

Alta California Regional Center

Vendor Forum

Adult Day & Employment Program

Save the Date

Thursday, May 21, 2020

ACRC will be hosting an Adult Day and Employment Program Vendor Forum. These forums are intended to share ideas and information, present updates on new laws and regulations, discuss best practices, present and share training ideas and opportunities, discuss any challenges and barriers, etc.

Time: 9:00am to 11:00am

Where: WebEx Platform

Sign-Up: Please [click here](#) to sign-up for the forum or go to www.altaregional.org. When you sign up you will be sent the WebEx sign in information.

Agenda: If you would like to submit an item to be added to the agenda or you have a specific question you would like addressed, please email that item to Shirley Skadan-Smith at sskadansmith@altaregional.org.

Day Program and Employment Specialists:

Cindy Le cle@altaregional.org, Ann Bui abui@altaregional.org,
Lara Stewart lstewart1@altaregional.org, and Shirley Skadan-Smith
sskadansmith@altaregional.org.

Home and Community Based Specialist: Katherine Weston kweston@altaregional.org

If you are having difficulty in signing up for the Vendor Forum, contact Christine Hobbs, Office Assistant at chobbs@altaregional.org.

Adult Day & Employment Program Vendor Forum

Sign-up instructions

1. Online registration accepted until May 20, 2020 or until the session is full.
2. Registration must be completed **ONLINE** through Alta's website as follows:
 - [Click here](#) or go to www.altaregional.org
 - On Alta's home page on top click on **"Service Providers."** Click on **"Vendor Forum"** click on **"Adult Day & Employment Program Vendor Forum"**. The sign-up options will be displayed.
 - On the next screen select the **"Adult Day & Employment Program Vendor Forum"**. Each attendee needs to be registered separately. **Limit 2 individuals per program.**
 - After you have selected the Forum session, click on "Register Selected Class"
 - The next screen provides an overview of the Forum you just selected. **Below that message you will see additional "Registration Information" you need to complete.**
 - You must type in your first name, last name and phone number. Please include company name and email address. Click on "Register" to complete the process
 - If you have completed the process successfully you will receive a message on the next screen. Click on "Done". If you have provided your email address you will later receive a confirmation email indicating you have successfully registered for the Forum.
 - If you do not provide the correct information you will receive a screen that prompts you to return to the previous page to make the correction. **NOTE:** If you are unsuccessful in registering online your name will not appear on the registration list class. Please contact Christine Hobbs at chobbs@altaregional.org with questions.
 - Please send agenda items to Shirley Skadan-Smith at sskadansmith@altaregional.org.