

Alta California Regional Center  
Provider Advisory Committee Meeting  
Thursday, March 12, 2020  
Minutes

**Present:**

Michelle Ramirez, On My Own,  
Chair  
Eric Ciampa, UCP of  
Sacramento, Inc., Co-Chair &  
Design. Dir.  
James Astorga, F&A Astorga Care  
Home  
Janet Brandon, AIM &  
Associates  
Andrea Croom, INALLIANCE  
Jacquie Dillard-Foss, STEP  
Bonnie Douglas, Turning Point  
Joe Hernandez, Premier  
Healthcare Services  
Joe Jaquez, EFACT  
Sergio Pinto, BEST Consulting,  
Inc.  
Robin Rhoades, Southside  
Unlimited  
Joy Scott, Tri-County Caregiver  
Relief  
Yvonne Soto, DDSO  
Peter Stirling, Serenity Respite  
Services  
Carole Watilo, Progressive  
Employment

**Absent:** (\* excused)

Ed Doonan\*, LIFE, Inc.  
Jessica Knuth\*, Reach Adult  
Development  
Antonio Ranit\*, Antelope Hills  
Manor  
Laleh Sharpe\*, Maxim Healthcare  
Services  
Paul Traglio\*, Capitol Autism  
Services

**Visitors:**

Garrett Broadbent  
Breeanne Burris  
Maureen Fitzgerald  
Robert Garcia  
Juanita Gutierrez  
Thomas Hand  
Rebecca LaBoriel  
Jessica Mercado  
Monique Migdol  
Adam Ruggles  
Todd Ruggles  
Nicky Schlupe  
Stan Schmidt

**Staff:**

Phil Bonnet, Executive Director  
Lori Banales, Deputy Executive  
Director  
John Decker, Director of Community  
Services  
Lisa West, Executive Secretary

The Provider Advisory Committee (PAC) held their monthly meeting by teleconference beginning at 9:33 a.m. on Thursday, March 12, 2020. The group discussed: 1) Board Update; 2) Executive Director's Report; 3) Guest Speaker – Tom Manzo from CABIA – PAGA claims; 4) Legislative Update; 5) Vendor Forum Update & Liaison Assignments; 6) PAC Priorities; and

7) Announcements/Comments. All present provided self-introductions.

**Without objection, Michelle Ramirez made the motion to approve the Provider Advisory Committee meeting minutes of February 13, 2020 as submitted.**

1. ***Board Update***

- Mr. Ciampa shared that the Board committees met earlier this week.
  - The Board Development Committee (BDC) is currently discussing possible training topics for their May training.
  - It's important to note that the Board has been to all of ACRC's outlying areas in the last four years.
  - Recently, the Board decided to hold short training sessions during their bimonthly Board meetings that are open to the public.
  - The May agenda will include voting on the new PAC Chair and the PAC designated representative to ACRC's Board for the 2020-21 fiscal year (FY).

2. ***Executive Director's Report***

- Mr. Bonnet apologized for making the last minute decision to hold this meeting by conference call, but he appreciates everyone's flexibility during this fluid situation. Both Yolo and Sacramento County have now had a "community transmission" of COVID-19; there has been indirect exposure and secondary contact. There have been close calls with passengers from the Grand Princess Cruise ship. The concern for everyone is the lack of testing.
- ACRC staff are keeping the agency's website up-to-date. We have made it a temporary practice to limit large gatherings until further notice; meetings with 25 individuals or more may be postponed and we are recognizing "social distancing". Our medically fragile clients may have the worst outcomes during this crisis.
  - Recommendations are starting to come in from the Department of Developmental Services (DDS).
  - ACRC will be sending another message out to service providers today.
  - Direct Service Providers (DSPs) might call out because they are sick or concerned. If you, as providers, find that you will be out of compliance with staff ratios, please contact your Community Services Specialist. We want to keep people safe.
  - Service providers should determine what supplies they may need.
    - Due to the shortage of supplies, providers are getting concerned. Any resources that providers can access would be helpful.

