

Alta California Regional Center
Board of Directors Meeting
Thursday, March 27, 2025 – **4:00 P.M.**
Please click this link to register for the event:

[Registration Link](#)

AGENDA



Call to Order



Introductions – Reading of ACRC's Mission & Vision



Meeting Our Mission



Community Comments/Announcements

(3 minute maximum)



- **Consent Agenda** – *These matters are expected to be routine and non-controversial and are usually approved by a single majority vote without discussion. Items can be removed from the consent agenda to be discussed and considered separately.*

- a. Excused Absences
- b. Regular Session Minutes of 1/23/25 [Tab 1]
- c. Committee Minutes
 - 1. Board Development [Tab 2]
 - 2. CAC [Tab 3]
 - 3. Executive [Tab 4]
 - 4. Finance [Tab 5]
 - 5. PAC [Tab 6]



New Business

- a. Approve Slate of Officers for 2025-26 FY [Tab 7]
- b. Approve Revised Conflict of Interest Policy [Tab 8]
- c. Retired Annuitant: Dr. Peter Himber
- d. Finance Committee
 - 1. Monthly Financial Report [Tab 9]

- e. Committee Updates
 - 1. CAC
 - 2. PAC
- f. President's Report – Dan Lake, President
 - Address change in agency's bylaws
- g. Executive Director's Report – Lori Banales, Executive Director
- h. ARCA-CAC Report – Amy Lampe, ARCA-CAC Rep.
- i. ARCA Report – Kelly Pennington, ARCA Rep.



► **Executive (*CLOSED*) Session**

(per W&I Code, Sec. 4663(a)(1),(2),(3),(4),(5))

- a. Legal Issues
- b. Personnel Issues
- c. Real Estate Issues



Announcement of Closed Meeting Discussion



Adjournment

- Action item

Next meeting is scheduled for Thursday, May 22, 2025 @ 3 p.m.

Alta California Regional Center
Board of Directors Meeting
Thursday, January 23, 2025
Minutes

Present: Carmen Aguilar, Jackie Armstrong, Garrett Broadbent, EunMi Cho, Johnny Deng, Tom Hopkins, Dan Lake, Amy Lampe, Kelly Pennington, Akkia Pride-Polk, Steven Sanchez, Ceasar Seabron

Absent (* excused): Anwar Safvi*

Staff: Lori Banales, Iqbal Ahmad, Amy Arguello, Eli Barquero, Jennifer Bloom, Tracy Brown, Tara Cawthon-Argerich, Monica Chadwick, Julie Chan, Charlotte Clarke, Maribeth Dabuit, Evelin De La Cruz, John Decker, Jordan Eller, DeLayna Eskridge-Brown, Barbara Friedman, Kristine Gamberg, Toby Golden, Annie Gray, Camelia Houston, Kenisha Hurd, Christy Iwasa, Herman Kothe, Mechelle Johnson, Jaspreet Mann, Bailey Norman, Ryan Patchin, Julie Rachfal, Faye Tait, Bethaney Temby, BJ Thompson, Barbara van Ingen, Andrea Williams, Diane Williams, Lisa West

Facilitators: Amy Fulk, Naomi Smith

Visitors: Jacalyn Balanay, Alondra Bowens, Loretta Duncan-Fowler, Maureen Fitzgerald, Yasmin Herrera-Vilchez, Shaniece Hill, Melissa Kelly, Andrew "AJ" Lebov, Karen Mengali, Jessica Walker, Richard Walker

1. **Call to Order – Reading of ACRC’s Mission & Vision** – The Board of Directors met at 4:00 p.m. on Thursday, January 23, 2025. Ms. Armstrong read aloud ACRC’s Mission and Vision.
2. **Meeting Our Mission**
 - ♦ Ms. Brown introduced A.J., his mother, Karen Mengali, and A.J.’s Service Coordinator (SC), Bailey Norman. A few months ago, Ms. Mengali emailed Ms. Brown, sharing that Ms. Norman has helped A.J. tremendously and provided her with guidance, knowledge and patience in assisting A.J., as well. A.J. then emailed Ms. Brown to say that Ms. Norman had changed his life forever.
 - Ms. Mengali shared that at the end of this month, A.J. will start his job with the State of California.
 - A.J. presented a "Certificate of Appreciation", that he made himself, to Ms. Norman. She recently assisted him with his Social Security benefits appeal hearing.
 - Both A.J. and Ms. Mengali are forever grateful to Ms. Norman and ACRC.

3. **Staff Recognitions**

- ♦ Ms. Banales noted that this is a new section on the Board meeting's agenda. Traditionally, we recognize staff at our Annual All Staff meetings. Due to our upcoming move, she wanted to start a new tradition by bringing staff recognitions before the Board. We currently have 769 employees, and all lift our agency to fulfill our Mission and Vision.
 - Recognizing five years of service: Ryan Patchin, Evelin De La Cruz, Julie Chan, and Annie Gray
 - Recognizing ten years of service: Maribeth Dabuit and Barbara Friedman
 - Recognizing 15 years of service: Andrea Williams and Bethaney Temby
 - Recognizing 25 years of service: Julie Rachfal

4. **Community Comments/Announcements**

- ♦ No comments/announcements were shared.

5. **Consent Agenda – By consensus, the following consent agenda items were approved: a) excused absences of Anwar Safvi; b) regular session Board meeting minutes of November 21, 2024; and c) Board Development Committee (BDC) [approve Jackie Armstrong's and Anwar Safvi's Terms of Office], Client Advisory Committee (CAC), Executive Committee, Finance Committee, and Provider Advisory Committee (PAC) [approve new PAC member – Jay Kolvoord] minutes.**

6. **New Business**

- ♦ *Finance Committee*
Issue 1: Monthly Financial Report

Discussion and Action: The minutes from the January 13th Finance Committee meeting are under Tab 5 and the November 30th financial report is under Tab 7 of the Board packet.

Mr. Ahmad noted that over the next two months, our agency's expenses will have an uptick due to the upcoming move of the Sacramento office (Operations [OPS]) and the implementation of the last phase of the provider rate increases from the Burns Rate Study (Purchase of Services [POS]).

M/S/C (Armstrong) To accept the monthly financial report as submitted.

Issue 2: Independent Audit Report

Discussion and Action: The "Finance Statements and Supplemental Information with Independent Auditors' Reports June 30, 2024" is under Tab 8 of the Board packet.

Mr. Ahmad shared that Paul Stroub, with Devant CPAs, provided an overview of this report to the Finance Committee on January 13th.

Like last year, there were no material findings; it is a clean opinion. ACRC's management continues to have proper internal controls in place.

After the Board's approval, Mr. Ahmad will send the audit report to the Department of Developmental Services (DDS). It will be posted on our agency's website, as well.

M/S/C (Hopkins) To approve the independent audit report as presented.

♦ *Committee Updates*

- CAC
 - Mr. Hopkins shared that the CAC met on January 14th.
 - Ms. Banales provided a brief overview of the Governor's proposed budget for the 2025-26 FY.
 - Sharon Kurpinsky, ACRC's Victim Advocate, shared a presentation entitled "Keeping My Money Safe."
- PAC
 - Mr. Broadbent shared that the PAC met on January 9th.
 - The group has been discussing how the DDS rate reform is going to be implemented – how some services will be integrated into the rate model, while other service codes are being phased out. At the time of the meeting, the department had not yet released guidance regarding transportation.
 - DDS recently created a Provider Directory, which is a centralized directory of all providers in the State of California.
 - With the 90/10 rule, 10% of provider rates needed to be "earned" by completing their enrollment in this directory; this is considered an incentive with certain criteria to be met.
 - The portal had some issues, and the PAC commends ACRC staff for their efforts in keeping the provider community up to date when DDS released updates.

- With Jacquie Foss' recent retirement, the PAC elected Jay Kolvoord, Strategies to Empower People's (STEP's) Chief Executive Officer, to the PAC.

◆ *President's Report*

- Mr. Lake expressed appreciation for everyone in attendance today.

◆ *Executive Director's Report*

- Ms. Banales noted that this is our last Board meeting at the Harvard office. ACRC's new address is 4151 E. Commerce Way, Suite 100, Sacramento 95834. The building is situated between Del Paso Blvd. and Arena Blvd., parallel with I-5. Mr. Ahmad's team is working tirelessly to make this move as seamless as possible.
 - We will be putting together an Open House to welcome the community to our new home office.
- She provided a state budget overview at the Executive Committee meeting earlier this month and it has not changed. New factors will come into consideration, such as the fires in Southern California.
 - The Governor will release a May Revise with updated numbers.
- Ms. Banales noted that the year-end Client and Family Satisfaction Survey is complete and will be posted on our agency's website.
- Ms. Bloom introduced Kristine Gamberg, ACRC's Education Support Manager, and Tara Cawthon-Argerich, ACRC's Special Education Specialist. They shared an overview of their purpose, roles and responsibilities, and professional background. Ms. Gamberg's position is a Policy position funded by DDS. Ms. Cawthon-Argerich's position was originally a part-time role and is consultative in nature.
 - ACRC's Education Support Team launched an Education Consultation Clinic (ECC) on June 18, 2024. This clinic provides an opportunity for SCs to staff simple and immediate education concerns with the Education Support Team.
 - As of September 2024, a large percentage of ACRC's clients ages 3 to 22 years old (totaling 16,606) have either an Individual Education Plan (IEP), a 504 Accommodation Plan, or are in the process of being assessed for special education to determine eligibility.
 - Beginning this fiscal year, the team started conducting SC and Community Workshops covering various topics.
- Mr. Decker introduced Jordan Eller, ACRC's Specialized Services and Supports Manager, and Christy Iwasa, ACRC's Transition Specialist. They noted that over the years the Board has approved Community Crisis Homes (CCHs) contracts, and they wanted to share an update on the clients that have transitioned into these homes.

