive payments) has been fixed.
 - More Financial Management Services (FMS) providers are needed to assist with the Self-Determination Program (SDP). Regional centers can authorize a service, but we are not required to purchase them.
 - Family Home Agency (FHA) rates are now tied to the existing residential facility rate model.
 - The Family Cost Participation Program (FCPP) and the Annual Family Program Fee (AFPF) remain on hold through June 30, 2024.
 - Regional centers continue to promote the elimination of these fees.
 - The State Council on Developmental Disabilities (SCDD) has an Employment First Committee that will be replaced by the Office of Employment First on July 1, 2024.
 - Funding for the Coordinated Family Supports (CFS) Services Pilot will continue through 2024.
- On July 5th, ACRC received DDS approval regarding the AB 637 proposal that we submitted in May for waiving the median rates for Early Start therapeutic services. We have been in contact with our Early Start providers and they are expanding their resources. An Early Start Job Fair will be held on Wednesday, August 9th, from 10 a.m. to 2 p.m.
 - Under the Special Education page on ACRC's website, interested individuals are able to find information about the Individuals with Disabilities Education Act (IDEA). The page also includes upcoming legislation and resources for families. We are mindful to include information for our entire ten-county catchment area.
 - ACRC hosted the Interagency Coordinating Council (ICC) Statewide Meeting last Thursday and Friday. The theme was "Family Outcomes".
 - Ms. Banales is pleased to announce that ACRC's first client has moved into Marisol Village. We have also hired a new Housing Specialist, Rhonda Phillips, who will be assisting with the Assistive Technology Housing pilot project.
 - The Board has requested updates on open and closed programs since the last Board meeting. The following are newly vendored services:

- Community Integration Training Program (2)
- Personal Assistant (1)
- Community Activities Support Services (1)
- Geriatric Facility(1)
- Individual or Family Training (1)
- Education Services (1)
- Parenting Support Services (1)
- Independent Living Services [ILS] (1)
- Speech Pathology (2)
- Occupational Therapy (1)
- Clinical Psychologist (2)
- Homemaker Program (1)
- Transportation Companies (2)
- Adult Residential Facility (4)

Closed vendors:

- Geriatric Facility (6)
- Specialized Residential Facility (1)
- ILS (1)
- Counseling Services (2)
- Speech Pathology (1)
- Physical Therapy (2)
- Adult Residential Facility (2)
 - Mr. Decker noted that some vendors were closed due to having no active authorizations, which was realized during our biennial assessments.
- In September, we will be seeking Board approval for a two-year contract with the California Affordable Housing Agency (CalAHA).
- United Cerebral Palsy (UCP) held a pop-up at the Palladio in Folsom on Wednesday. Thalia Castro-Vega, ACRC's Communications Specialist, took some pictures, that were shared onscreen.
- ACRC partnered with Volunteers of America to give away backpacks to individuals that are preparing to go back to school. Yesterday, we gave away 80 backpacks and an additional 56 were distributed this morning.

◆ *ARCA-CAC Delegate Report*

- Ms. Lampe shared that the ARCA-CAC meets tomorrow, from 10 a.m. to noon. They will be discussing housing.

◆ *ARCA Delegate Report*

- Ms. Pennington will have a report at the September Board meeting; they are meeting again on August 17th.

6. **Closed Session** – At 5:35 p.m. the Board adjourned to closed session to discuss personnel issues.

7. **Announcement of Closed Meeting Discussion** - At 6:01 p.m. the Board reconvened in open session following a closed session in which personnel issues were discussed.
8. **Adjournment**
The meeting adjourned at 6:01 p.m.

Lisa West
Executive Secretary

cc: Lori Banales