

Alta California Regional Center  
Board of Directors Meeting  
Thursday, March 26, 2020  
Minutes

**Present:** Carmen Aguilar, Eric Ciampa, Johnny Deng, Romilda Jones, Dan Lake, Amy Lampe, Ron Mainini, Paul Platner, Michelle Rewerts, Steven Sanchez, Retha Seabron, Yang Sun, Rita Walker

**Absent** (\* excused): Luis Rivera

**Staff:** Phil Bonnet, Iqbal Ahmad, Lori Banales, John Decker, Camelia Houston, David Lopez, Lisa West

**Facilitators:** Amy Fulk

**Visitors:** Sonya Bingaman, Kathy Brian, Breeanne Burris, Maxine Milam

1. **Call to Order** - The Board of Directors held their bimonthly Board meeting by teleconference beginning at 4:03 p.m. on Thursday, March 26, 2020.
2. **Introductions** – All present introduced themselves.
3. **New Business**
  - ◆ *Board Development Committee*  
**Issue:** Approve Board Member

**Discussion and Action:** Michelle Rewerts has applied for Board membership.

**Without objection, Rita Walker made the motion to approve Michelle Rewerts for Board membership.**

- ◆ *Executive Director's Report*
  - Mr. Bonnet appreciates everyone's attendance today.
  - He attended a conference call with the Department of Developmental Services (DDS) and the Association of Regional Center Agencies (ARCA) earlier today. Currently, across California, there are:
    - Eleven clients from nine different regional centers who have tested positive to COVID-19. Sadly, one person has passed away – this individual was from ACRC. Six of the remaining clients are currently hospitalized.
    - 163 clients are being monitored to see if they develop symptoms.
    - Currently, six Direct Support Professionals (DSPs) and regional center staff have COVID-19.
  - COVID-19 testing is limited, followed by delayed results.
  - At the end of February, Mr. Bonnet created an ACRC Task Force made up of Executive Staff, ACRC Clinicians and Union

representatives. The group developed a plan and signed an agreement with labor, so that we could be prepared if we were told to shelter-in-place. With the work that we did in advance, including upgrading our computer system's server, 90% of our staff are now working remotely from their homes. Many of our Executive Staff and Managers, along with some mailroom staff are coming into the office regularly, while practicing social distancing precautions.

- Mr. Bonnet regularly sends out messages to all of his staff to keep them informed of what is happening. He emphasizes his appreciation for everything that they are doing to keep our clients safe and healthy.
- ACRC Executive Staff have sent numerous messages to our service providers, keeping them up-to-date with all of the DDS directives that the agency is implementing.
- Ms. Banales shared that staff have conducted 550 Individual Program Plans (IPPs)/Individual Family Service Plans (IFSPs), through WebEx, Skype and by telephone over the last week.
- Initially, when we realized that schools and day programs were closing, ACRC's Executive Team decided to increase respite and Personal Assistant (PA) hours across the board to assist with the immediate needs of clients/families. We contacted every client and staff member with the use of our Everbridge service and shared a message of what the agency was doing. We recently increased Independent Living Services (ILS) hours, as well.
- ACRC Executive Staff are in constant contact with DDS' Senior Staff. For the staff and clients that remain in residential placements, ACRC staff have distributed Personal Protective Equipment (PPE) – N95 masks and gloves. We set up the front circle in front of ACRC's Sacramento office as a drive through for these providers. One of our service providers donated hand sanitizer and disinfectant supplies that we have also distributed.
- DDS has released several directives to provide guidance to regional center staff during this crisis. Many of them waive Lanterman requirements for a specific amount of time.
  - Most of ACRC's day programs have shut down.
  - Any non-residential service will be paid a retainer. Service providers will be audited to assure that they continue to pay their employees during this time.
- Because residential providers are now responsible for covering more hours in the day, we are trying to draft a plan to have them possibly hire day program staff. This task is challenging, and may not be feasible due to licensing, etc.
- DDS and ACRC staff are focusing on those clients with special healthcare needs – we have to do everything possible to keep them healthy.

- With DDS' guidance, regional centers are being asked to develop a surge plan.
  - ACRC staff are looking into facilities that are large enough to house people that cannot go back to where they were living, because they have tested positive, been exposed to, or are being displaced because of COVID-19.
  - Staff have identified 17 different day programs that will open up their facilities for this and we are estimating the cost to convert these sites.
  - ACRC has a few new homes that are just now opening that can be utilized for individuals that may need more support than a shelter can provide.
- Mr. Bonnet is trying to keep everyone calm and informed – we need to shelter-in-place and get through this as best we can.
  - Ms. Walker expressed appreciation for all that has been accomplished in such a short period of time.
  - Mr. Ciampa appreciates ACRC's efforts and willingness to distribute information; not waiting for others to do so first.

◆ *President's Report*

- Mr. Lake expressed appreciation to ACRC staff and our service provider community. Please take care of yourselves.

◆ *Provider Advisory Committee (PAC) Update*

- Mr. Ciampa shared that the PAC held their monthly meeting by teleconference on March 12<sup>th</sup>.
- Across the state, service providers are looking to regional centers and DDS for guidance. They are trying to determine if they can keep their employees active during this crisis or make the decision to lay them off so that they can collect unemployment.
- Providers are also looking how best to manage the surge when it comes. Communication is key.

4. ***Adjournment***

The next Board meeting is scheduled for Thursday, May 28<sup>th</sup>, at 4 p.m. The meeting adjourned at 5:02 p.m.

Lisa West  
Executive Secretary

cc: Phil Bonnet