- The goal of these homes is to work to help clients live more successfully in their communities. These models set-up staffing per the client's need. The maximum stay in a CCH is 18 months.
 - Since 2018, ACRC CCH's have assisted 29 clients.
 - 24 of the 29 individuals are still in the same living situation they transitioned into from the CCH.
 - Two clients are in a less restrictive setting than the initial transition from the CCH.
 - Two clients are in a more restrictive setting than the initial transition from the CCH.
 - The Association of Regional Center Agencies' (ARCA's) Grassroots Day is scheduled for Tuesday, March 4th, at the State Capitol. This is an important day where regional centers can promote the service system to our local legislators.
 - Ms. Bloom and Mr. Barquero provided a brief overview of the final evaluation report of the American Rescue Plan Act (ARPA) funded Early Start Pilot Project. In response to the significant impact of the COVID-19 pandemic, ARPA provided supplemental grant funds for early intervention services for infants and toddlers under Part C of the Individuals with Disabilities Education Act (IDEA). The premise of the project was to provide services to those individuals who have historically faced barriers to accessing Early Start therapies (e.g., families who live in an undeserved area, needed services during non-working hours, or lived in a remote area). Data collected includes:
 - Over 2,000 in-home early intervention services were provided to 735 families in the Early Start program.
 - As a result of ACRC's outreach efforts, early intervention providers hired 17 new staff and 33 interns; nearly all were bilingual and/or bicultural.
 - 323 individuals were served in a variety of different languages.
 - 927 families were served during non-working hours.
 - 1,485 children received services in remote or underserved areas.
 - This year-end report will be posted on our agency's website tomorrow.
- ♦ *ARCA-CAC Rep. Report*
- Ms. Lampe shared that the group is scheduled to meet tomorrow from 11 a.m. to noon.
- ♦ *ARCA Delegate Report.*
- Ms. Pennington shared that ARCA met last week.
 - She asked that Board members place ARCA's Grassroots Day

on their calendars. It's important to have our voices heard.

- As Ms. Banales mentioned, the estimated growth to our statewide service system is staggering.
- ARCA is committed to increasing the number of direct support professionals (DSPs) across our state, as well as supporting the ongoing rate reform efforts in order to sustain our service system.
- The group will meet again in March.

7. ***Closed Session*** – At 5:31 p.m. the Board adjourned to closed session to discuss personnel legal issues.

8. ***Announcement of Closed Meeting Discussion*** - At 5:58 p.m. the Board reconvened in open session following a closed session in which personnel issues were discussed.

9. ***Adjournment***

The meeting adjourned at 5:58 p.m.

Lisa West
Executive Secretary

cc: Lori Banales

Alta California Regional Center
Board Development Committee Meeting
Monday, March 10, 2025
Minutes

Present:

Kelly Pennington, Chair
Carmen Aguilar
Jackie Armstrong
Garrett Broadbent
EunMi Cho
Dan Lake
Amy Lampe
Steven Sanchez

Board Members:

Johnny Deng
Tom Hopkins
Akkia Pride-Polk
Anwar Safvi

Facilitators:

Amy Fulk
Naomi Smith

Visitors:

Steve Andrews
Loretta Duncan-Fowler
Maureen Fitzgerald
Peter Mendoza

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating Officer
Jennifer Bloom, Director of Client
Services
Camelia Houston, Director of Intake
& Clinical Services
Mechelle Johnson, Director of Client
Services
Faye Tait, Associate Client Services
Director
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Monday, March 10, 2025, at 4:00 p.m. to review and approve Slate of Officers for 2025-26 FY.

Without objection, Kelly Pennington made the motion to adopt the Board Development Committee meeting minutes of January 13, 2025 as submitted.

1. *Review & Approve Slate of Officers for 2025-26 FY*

- Ms. Pennington shared that the Nominating Committee met and drafted the Slate of Officers for the 2025-26 fiscal year (FY). It is as follows:
 - President – Dan Lake
 - Vice President – Kelly Pennington
 - Secretary – Steven Sanchez
 - Treasurer – Anwar Safvi
 - ARCA Delegate – Kelly Pennington
 - Alternate ARCA Delegate – Dan Lake
 - ARCA-CAC Delegate – Amy Lampe
 - Alternate ARCA-CAC Delegate – Steven Sanchez

Without objection, Garrett Broadbent made the motion to recommend to the full Board the approval of the Slate of Officers for the 2025-26 FY.

The next Board Development Committee's meeting is scheduled for **Monday, May 12, 2025**. The meeting adjourned at 4:04 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Client Advisory Committee Meeting
Tuesday, March 11, 2025
Minutes

Present:

Amy Lampe, Chair
Tom Hopkins, Design. Dir.
Tiffany Johnson
Jacie Oakley
Amanda Parker
Steven Sanchez
Kimberly Terrell
Patty Wallace
Karen Young

Absent: (* excused)

Lisa Cooley*

Visitors:

Mirela Bere
Yasmin Herrera-Vilchez
Robert Levy
Ashley Robertson
Jemel Williams

Facilitators:

Amy Fulk
Naomi Smith

Staff:

Lori Banales, Executive Director
Jennifer Bloom, Director of Client Services
John Decker, Director of Community Services
Camelia Houston, Director of Intake & Clinical Service
Mechelle Johnson, Director of Client Services
Reyva Johnson, Client Advocate
David Lopez, Client Advocate
Jacob Miller, Client Advocate
Lisa West, Executive Secretary

The Client Advisory Committee (CAC) met on Tuesday, March 11, 2025, at 2:00 p.m. to discuss: 1) Message from Lori; 2) CalABLE; 3) Updates; and 4) Public Comments/Announcements. All present provided self-introductions.

Without objection, Amy Lampe made the motion to adopt the CAC meeting minutes of February 11, 2025, as submitted.

1. Message from Lori



- Lori welcomed everyone to our new office space. We had a soft opening last week and welcomed staff back yesterday.
 - Alta's Sacramento office is our largest and we plan on holding an "Open House" soon. She will look to this group for some ideas to make the event special.
- She apologized for missing last month's meeting, but she reviewed the minutes and would like to continue the discussion about drafting a person-centered thinking policy for the CAC to review, so that Tom, as the CAC's representative, could bring it before Alta's Board of Directors for consideration. This policy would present a framework for the agency to practice.
 - David, Reyva and Jacob will work to draft a policy, after reviewing similar policies from other regional centers.

- Lori met with Mechelle and Jennifer this morning to discuss a press release that came from the Social Security Administration, which speaks specifically to SSA survivor benefits. If there is an overpayment after March 31, 2025, this federal agency will recapture that overpayment in its entirety. This would not apply to Supplemental Security Income (SSI) overpayments.
 - Lori will address this with the other regional center Executive Directors across the state. We want to make sure we have the correct information to provide to clients and their families.
 - She will share more information with CAC members as it comes in, since we do not meet in April.
- Mechelle provided an update on Alta's quarterly Supported Decision-Making (SDM) trainings and workshops that are being held across our ten-county catchment area. SDM was created by legislation and designed to be the least restrictive decision-making process for individuals with disabilities. The individual chooses a group of people that will help explain information so that they can make the best decision for themselves. SDM is the least restrictive option compared to conservatorship.
 - Two weeks ago, Alta held a virtual training and in-person workshop in Yuba City. The virtual training was for the community at large, and the in-person workshop provided clients with an opportunity to create their own plans.
 - Approximately 40 attended the virtual training.
 - Lori noted that these plans are considered legal documents.
 - The second community training and workshop is scheduled for May in Roseville.
- Last Thursday, John had an opportunity to attend the Choice Neighborhood Partners Kick-Off Meeting in Woodland. The group consists of members from various committees that support Woodland residents. During the meeting, John explained what Alta believes is important to clients and shared the features that they might want available in housing developments.
 - This ongoing partnership with Yolo County is getting recognition from clients and families served by Alta.
 - At the next meeting, John will share feedback from this committee to make sure that clients' voices are heard; it is important to have representation from the developmental disability community during these discussions.
 - John continues to show the CAC's housing video during community meetings.

2. **CaIABLE**

- This presentation will be rescheduled.



3. **Updates**

◆ PAN

- The group met today and finalized the jobs for the March 29th Regional Meeting, from 10 a.m. to 2:30 p.m.
- They also received a presentation on Supplemental Security Income (SSI) wage reporting.
- The next meeting is scheduled for April 8th.

◆ ARCA-CAC

- The group met on February 28th, and discussed:
 - The Housing Symposium which was held on February 5th.
 - The Master Plan for Developmental Services Stakeholder Committee Meetings.
 - The implementation of the service provider rate study.
- The next meeting is scheduled for March 28th.

◆ DDS-CAC

- The group is scheduled to meet on June 10th & 11th.

4. **Public Comments/Announcement**

- The Statewide Self-Advocacy Network (SSAN) is hosting a webinar on March 27th, from 3 to 5 p.m., via Zoom. With March being National Disability Awareness Month, the group wanted to share a presentation entitled "The Choices we make Together: Understanding Limited Conservatorships and Less Restrictive Alternatives."
 - Registration is currently open.
- The 29th Annual Statewide Self-Advocacy Supported Life Conference entitled "Follow The Yellow Brick Road to Self-Advocacy" is scheduled for Friday & Saturday, May 9th & 10th, at the Wyndham Hotel in Sacramento.
 - Early bird registration closes on April 25th.
- Kim is excited – she has a new power wheelchair coming today!

The next CAC meeting is scheduled for **Tuesday, May 13, 2025**. The meeting adjourned at 2:55 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Client Advisory Committee Meeting
Tuesday, February 11, 2025
Minutes

Present:

Amy Lampe, Chair
Tom Hopkins, Design. Dir.
Lisa Cooley
Tiffany Johnson
Jacie Oakley
Amanda Parker
Steven Sanchez
Karen Young

Absent: (* excused)

Kimberly Terrell*
Patty Wallace

Visitors:

Kyle Choate
Robert Levy
Jemel Williams

Facilitators:

Amy Fulk
Naomi Smith

Staff:

John Decker, Director of Community Services
Camelia Houston, Director of Intake & Clinical Service
Mechelle Johnson, Director of Client Services
Reyva Johnson, Client Advocate
Herman Kothe, Training Manager
David Lopez, Client Advocate
Jacob Miller, Client Advocate
Aliesia Van Eck, Home and Community-Based Services Specialist
Lisa West, Executive Secretary

The Client Advisory Committee (CAC) met on Tuesday, February 11, 2025, at 2:01 p.m. to discuss: 1) Message from Lori; 2) Client Friendly IPP; 3) Updates; and 4) Public Comments/Announcements. All present provided self-introductions.

Without objection, Amy Lampe made the motion to adopt the CAC meeting minutes of January 14, 2025, as submitted.

1. Message from Lori



- John shared that Lori wanted to discuss person-centered planning with this group.
 - Reyva shared that this planning is client focused.
 - Aliesha noted that with this planning, the client makes the decisions that affect them.
 - John used to visit the developmental centers where regional center staff needed to focus on person-centered planning when moving those individuals out into the community.
 - The CAC would like to recommend to Alta's Board of Directors that they adopt a person-centered planning policy to ensure that Alta has these practices in place across all aspects of the agency. CAC members could then support Alta staff in developing training materials for our staff.

- Alta staff will collaborate with stakeholders to draft this policy once our Executive Director receives Board support to move this policy forward.
- Foundationally, Alta has invested funding regarding this practice. Coordinated Future Planning asks clients where they want to live when they can no longer live with their families.
 - John noted that several regional centers across the state have a policy like this in place.
- This is Alta staff's last week in this building. Our new office space will provide a nice meeting space for the CAC.
- Last week, Lori and John attended a housing conference and everyone in attendance was able to see the CAC's video on housing. It continues to have a positive impact across the state.

2. ***Client Friendly IPP***



- Amy L. and Karen reviewed the pamphlet entitled "A Client's Guide to My Individual Program Plan" which is posted on Alta's website in multiple languages.
 - The Association of Regional Center Agencies (ARCA) has developed their own version of this, and the Department of Developmental Services (DDS) also has a fillable version posted on their website.
 - Alta's Client Advocates are available if anyone has questions.

3. ***Updates***



- ◆ PAN
 - The group met today and continued to plan for the March 29th Regional Meeting.
 - The next meeting is scheduled for March 11th.
- ◆ Alta Board
 - Alta's Board of Directors met on January 23rd.
 - Alta recognized staff that have worked at the agency for five, ten, 15 and 25 years.
 - The Board approved the independent audit report.
 - The group received a presentation from Alta's Education Support Team, as well as information about Alta's Community Care Homes and the American Rescue Plan Act's Early Start Pilot Project.
- ◆ ARCA-CAC
 - The group is scheduled to meet in February.
- ◆ DDS-CAC
 - The group will meet on the second Tuesday and Wednesday in June.

4. ***Public Comments/Announcement***



- No comments/announcements were shared.

The next CAC meeting is scheduled for **Tuesday, March 11, 2025**. The meeting adjourned at 2:41 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Executive Committee Meeting
Monday, March 10, 2025
Minutes

Present:

Dan Lake, President
Kelly Pennington, Vice President &
ARCA Rep
Steven Sanchez, Secretary
Anwar Safvi, Finance Comm. Chair
Amy Lampe, ARCA-CAC Rep
Carmen Aguilar, Member-at-Large

Board Members:

Jackie Armstrong
Garrett Broadbent
EunMi Cho
Johnny Deng
Tom Hopkins
Akkia Pride-Polk

Facilitators:

Amy Fulk
Naomi Smith

Visitors:

Steve Andrews
Loretta Duncan-Fowler
Maureen Fitzgerald
Peter Mendoza

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating
Officer
Jennifer Bloom, Director of Client
Services
John Decker, Director of Community
Services
Camelia Houston, Director of Intake &
Clinical Services
Mechelle Johnson, Director of Client
Services
Faye Tait, Associate Client Services
Director
Lisa West, Executive Secretary

The Executive Committee met on Monday, March 10, 2025, at 4:33 p.m. to discuss:
1) Approval of Revised Conflict of Interest Policy; 2) President's Report; and
3) Executive Director's Report.

- Ms. Fitzgerald noted that she would have appreciated receiving the additional Purchase of Services (POS) expenditure chart prior to Mr. Ahmad's review during the Finance Committee meeting.

Without objection, Kelly Pennington made the motion to adopt the Executive Committee meeting minutes of February 10, 2025, as submitted.

1. Approval of Revised Conflict of Interest Policy

- Ms. Banales noted that ACRC's current Conflict of Interest Policy was approved by the Board in June 2011. Per the recent Department of Developmental Services (DDS) Directive, which was release on January 30, 2025, regional center employees are prohibited from accepting gifts from a service provider, client, or client's family member valued over \$15 and establish a policy. Regional center senior staff, which is operationally defined by DDS, are also prohibited from hiring relatives.

- The changes highlighted have been embedded into this draft that will need formal approval at the March 27th Board meeting, in order to meet the department's timeline requirement.

Without objection, Amy Lampe made the motion to recommend to the full Board the approval of the revised Conflict of Interest Policy as presented.

2. *President's Report*

- Mr. Lake expressed appreciation to those in attendance today and welcomed everyone to the new office space.

3. *Executive Director's Report*

- Ms. Banales shared that we are excited to have our first official meeting here in the new space. For those in attendance, we will provide a short tour after we adjourn.
 - Today is the first day welcoming staff to the new site – staff are happy and positive about the new space.
 - The site is modern, clean and nice. We are excited to offer this space to our staff and community.
- March is National Disability Awareness Month, and while ACRC continues to highlight people's stories every day, we will be sharing client stories across our social media platforms.
 - The color associated with this month is orange.
- Last Tuesday was the Association of Regional Center Agencies' (ARCA's) Grassroots Day at the State Capitol.
 - Statewide, over 200 individuals meet with legislators and their staff to keep the issues important to the developmental disability community in the forefront.
 - ACRC attended ten meetings, with 17 participants; five of these meetings were with the actual representatives and the other five were with their staffers.
 - Ms. Banales expressed appreciation to those Board members that assisted in making this day a success. All three of ACRC's Client Advocates participated, as well, and their stories are rich to share since they work at ACRC and also receive services.
- Reminders:
 - ACRC is holding our Annual POS Data Meetings virtually on March 18th, from 5 to 7 p.m., and March 25th, from 1 to 2 p.m.
 - We will review the data at the first meeting and then have further discussions at the second meeting.
 - Input is accepted throughout the year at posequity@altaregional.org.
 - Comments/suggestions will be considered prior to sending ACRC's required report to DDS.
 - Information is posted on our agency's website.

- The National Core Indicators (NCI) is currently conducting an in-person survey for adults aged 18+ who receive services to share information about their quality of life and how they feel about the services they receive. The State Council on Developmental Disabilities (SCDD) administers and oversees this survey. ACRC continues to promote participation in this survey knowing that client feedback is invaluable; our goal is to have 400 clients participate by June 30th.

The next Executive Committee meeting is scheduled for **Monday, May 12, 2025**. The meeting adjourned at 4:50 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Executive Committee Meeting
Monday, February 10, 2025
Minutes

Present:

Dan Lake, President
Kelly Pennington, Vice President &
ARCA Rep
Steven Sanchez, Secretary
Anwar Safvi, Finance Comm. Chair
Amy Lampe, ARCA-CAC Rep
Carmen Aguilar, Member-at-Large

Board Members:

Jackie Armstrong
Johnny Deng
Tom Hopkins
Ceasar Seabron

Facilitators:

Amy Fulk
Shaquille Gunnison
Naomi Smith

Visitors:

Steve Andrews
Loretta Duncan-Fowler
Maureen Fitzgerald

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating
Officer
John Decker, Director of Community
Services
Camelia Houston, Director of Intake &
Clinical Services
Mechelle Johnson, Director of Client
Services
Lisa West, Executive Secretary

The Executive Committee met on Monday, February 10, 2025, at 4:08 p.m. to discuss: 1) President's Report; and 2) Executive Director's Report.

- Ms. Fitzgerald sent a letter to the Board yesterday evening regarding ACRC's Purchase of Services (POS) utilization rate for the 2023-24 fiscal year (FY). Through a Public Records Act (PRA) request, she received information that noted a drop to 53%, which is the lowest of the 21 regional centers.

Without objection, Dan Lake made the motion to adopt the Executive Committee meeting minutes of January 13, 2025, as submitted.

1. *President's Report*

- Mr. Lake expressed appreciation to those in attendance today.

2. *Executive Director's Report*

- Ms. Banales noted that updating the rates for our service providers has required hours beyond the typical workday and the leadership of both Mr. Ahmad and Mr. Decker assisted their departments with these updates. Their leadership across the state is noted.
- Last week, Ms. Banales and Mr. Decker attended a CPCIDD (California Policy Center for Intellectual & Developmental Disabilities) sponsored event at the Meristem campus. The "Housing for All: Best Practices in IDD Housing

Development" symposium was well attended, and individuals were able to learn about Best Practices across the state.

- The Department of Developmental Services (DDS) issued a Directive stating that regional center staff are not allowed to accept gifts over \$15 annually. This Directive also states that each regional center is to establish a policy that states that senior staff are not allowed to hire family members. It is Ms. Banales' understanding that this will be attached to the regional center contract, so she has reached out to the Association of Regional Center Agencies (ARCA) to see if they will draft a template for centers to use. Her intent is to bring the draft policy before this committee at the March 10th meeting.

The next Executive Committee meeting is scheduled for **Monday, March 10, 2025**. The meeting adjourned at 4:16 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Finance Committee Meeting
Monday, March 10, 2025
Minutes

Present:

Anwar Safvi, Chair
Johnny Deng
Tom Hopkins
Dan Lake
Kelly Pennington

Visitors:

Steve Andrews
Loretta Duncan-Fowler
Maureen Fitzgerald
Peter Mendoza

Board Members:

Carmen Aguilar
Jackie Armstrong
Garrett Broadbent
EunMi Cho
Amy Lampe
Akkia Pride-Polk
Steven Sanchez

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating Officer
Jennifer Bloom, Director of Client Services
John Decker, Director of Community Services
Camelia Houston, Director of Intake & Clinical Services
Mechelle Johnson, Director of Client Services
Faye Tait, Associate Client Services Director
Lisa West, Executive Secretary

Facilitators:

Amy Fulk
Naomi Smith

The Finance Committee met on Monday, March 10, 2025, at 4:04 p.m. to discuss:
1) Monthly Financial Report; and 2) Review Annual Client-to-Service Coordinator Ratio Report.

Without objection, Anwar Safvi made the motion to adopt the Finance Committee meeting minutes of February 10, 2025 as submitted.

1. Monthly Financial Report

Issue: The monthly financial report is reviewed by the Finance Committee prior to presentation to the Board.

Discussion and Action: The January 31, 2025 financial report indicates that with 58.3% of the year elapsed, ACRC has expended 55.5% of Purchase of Services (POS) and 48.5% of Operations (OPS) for the current fiscal year (FY).

Mr. Ahmad noted that although rate increases have been implemented, not all costs of the rate study are reflective in his report. Previously, ACRC's average monthly POS expenditure was approximately \$60 million, and now it has increased to \$70+ million. He shared that our POS expenditure will continue to increase.

Mr. Ahmad expects to exhaust our agency's POS allocation during the current FY. Our base contract from the Department of Developmental Services (DDS) gave us

\$700 million. The first allocation has been received, and we should receive the second within the next few months.

The biggest unknown is how much the rate increases will affect our expenses.

Without objection, Anwar Safvi made the motion to recommend to the full Board the acceptance of the monthly financial statement as submitted.

2. Review Annual Client-to-Service Coordinator Ratio Report

Issue: The committee needs to review the annual caseload ratios.

Discussion and Action: Annually, regional centers are required to report their caseload ratios to DDS.

As of March 1st, ACRC's caseload ratios are as follows:

Date	Complex Needs	Low to No POS	Medicaid Waiver	Age 0-5	Moved from DC within Last 12 Months	All Others
10/1/2022 Ratio	23	32	85	65	24	85
3/1/2023 Ratio	23	36	81	64	53.6	77
3/1/2024 Ratio	21.2	32.4	74.7	52.1	20.9	73.2
3/1/2025 Ratio	24.1	34.3	72	43	11	71.1
Required Ratio	25	40	62	40	45	66

Previously, this report compares the prior year only, but to illustrate growth in hiring, the chart provides the data from the past four years. ACRC currently has 775 staff, and our Human Resources (HR) Department is working diligently to fill open positions (both growth and backfill).

The vast majority of clients (95%) fall into the "Medicaid Waiver", "Age 0-5" and "All Others" categories.

- **Information only.**

Mr. Ahmad shared a chart onscreen entitled "2023-2024 Purchase of Services by Regional Center" and noted that DDS does not produce this chart for their own tracking purposes, rather this chart was created at the Public Records Act (PRA) request of a community member.

- The report reflects regional centers' utilization rates between total services authorized and services billed. ACRC, for presentation purposes, added additional columns to compare each regional center's expenses to their budget contract allocated and compares per capita expenditures for each regional center to statewide average. ACRC spent 85% of its allocation; all 21 regional centers in total spent 88% of the statewide allocation. POS authorizations practices vary across the state. Some regional centers write minimum POS amounts and amend POS when more hours are designated. Others write for maximum utilization per month. Some examples include:
 - Day programs bill on a daily rate. Maximum billable days are 23 days per month, so regional centers put in 12 months at 23 days each, knowing that all of the days will not be billed due to holidays, staff training days, etc.
 - Respite is also a category with elevated POS hours. A client may be authorized 90 hours per quarter for respite service, but due to their personal reasons, may only need half of those hours for a particular quarter, while the regional center continues to fulfill the services reflected in the Individual Program Plan/Individual Family Service Plan (IPP/IFSP).
- Per Capita, as compared to the statewide data, ACRC is spending \$18,468 annually per client or 90% of statewide average.

Ms. Banales and Mr. Ahmad met with the Director of DDS who stated that the utilization amount is not the appropriate measure to consider. The appropriate measure is to compare regional center budgeted allocation of POS to percentage spent, making sure that regional centers do not exceed their allocation. This is not a functional report that the department utilizes.

The next Finance Committee meeting is scheduled for **Monday, May 12, 2025**. The meeting adjourned at 4:33 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Finance Committee Meeting
Monday, February 10, 2025
Minutes

Present:

Anwar Safvi, Chair
Johnny Deng
Tom Hopkins
Dan Lake
Kelly Pennington

Board Members:

Carmen Aguilar
Jackie Armstrong
Amy Lampe
Steven Sanchez
Ceasar Seabron

Facilitators:

Amy Fulk
Shaquille Gunnison
Naomi Smith

Visitors:

Steve Andrews
Loretta Duncan-Fowler
Maureen Fitzgerald

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating Officer
John Decker, Director of Community
Services
Camelia Houston, Director of Intake
& Clinical Services
Mechelle Johnson, Director of Client
Services
Lisa West, Executive Secretary

The Finance Committee met on Monday, February 10, 2025, at 4:01 p.m. to discuss the Monthly Financial Report.

Without objection, Anwar Safvi made the motion to adopt the Finance Committee meeting minutes of January 13, 2025 as submitted.

1. Monthly Financial Report

Issue: The monthly financial report is reviewed by the Finance Committee prior to presentation to the Board.

Discussion and Action: The December 31, 2024 financial report indicates that with 50% of the year elapsed, ACRC has expended 46.1% of Purchase of Services (POS) and 40.1% of Operations (OPS) for the current fiscal year (FY).

Mr. Ahmad shared that ACRC's Accounting Department, along with the Community Services and Supports Department, has been updating service provider rates. All vendors who received an invoice should have received invoices reflective of their updated rates.

All service providers are verifying their service codes and subcodes and will be obligated to sign a "Rate Reform Service Acknowledgement" form by the end of February, so that ACRC staff can review and forward to the Department of Developmental Services (DDS) by March 31st.

As in years past, ACRC prepays some OPS expenses in the first part of the FY. We are in the midst of our move to our new Sacramento headquarters. The office will be open to the public on March 3rd, with staff in-house on March 6th. Mr. Ahmad is expecting ACRC to expend our entire OPS allocation this FY.

The DDS biannual audit started a week ago. Mr. Ahmad is hopeful that he will have a report to share with the Board within two months.

Without objection, Tom Hopkins made the motion to recommend to the full Board the acceptance of the monthly financial statement as submitted.

The next Finance Committee meeting is scheduled for **Monday, March 10, 2025**. The meeting adjourned at 4:08 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Provider Advisory Committee Meeting
Thursday, March 13, 2025
Minutes

Present:

Lindsey Dyba, Futures
Explored, Inc., Chair
Garrett Broadbent, Creative
Living Options, Co-Chair &
Design. Dir.
James Astorga, F&A Astorga
Care Home
Janet Brandon, A.I.M. &
Associates
Eric Ciampa, UCP of Sacramento
Andrea Croom, InAlliance
Bonnie Douglas, Turning Point
Kate Halecky, Southside
Unlimited
Joe Jaquez, EGA CT
Jay Kolvoord, STEP, Inc.
Christa McClure, Tri-County
Respite Care Service
Michelle Ramirez, On My Own
Antonio Ranit, Antelope Hills
Manor
Laleh Sharpe, Maxim Healthcare
Services
Yvonne Soto, DDSO
Carole Watilo, Progressive
Employment

Visitors

Jessica Anderson
Robyn Bajema
Taylor Berry
Gregg Brandon
Allan Bravo
Nora Cancino
Christa Coats
Meddie Cueva
Patti Damon
Bill Duncan
Maureen Fitzgerald
Angel Garcia
Gizelle Garcia
Michael Hayes
Braydon Holtzinger
Erica Horn

Dawn Horwath
Lana Knyazev
Letty Leon
Michael Lyman
Susana Magana
Maria McConnell
Susan Miner
Kell Nuttall
Lois Orcutt
Amy Parkin
Becca Pressnell
Melissa Savage
Kristin Symonds
Cynthia Teel
Jennifer Todd
Jasmine Vollenweider
Rafael Wagas
Michelle Wild
Max Woodford

Staff:

Lori Banales, Executive Director
Scott Barr, Quality Assurance and
Compliance Manager
Jennifer Bloom, Director of Client
Services
John Decker, Director of Community
Services
Michelle Duchene, Community
Services & Supports Manager
Jordan Eller, Specialized Services
Manager
Camelia Houston, Director of Intake &
Clinical Services
Mechelle Johnson, Director of Client
Services
Carly Moorman, Client Employment
Specialist
Jason Scantlebury, LEAD Community
Services Specialist
Kristi Shaffer, Community Services
Specialist
Lisa West, Executive Secretary

The Provider Advisory Committee (PAC) met on Thursday, March 13, 2025, at 9:30 a.m. to discuss: 1) Presentation from ACRC's Education Support Team; 2) ACRC Vendor Forum Representative Updates; 3) Executive Director's Report; 4) System Reform and Legislative Updates; 5) PAC Committee Reports; and 6) Announcements/Comments. All present provided self-introductions.

1. ***Presentation from ACRC's Education Support Team***

- Ms. Bloom introduced Kristine Gamberg and Tara Cawthon-Argerich, ACRC's Education Support Team, who serve over 16,000 clients within the educational service system.
 - Both Ms. Gamberg and Ms. Cawthon-Argerich provided an overview of their roles and responsibilities, as well as their background.
 - In June 2024, they launched an Education Consultation Clinic (ECC), which allows Service Coordinators (SCs) to staff simple and immediate education concerns.
 - ACRC's Education Support Team has held five SC Workshops and continues to hold Community Workshops (two last calendar year, with an additional two that are scheduled for March 20th and June 26th).
 - ACRC have shared information about the Community Workshops with the Special Education Local Plan Areas (SELPA's) that we work with, as well as WarmLine. SCs also reach out to the clients and families that ACRC serves.

Without objection, Lindsey Dyba made the motion to approve the Provider Advisory Committee meeting minutes of February 13, 2025, as submitted.

2. ***ACRC Vendor Forum Representative Updates***

- Community Care Licensing (CCL) Regulations Discussion
 - Stephenie Doub, CCL's Regional Manager, will be rescheduled.
- ACRC vendor forums will resume in May.

3. ***Executive Director's Report***

- Mr. Decker shared that the Department of Developmental Services (DDS) released a Directive on March 6th, entitled "Remote Services – Day Programs and Independent Living Services."
 - It is still ACRC's understanding that for medical and behavioral day programs, consultations must be in-person. Mr. Decker is seeking additional guidance from the department.
 - This is a Planning Team discussion – the client must decide what is best to support their needs. Any barriers that the service provider may face in providing said services should not be a factor.
- Regional centers are required to verify usual and customary rates. We are on the precipice of getting changes to the transportation rates, as well.
- At last Friday's "Coffee with Community Services," a Home and Community-Based Services (HCBS) presentation was shared. Mr. Decker

believes ACRC should have offered this presentation to the PAC first – it is available if this committee wishes.

- Consultants must be identified in service provider's program designs by the end of December.
- ACRC staff are updating the exemption form. At the end of April, we will be offering office hours on Tuesdays and Thursdays from 11 a.m. to noon, to assist providers in completing theirs.
 - Please reach out to your Community Services & Supports (CSS) Specialist if you would like extra support.
 - Ms. Duchene will provide updates at upcoming "Coffee with Community Services" meetings.
 - She clarified that a provider's exemption freezes their rate and service code during the "hold harmless" period, while DDS reviews the exemption.
- Regarding the DDS' Provider Directory, ACRC has processed 160 vendor changes, with an additional nine pending. Data issues continue.
 - ACRC staff continue to direct service providers back to the department if they have additional questions.
- ACRC's CSS Department is working with R&D Transportation to make sure all of the transportation workbooks are accurate prior to being sent to providers. Out of the 53 transportation providers that ACRC has, 29 have signed acknowledgements.
 - Mr. Decker clarified that DDS has not instructed regional centers to move daily rates to hourly rates. Those providers that have daily rates should not sign any acknowledgement for hourly rates at this time.
- The Association of Regional Center Agencies' (ARCA's) Grassroots Day was held last week at the State Capitol. ACRC's group attended ten meetings; five with the representatives, and the remaining were with staffers.
 - In total, 21 regional centers attended 114 meetings, with 200+ participants statewide.
 - These meetings provided an opportunity to promote the initiatives that impact clients and families.
- The Assembly Budget Subcommittee #2 on Human Services Hearing is scheduled for March 26th, at 1:30 p.m., and the Senate Subcommittee #3 on Health and Human Services Hearing is scheduled for April 24th, at 9:30 a.m.
 - Ms. Banales believes there will be a virtual option; testimony will be in person.
- Ms. Banales and Mr. Decker will be providing an update on the DSP Collaborative at the California Community Living Network (CCLN) Annual Leadership Conference 2025. This group has engaged with the seven Los Angeles regional centers, who are all supportive of it and will be promoting the collaborative to direct support professionals (DSPs) in Southern California.

- ACRC and Valley Mountain Regional Center (VMRC) have spoken to DDS, who support this opportunity. We will have a kick-off meeting for this expansion.
- ACRC will be holding one last opportunity to pick up available furniture this Saturday at the Harvard location.
- ACRC's Annual Purchase of Services (POS) Data meeting is scheduled for March 18th, from 5 to 7 p.m. On March 25th, from 1 to 2 p.m., we will continue the discussions. More information, including the presentation, is posted on our agency's website.
 - Input is welcomed throughout the calendar year at posequity@altaregional.org.
- Ms. Banales noted that ACRC shared the annual caseload ratio report at Monday's Finance Committee. It is a strategic balancing act to hit DDS' mandated caseloads.

4. ***System Reform and Legislative Updates (Capitol Coalition, CCLN, CDSA, CRA, PAVE, CaAPSE & Master Plan Workgroup)***

- Capitol Coalition
 - The group is meeting again today after the PAC meeting. They have finalized their logo and Mission statement and continue to discuss advocacy opportunities.
 - New members are welcome.
- CCLN
 - The CCLN Annual Leadership Conference 2025 will be held in San Diego from April 16th – 18th.
 - Self-advocates will be sharing their stories, and attorneys will be discussing "safe spaces."
- CDSA
 - At next Tuesday's California Disabilities Services Association (CDSA) reception, an award will be presented to a legislator.
 - Their Legislative Conference is scheduled for April 7th, 8th & 9th.
 - The group is focusing their efforts on Medicaid advocacy.
- CRA
 - Today, DDS held a stakeholder's meeting to discuss the standardized family assessment, inclusive of respite, personal attendant (PA) and day care; they sent out internal documents.
 - If you have concerns, Mr. Ciampa encourages you to attend these meetings.
- PAVE
 - ACRC staff met with Dr. Julie Beadle-Brown and discussed a potential pilot project with ACRC, which Mr. Decker would like to discuss further at the May PAC meeting.
 - We will be recruiting 30 to 40 individuals to be a part of this.
 - Working on the month-to-month roll out with CCLN.

- CaAPSE
 - The California branch of the National Association of People Supporting Employment First (CaAPSE) is working on employment services – meeting with representatives to discuss SB 639, which would end sub-minimum wage, and working with a group of providers across the state that have worked with employment exemptions. They are also looking at tailored day services.
 - The National APSE Conference will be held in Washington, D.C. in June.
 - CaAPSE and CDSA met with the Department of Rehabilitation to discuss their 90% rate. They were unclear and confused about the Quality Incentive Program (QIP).
 - Another meeting is scheduled for next week.
- Master Plan Workgroup
 - The draft Master Plan has been released.
- Robin LeMay, ACRC's POS Manager, has been working on the bilingual pay differential; Ms. Duchene will provide an update to the PAC next month.
- Regarding DSP internships and working with All's WELL, it is Mr. Decker's understanding that some interns have been hired.
 - It would be helpful for regional centers to receive guidance from DDS on how to promote this opportunity.
- Crosswalk Ad-Hoc Committee
 - The meeting is scheduled for next Monday, March 17th, at 11 a.m.

5. **PAC Committee Reports**

- Communication & Outreach Committee
 - Beginning at the April PAC meeting, members will have the opportunity to discuss those things that they have encountered while running their businesses.
 - They are updating the PAC matrix, so that they can target those regions or service categories that are not currently reflected in PAC membership.
 - Please make sure to send your updated matrix to Ms. West.
 - The next meeting is scheduled for May 6th.
- Vendor Relations Committee
 - The group has been working with Ms. Johnson and Ms. Bloom – the service guides are posted on ACRC's website.
 - The next meeting is scheduled for March 24th at 1 p.m.
- As a reminder, each PAC member must sit on at least one of these committees.

6. **Announcements/Comments**

- At the April PAC meeting, an insurance broker is scheduled to lead a discussion about employees driving personal vehicles for work.

- CDSA is currently proposing legislation on this issue – AB 815 (Ortega) Vehicle insurance: vehicle classification.
 - Employees are not commercial drivers (e.g., Uber or Lyft drivers).
- Ms. Ramirez shared that the roommate app has matched five clients.
 - If a client is interested in creating a profile, On My Own is willing to assist.
 - Information is posted on On My Own's website under "Client Service."
 - She will share information at an upcoming "Coffee with Community Services", as well.
- Futures Explored is holding a "Spring Fling Dance" on March 29th – this event is for individuals 18 and over.
- Ms. Watilo believes that service providers need to get involved with what might be happening to Medicaid. If they are going to place a work restriction on Medicaid services, it will be difficult for some individuals. She encouraged everyone to talk with their representatives.
 - Congressman Kevin Kiley is hosting a virtual town hall on March 17th at 6:30 p.m.
 - "Resources for ALL Californians" are posted on ACRC's website. ARCA has sent out resources, as well. Our job is to talk about what is most important to the individuals that we serve. ACRC will continue to provide as much information as possible on these issues when it is released.
- Recently, Mr. Decker attended a HUD (U.S. Department of Housing and Urban Development) opportunity in Woodland regarding a two-year planning grant. He is seeking service provider volunteers to join him in these discussions so that feedback can be shared on ways to expand services for individuals with developmental disabilities.
- Housing Now officially closed and donated their remaining funding to the Supported Life Institute (SLI) for their upcoming conference.
- ACRC is hosting the Lanterman Housing Alliance's (LHA's) 2025 Spring Housing Summit on March 19th & 20th.

The next PAC meeting is scheduled for **Thursday, April 10, 2025**. The meeting adjourned at 11:23 a.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales

Alta California Regional Center
Provider Advisory Committee Meeting
Thursday, February 13, 2025
Minutes

Present:

Garrett Broadbent, Creative
Living Options, Co-Chair &
Design. Dir.
Eric Ciampa, UCP of Sacramento
Andrea Croom, InAlliance
Bonnie Douglas, Turning Point
Kate Halecky, Southside
Unlimited
Joe Jaquez, EGACT
Jay Kolvoord, STEP, Inc.
Christa McClure, Tri-County
Respite Care Service
Michelle Ramirez, On My Own
Yvonne Soto, DDSO
Carole Watilo, Progressive
Employment

Absent: (* excused)

Lindsey Dyba*, Futures
Explored, Inc., Chair
James Astorga, F&A Astorga
Care Home
Janet Brandon*, A.I.M. &
Associates
Antonio Ranit*, Antelope Hills
Manor
Laleh Sharpe*, Maxim Healthcare
Services

Visitors

Jody Bailey
Mirela Bere
Taylor Berry
Nora Cancino
Lisa Cappellari
Gina Cisero
Meddie Cueva
Loretta Duncan-Fowler
Tony Duplan
Chuks Elochukwu
Maureen Fitzgerald

Jacquie Foss
Elizabeth Freeman
Gizelle Garcia
Melanie Gonzales
Royce Goree
Michael Hayes Sr.
Earl Holmes
Priscilla Holmes
Braydon Holtzinger
Erica Horn
Jessica Knuth
Letty Leon
Michael Lyman
Dyshay McKinnon
Grant Murrey
Lois Orcutt
Amy Parkin
Becca Pressnell
Michelle Ramirez, CBEM
Kris Ross
Kristin Symonds
Cynthia Teel
Jasmine Vollenweider
Rafael Wagas

Staff:

Jennifer Bloom, Director of Client
Services
John Decker, Director of Community
Services
Michelle Duchene, Community
Services & Supports Manager
Jordan Eller, Specialized Services
Manager
Camelia Houston, Director of Intake &
Clinical Services
Mechelle Johnson, Director of Client
Services
Helen Neri, Community Services &
Supports Manager
Lisa West, Executive Secretary

The Provider Advisory Committee (PAC) met on Thursday, February 13, 2025, at 9:31 a.m. to discuss: 1) Director's Report; 2) Board Report; 3) ACRC Vendor Forum Representative Updates; 4) System Reform and Legislative Updates; 5) PAC Committee Reports; and 6) Announcements/Comments. All present provided self-introductions.

Without objection, Garrett Broadbent made the motion to approve the Provider Advisory Committee meeting minutes of January 9, 2025, as submitted.

**change in agenda was noted*

**Mr. Broadbent presented Jacquie Foss with a plaque to acknowledge her years of service.*

1. **Director's Report**

- Mr. Decker noted that this is ACRC staff's last week in this building – 14 years to the day of moving in, we will be exiting this building. Over the next two weeks, we will be shifting our operations to the new site located at 4151 E. Commerce Way, Suite 100, Sacramento, CA 95834.
 - The March PAC meeting will be held at the new office.
- At last week's Community Meeting, Ms. Johnson stated that ACRC is rolling out its Supported Decision-Making (SDM) Trainings to our outlying offices. The first training session will be held at our Yuba City office on Tuesday, February 25th. The virtual training is scheduled from 10:30 to 11:30 a.m. that day and an in-person workshop follows from 1 to 2 p.m., where interested individuals will have an opportunity to start drafting their plan.
 - Ms. Foss shared that STEP, Inc. has a large room in Yuba City if ACRC ever needs a larger room to accommodate participants.
- ACRC's Annual Purchase of Services (POS) meeting is scheduled for March 18th, from 5 to 7 p.m., with a follow-up meeting on March 25th, from 1 to 2 p.m., to discuss the data presented on March 18th and accept stakeholder input.
- In regards to the National Core Indicators (NCI), the adult in-person surveys are being conducted this year.
 - ACRC staff are encouraging clients to participate.
- The Association of Regional Center Agencies (ARCA's) Grassroots Day is scheduled for March 4th at the State Capitol.
- On February 4th, ACRC Executive Staff were able to meet JaRita Pichon, the Department of Developmental Services' (DDS') newly appointed Chief Equity Officer, leading their Service Access and Equity Division.
 - It is an interesting time for her to take this position, and the more she knows about our service system, the more effective she will be.
 - Mr. Decker extended an offer for her to visit Independent Living Services (ILS) and Supported Living Services (SLS) providers. If she accepts this invitation, ACRC staff will reach out to those providers.

- Ms. Pichon was able to attend the ILS Vendor Fair, which was held that day, as well.
- DDS has posted “Resources for ALL Californians” on their website. ACRC remains committed to the specialty positions that we have been afforded by the department (e.g., deaf and hard of hearing specialist, cultural diversity specialist, etc.).
 - We recognize that situations across the state are impacting individuals. ACRC staff will continue to gather resources from the connections that we have as an agency.
- Last week, the CPCIDD (California Policy Center for Intellectual & Developmental Disabilities) sponsored an event at the Meristem campus. The “Housing for All: Best Practices in IDD Housing Development” symposium was well attended, and individuals were able to learn about opportunities across the state.
- Regarding the rate study:
 - There are formula and quality incentive payment errors. Mr. Decker heard that 6,000 vendorizations were approved last week. ACRC has 1,300 acknowledgement letters to send out, after the information is verified by ACRC staff. This is a statewide issue.
 - After the letters are sent, the remaining 10% payments will be issued to providers. Mr. Decker noted that with this much data and the number of worksheets, it is a daunting task for regional center staff.
 - Health & Safety Waivers will remain in place until the new rate surpasses it.
 - The “hold harmless” clauses will stay in place through June 2026.
 - There are challenges with the rate study and Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHNs). These facilities require acknowledgement forms and need hold harmless calculations. DDS will meet with regional centers to discuss costs not captured in current Level 7 and ARFPSHN workbooks.
 - We have asked the department to work on rates for Housing Access Services, Crisis Services, and Intensive Transition Services, which are currently excluded service codes.
 - ACRC is in the process of vendorizing new homes. Once the new vendorization bridges over to DDS, they will send an invite to the vendor with a 45-day deadline to confirm their information in the system (not 45 days from vendorization, but 45 days after DDS receives the data from the regional center, which may be the following month). DDS will be releasing this Directive soon. The department does not want to penalize any new vendor during this process.

- DDS will better be able to assess any issues with the Transportation rate methodology once the vendor-submitted hold harmless data can be analyzed.
 - The statewide transportation group continues to meet, and they are hopeful that the workbooks will shed some light about the disparities that exist. They continue to push more data to the department between meetings.
 - If you want any more information on this, please reach out to Mr. Ciampa.
- Ms. Foss believes Enhanced SLS needs to also be looked at.
- Per committee members requests, acknowledgement forms will no longer be sent in bulk.
 - If there are any issues, please email Ms. Duchene and she will ask her team to resend.
- Mr. Decker made copies of the "DDS Multifamily Housing Development Map" that is posted on the department's website.
- DDS is excited that ACRC's and Valley Mountain Regional Center's (VMRC's) DSP Collaborative will be expanding to other regional centers over the next few years.
 - The plan is to expand to the Los Angeles area first, then the other centers after that.

2. **Board Report**

- Mr. Broadbent reminded everyone that the PAC has two standing committees – the Communication & Outreach Committee and the Vendor Relations Committee (the Legislative Committee was discontinued).
- The Capitol Coalition will be meeting in this room after the PAC meeting.
- A suggestion has been made to establish another committee to discuss service codes 055 & 063.
 - Volunteers include Jay Kolvoord (Chair), Andrea Croom, Kate Halecky and Joe Jaquez.
 - Mr. Kolvoord will identify the Committee's name.
 - If you are interested in joining this committee, please email jayk@stepagency.com.
- The Board added two members at the November Board meeting – Ceasar Seabron and Akkia Pride-Polk.
- At the January 23rd meeting:
 - During the "Meeting Our Mission" segment, A.J., a client, personally recognized his Service Coordinator (SC) and shared how her role in his life affected him positively.
 - ACRC recognized staff for their years of service.
 - The financial report reflects an increase in costs for the first quarter due to the rate study. The Board also reviewed and accepted the "clean" independent audit report.

- ACRC's Education Support Team shared a presentation which noted that 16,606 clients have either an Individual Education Plan (IEP), a 504 Accommodation Plan, or are in the process of being assessed for special education to determine eligibility.
 - PAC members expressed an interest in having this presentation shared at a future meeting.

3. ***ACRC Vendor Forum Representative Updates***

- Community Care Licensing (CCL) Regulations Discussion
 - Stephenie Doub, CCL's Regional Manager, will be attending the March PAC meeting.
- ACRC continues to hold rate reform vendor forums.

4. ***System Reform and Legislative Updates (Capitol Coalition, CCLN, CDSA, CRA, PAVE, Master Plan Workgroup, & Service Provider Coalition Group)***

- Capitol Coalition
 - As Mr. Broadbent mentioned, the group is meeting after the PAC meeting today at ACRC.
 - Ms. Croom noted that they are working on their Mission statement, revising their logo and completing their application to join the Lanterman Coalition.
- CCLN
 - The California Community Living Network (CCLN) Annual Leadership Conference 2025 will be held in San Diego from April 16th - 18th.
 - "Staying Strong Together – Advocacy, Hope & Resilience", this conference will focus on diversity, equity and inclusion. A panel from the LGBTQIA+ and Hispanic communities will share how they feel threatened at this time. More information will be released soon.
 - Teresa Anderson, Public Policy Director of the Arc/UCP California Collaboration, has released her report on the workforce. She is scheduled to share a presentation at the conference.
 - CCLN will be reaching out to ACRC and VMRC about possibly sharing a presentation on the DSP Collaborative, as well.
 - Mr. Ciampa and Ms. Foss are part of the DDS Quality Incentive Program (QIP) focus group. In time, it appears that our service system will be a pay-for performance system, which is concerning because utilization will become targeted.
 - Mr. Kolvoord noted that the Master Plan Workgroup, which he is a member of, has shared that there is no plan to move all services over to Managed Care.

- CDSA
 - The California Disabilities Services Association (CDSA) held their public policy briefing, and their Legislative Affairs Conference is scheduled for March.
- CRA
 - During the last DDS QIP meeting, there was a growing consensus that there needs to be more advocacy. Mr. Ciampa encouraged service providers to view the meeting information on DDS' website in their archive section.
 - DDS plans to hold a meeting to discuss a universal metric system for respite and personal attendants (PAs). They have a statutory deadline to have something completed by December, so that it can be implemented in January 2026.
 - There continues to be questions about bundling mileage.
- PAVE
 - The group will be meeting within the next few weeks.
- Master Plan Workgroup
 - A meeting was held in Oakland yesterday.
 - Recommendations are being formalized by all of the different workgroups to be presented to the full group.
 - Mr. Kolvoord noted that they have not received much feedback on housing and transportation issues. If you are a transportation provider, showing up to these meetings and providing input would be valuable.
- CaAPSE
 - The California branch of the National Association of People Supporting Employment First (CaAPSE) is reviewing employment service codes and is seeking partners to help address ongoing issues.
 - There are also issues with Tailored Day Services (TDS). Clients are not able to access these services because they need more hours for other services.

5. ***PAC Committee Reports***

- Vendor Relations Committee
 - Mr. Broadbent shared that the group met and reviewed the correspondence that they have been having with Ms. Johnson and Ms. Bloom regarding Purchase of Services (POS) processing issues, which continues to be ongoing.
 - Ms. Watilo would like to join this group.
- Communication & Outreach Committee
 - Mr. Ciampa and Ms. Ramirez have verified the membership and sent out a survey to find a meeting time for everyone. Anyone is welcome to join.
 - The next meeting is scheduled for March 4th at 10 a.m.

6. ***Announcements/Comments***

- Because of the weather, Mr. Kolvoord shared that STEP, Inc. has cancelled their second annual Valentine's Day event.
- Ms. Watilo shared a January 2025 report from the Illinois State Council on Developmental Disabilities entitled "*What's At Stake: Project 2025's Potential Impact on People with Developmental Disabilities.*"
- Ms. Duncan-Fowler noted that the State Council on Developmental Disabilities (SCDD) is trying to find a meeting space that follows the Brown Act.
- STEP, Inc. is offering a paid Deaf Training that is available for hearing staff that provide services to deaf clients. If you would like more information, please contact Mr. Kolvoord.
- Please send any suggested agenda items to Ms. Dyba for the March meeting.

The next PAC meeting is scheduled for **Thursday, March 13, 2025**. The meeting adjourned at 11:17 a.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales



SLATE

TO: Members, ACRC Board of Directors
FROM: Kelly Pennington, Board Development Committee Chair
RE: Candidates for 25-26 FY
DATE: March 10, 2025

ACRC's Board of Directors will vote on the 2025-26 FY's Slate of Officers and Board positions at the May 22nd Board meeting.

The Board Development Committee submits the following for the Board's consideration:

President:	DAN LAKE, Sacramento County
Vice President:	KELLY PENNINGTON, Sacramento County
Secretary:	STEVEN SANCHEZ, Placer County
Treasurer:	ANWAR SAFVI, Sacramento County
ARCA Rep:	KELLY PENNINGTON, Sacramento County
ARCA Rep (alternate):	DAN LAKE, Sacramento County
ARCA-CAC Rep:	AMY LAMPE, Yuba County
ARCA-CAC Rep (alternate):	STEVEN SANCHEZ, Placer County



Alta California Regional Center CONFLICT OF INTEREST POLICY

Board Approved:

Effective Date:

BACKGROUND

Alta California Regional Center (ACRC) recognizes the importance of transparency and accountability to the community it serves.

POLICY

Members of the Board of Directors and all employees, including the Executive Director, shall avoid any conflict of interest between their respective personal, professional, business interests and the interest of ACRC in any and all actions taken by them on behalf of ACRC. A conflict of interest is defined as any activity, event, transaction or action that may influence or benefit a Board member, employee or family member of a Board member or employee. ACRC shall follow all laws and regulations regarding conflicts of interest, including but not limited to the California Welfare and Institutions Code (§§ 4626 - 4626.5) and the California Code of Regulations (§§ 54500-54535).

Definitions

Conflict of Interest (COI): A "conflict of interest" occurs when an individual's personal, financial, or other private interests could potentially influence, or appear to influence, their professional judgment, decisions, or actions. Examples include but are not limited to:

1. Financial interest: A person has a financial interest if a person¹ has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any ACRC vendor²; or
- b. A compensation³ agreement with ACRC or with any entity or individual with which ACRC has a transaction or arrangement.

¹Person Any director, principal officer, member of the governing board or employee of ACRC

²Excludes parent or family member who is a vendor for their child or family member.

³ Compensation includes direct and indirect remuneration, including gifts valued over fifteen dollars (\$15) or favors. A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the Board or Executive Director decides that a conflict of interest exists, in accordance with this policy.

2. Personal Relationships:

- a. Regional center senior staff shall be prohibited from hiring relatives at the center or any ancillary foundation and organization.
- b. Hiring a family member, close friend, or romantic partner for a position or contract where your professional judgment may be biased.
- c. Making decisions that favor businesses or entities owned by family members or friends.

3. Outside Employment:

- a. Holding a job or consultancy role with another organization that competes with, or has business relations with, your primary employer.
- b. Using company time or resources for outside business interests.

4. Board Memberships: Serving on the board of a company or organization that does business with your employer, especially if this position influences company decisions.

5. Confidential Information: Using proprietary or confidential information obtained through your professional role for personal gain or advantage or any unlawful disclosure.

6. Political and Social Affiliations:

- a. Engaging in political activities or advocacy that could compromise your professional neutrality or the perception of your impartiality.
- b. Promoting personal beliefs or causes in a way that affects your professional responsibilities and decisions.

Procedures

1. Duty to Disclose – Board Members and all regional center employees must, upon hire and annually by August 1st each year or with any change in status, complete a conflict of interest statement. Candidates for the Board of Directors, applicants for regional center Executive Director and potential employees must complete a conflict of interest statement prior to being appointed, elected or hired. In connection with an actual or possible conflict of interest, an interested person must disclose the existence of the financial interest or other benefit and be given the opportunity to disclose all material facts to the Board or Executive Director.

2. Recusal of Self – Any Board Member may recuse himself or herself at any time from involvement in any decision or discussion in which the Board Member believes he or she has or may have a conflict of interest, without going through the process for determining whether a conflict of interest exists.

3. Determining Whether a Conflict of Interest Exists – After disclosure of the financial interest or other potential conflict of interest and all material facts, and after any discussion with the interested person, he/she shall leave the Board meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or Executive Committee members shall decide if a conflict of interest exists. The Executive Director shall determine if a conflict of interest exists for any regional center staff member.

4. Violations of the Conflict of Interest Policy

- a. If the Board or Executive Director has reasonable cause to believe a Board Member or employee has failed to disclose actual or possible conflicts of interest, the Board or Executive Director shall inform the Board Member or employee of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the Board member or employee's response and after making further investigation as warranted by the circumstances, the Board or Executive Committee determines the Board Member or Employee has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.
- c. No voting member of the Board or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from ACRC, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

5. Annual Conflict of Interest Statements

Each Board Member and all employees shall annually sign a statement which affirms such person:

1. Has received a copy of the conflict of interest policy,
2. Has read and understands the policy.
3. Has agreed to comply with the policy, and disclose any actual or potential conflict of interest and
4. Understands ACRC is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.
5. If at any time during the year, the information in the annual statement changes materially, the Board Member or Employee shall disclose such changes and revise the annual conflict of interest form.

6. Regular Review – The Executive Committee and the Executive Director shall regularly and consistently monitor and enforce compliance with this policy by reviewing annual statements and taking such other actions as are necessary for effective oversight.

Alta California Regional Center
Financial Report 2024-25 Fiscal Year
January 31, 2025

PURPOSE: Review of monthly financial report by service category and contract allocation to ensure expenditures are inline with expectations and projections.
REQUESTED ACTION: Motion to Accept by Finance Comm/Full BODs (Motion/Second/Commit to Accept) - The Board formally accepts the monthly financial report as submitted.

Percent of Year Elapsed:	58.3%
Percent of POS Expended	55.5%
Percent of OPS Expended	48.5%

Purchase of Services (POS)	Current Month	Year-to-Date	Projected Expenditures Feb-Jun Minimum	Projected Expenditures Feb-Jun Maximum	Actual YTD + Projected Minimum	Actual YTD + Projected Maximum	Surplus (Unallocated) Minimum	Surplus (Unallocated) Maximum
Out of Home	\$20,351,221	\$128,317,864			\$770,000,000	\$770,000,000	\$19,593,894	\$19,593,894
Day Programs	\$9,802,942	\$57,922,009						
Transportation	\$7,463,988	\$40,319,495						
Respite	\$10,372,471	\$40,921,951						
Behavior Intervention	\$191,961	\$897,543						
Community Integration Training	\$4,522,616	\$32,465,001						
Supported Living Services	\$12,768,332	\$81,827,160						
Other Services	\$8,883,812	\$55,393,191						
Total POS	\$74,357,343	\$438,064,215	\$331,935,785	\$337,935,785	\$770,000,000	\$770,000,000	\$19,593,894	\$19,593,894
Comm. Placement Plan (CPP)	\$94,019	\$566,091	(\$170,978)	(\$170,978)	\$395,113	\$395,113	\$0	\$0
Total POS & CPP	\$74,451,361	\$438,630,306	\$331,764,807	\$331,764,807	\$770,395,113	\$770,395,113	\$19,593,894	\$19,593,894

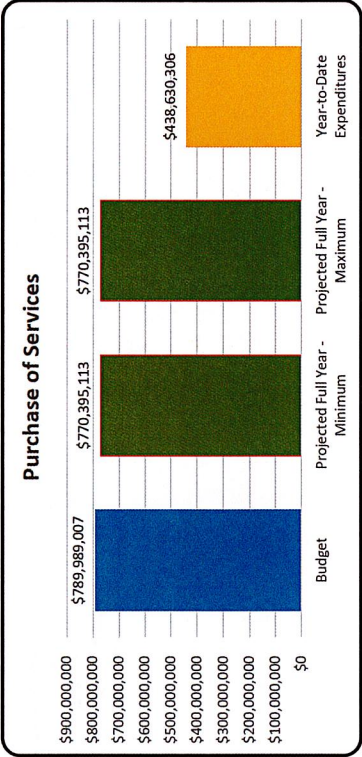
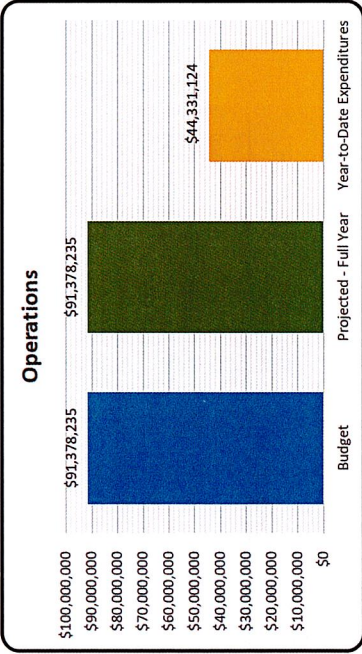
Operations (OPS)	Current Month	Year-to-Date	Projected Feb-Jun	Actual YTD + Projected
Salary & Benefits	\$7,299,599	\$39,376,855		
Equipment	\$26,218	\$137,554		
Facility Rent and Maintenance	\$319,106	\$2,613,254		
Communication	\$54,074	\$357,166		
Insurance	\$0	\$680,946		
Information Technology	\$34,219	\$493,701		
Legal Fees	\$51,628	\$140,480		
Board Expenses	\$1,007	\$6,737		
Accounting Fees	\$0	\$0		
Professional Services	\$81,683	\$544,600		
Staff Mileage	\$59,161	\$379,729		
ARCA Dues	\$0	\$138,107		
General Expenses	\$12,630	\$164,975		
Other Income	(\$9,459)	(\$37,719)		
Interest Income	(\$240,536)	(\$665,259)		
Total OPS	\$ 7,689,329	\$ 44,331,124	\$47,047,111	\$91,378,235
Grand Total	\$ 82,140,690	\$ 482,961,431		

Alta California Regional Center
Financial Report 2024-25 Fiscal Year
January 31, 2025

Budget/Allocation Detail:					Total
	OPS	POS	CPP		
Preliminary Allocation	\$55,314,886	\$614,599,267			\$669,914,153
1st amendment	\$36,063,349	\$174,994,627	\$395,113		\$211,453,089
2nd amendment			\$0		\$0
3rd amendment			\$0		\$0
4th amendment			\$0		\$0
Total Allocation	\$91,378,235	\$789,593,894	\$395,113		\$881,367,242

Notes:

This report represents payments made through January 31, 2025, or 7 month of the 2024-25 fiscal year. Purchase of Service (POS) expenditures were approx \$74.4 million and Operations (OPS) expenditures were approx \$7.6 million for the month. The allocation is reflected through the A-1 Allocation and represents 97%-99% of the fiscal year funding, the remaining anticipated amounts in further allocations will be mainly in restricted programs or rent allocations. Through the A-1 allocation, our budget reflects our partial approved rent allocation, caseload growth, specialized caseload funding, partial CCP/CRDP funding, funding to support the rate reform implementation, special policy positions, SDP outreach, and Cultural competency focus among other continuing items from previous year. We have set a strong hiring plan for new positions along with targeted funding of our unfunded liabilities, based on an expectation of what our allocation will be. Rising inflation has been in the headlines and we are actively managing our inventory of equipment and also supplies to address any impacts from future supply issues and cost impact; however, inflation has started to taper from a growth perspective, we continue to monitor this. Some key ongoing and support costs will be related to our new case management system and related technological transitions, our new Sacramento headquarters relocation, and rising salaries as more than half staff have growth in their salary scales. We also have consciousness on the current LAO budget projections and anticipation of a budget deficit and are taking measures to ensure we are ready for any adjustments on our end. The current presentation is mainly to show projected expenses and our total allocation through the A1. Much of the new funding is for reduced caseloads in ages 0 to 5 years old. In POS, we project a total budget of approx \$750 million dollars. The main component of POS funding are the provider rate increases that were implemented on April 1, 2022 and we had the last phase implemented this current month of January 2025, this will be the last 25% to the rate model inclusive of the 10% incentive. The burns rate study was also updated to implement Statewide legislative minimum wage increases effective July 2024 that will impact the POS budget. The OPS budget does have expenses that are set to incur later, such as the key costs mentioned along with our audit fees. Overall the CY budget appears healthy for our Regional Center with the economic uncertainty due to weak economic trends, monetary tightening and State budget deficit.



Indicates Budget Amount
Indicates Year-to-Date Expenditures

Indicates Projected Expenditures are less than or equal to budget
Indicates Projected Expenditures are greater than the budget