- Service providers are being asked to identify those individuals that you serve that may be at risk.
- ACRC staff have identified the residential facilities that may need help.
- Community Care Licensing (CCL) is holding an informational call this afternoon from 3 to 4 p.m. to discuss COVID-19
  - Toll-Free Call-In Number: 888-677-1819; Passcode: 3865858
- On March 5<sup>th</sup>, the California Department of Public Health issued guidance to minimize congregate settings. Day programs are concerned about funding for non-attendance. ACRC staff are aware that DDS is drafting directives regarding this.
  - Mr. Decker encourages service providers to contact their Community Services Specialist if they have any questions.
- DDS has masks that they will be distributing to each regional center. Mr. Bonnet is hopeful that we will receive them this week. Staff will distribute them to the appropriate settings, and train individuals on how to use them.
- Mr. Ciampa shared that there are links on the EPA website so that you can look to see if products are effective towards the virus.
  - EPA Recommended Disinfectants  
[https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list\\_03-03-2020.pdf](https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf)
  - EPA Product Registration Number Look-Up  
<https://iaspub.epa.gov/apex/pesticides/f?p=PPLS:1>
- Committee members are encouraged to send any updates on their contact information to Ms. West.
- Mr. Ciampa believes it may be beneficial to have a service provider present during meetings with DDS.
  - Mr. Bonnet will recommend that a Board Provider Representative be part of these discussions.
- Service providers can email Mr. Decker at [jdecker@altaregional.org](mailto:jdecker@altaregional.org) any time. He will share necessary information with ACRC's Executive Staff, as well as DDS.
  - **Breaking news!!!** DDS just released a directive regarding paying vendors for non-attendance as a direct result of COVID-19 – *“the vendor shall bill only for absences in excess of the average number of absences experienced by the vendor during the 12-month period prior to the month in which the disaster occurred.”*
- Residential service providers are concerned about staffing shortages. They may have to pay massive amounts of overtime.
  - ACRC staff will continue to monitor this issue, and will also include ILS and SLS.

- We are hopeful that DDS will provide some guidance soon.
- Providers are being asked to look at five, ten, twenty days from now and try to estimate costs that they may incur and email that information to Mr. Decker, so he can pass it along to the department.
- Service providers are encouraged to sign-up for ACRC email notifications through our website.
- Yesterday, the Governor Newsom's office announced three appointments for DDS:
  - Nancy Bargmann has been reappointed Director of DDS.
  - Carla Castañeda has been appointed Chief Deputy Director of Operations.
  - Leinani Walter has been appointed Assistant Deputy Director for Service Access and Equity.

3. ***Guest Speaker – Tom Manzo from CABIA***

- Mr. Manzo shared information about PAGA claims (the Labor Code Private Attorneys General Act).
    - If you have any questions, please contact Mr. Manzo.
    - Ms. Ramirez will send his information to committee members.
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Cindy Le, ACRC's Client Employment Specialist, and Herman Kothe, ACRC's Training Manager, came to speak about ACRC's Relationships with the LPA/School Systems.

- Clients/families are encouraged to utilize the guides that are posted on ACRC's website:
  - Family Guide to Children's Services
  - Transition from School to Adult Services Guide and Tools to Explore Day Services
  - Adult Services Guide
- Beginning at age 14, school districts are required to include a plan in the Individual Education Plan (IEP) to assist clients/families in preparing for transition. Age 18, the individual will be a legal adult, so conversations about conservatorship should begin when the individual is 17.
- Specific to accessing adult services, approved trailer bill language states absent a certificate of completion or a diploma, regional centers cannot provide adult services to clients prior to age 22.
- In 2011, Governor Brown mandated a push for Employment First.
- Regional centers look at strengths and interest of clients. They complete assessments to help clients develop a plan for their future.

- Concern was expressed about ACRC transferring clients at 17 to new Service Coordinators (SCs) when that is the time when their lives are changing the most.
- Service providers also shared concern about not being able to place clients on their waiting lists until six months prior to them aging out of school.

#### 4. ***Legislative Update***

- CDSA
  - A hearing is scheduled for Thursday, March 19<sup>th</sup>; it may be open to the public.
- Lanterman Coalition
  - The group met prior to the hearings to discuss their proposal for pushing for the rollout of the rate study, in stages. They have identified services that could be easily implemented. System reform remains a focus.

#### 5. ***Vendor Forum Update & Liaison Assignments***

- An updated list was distributed for review.
  - The Independent Living Services (ILS) Vendor Forum was held on March 5<sup>th</sup>.
    - The group reviewed many of the topics that the Day Program Vendor Forum discussed.
    - ILS vendors need to document that they have talked to their clients about contagious diseases.
    - Programs serving different areas will have different vendor numbers.
  - The Residential Vendor Forum was held on March 9<sup>th</sup>.
    - A quick note was shared about the 2020 Census.
    - CCL shared a presentation about changes in status of licensed facilities. They also provided information on COVID-19.
    - The group discussed the need for succession planning.
    - ACRC will be holding trainings regarding the HCBS self-assessments that need to be completed by the end of the month.

#### 6. ***PAC Priorities***

- Vendor Relations
  - Ms. Rhoades did not receive any objections/suggested revisions, so these notes will be shared with ACRC's Board of Directors.
  - The next meeting will be scheduled soon.

7. ***Announcements/Comments***

- Ms. Soto noted that *AB-5 Worker status: employees and independent contractors* went into effect on January 1<sup>st</sup> and has impacted service providers. We can no longer use independent contractors; they are now required to be an employee of your agency. DDSO hires clients to work for other individuals, so this legislation affects them, as well.
- Mr. Bonnet appreciates everyone's dedication to provide services to our most vulnerable folks. ACRC will continue to keep our website updated with the most current information available.

The next PAC meeting is scheduled on **Thursday, April 9, 2020**, from 9:30 to 11:30 a.m. The meeting adjourned at 11:34 a.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet