

SAN ANDREAS REGIONAL CENTER BOARD OF DIRECTORS MEETING NOTICE AGENDA

DATE: Monday, October 21, 2024, 6:00 - 8:00 p.m.

LOCATION: 6203 San Ignacio Ave. San Jose, CA. 95119

[Click here for zoom link](#)



6:00 - 6:02 p.m. I. Call to Order and IntroductionsLisa Lopez



6:02 - 6:05 p.m. II. Vision StatementMaya Bareket



6:05 - 6:09 p.m. III. Approval of Minutes



- 1. Board Meeting Minutes - 8/19/24
- 2. Fiscal Committee Meeting - 8/19/24
- 3. SPAC Minutes - 8/28/24, 9/25/24
- 4. Program Policy Committee - 10/1/24
- 5. Board Development Committee - 10/1/24
- 6. Executive Committee - 10/1/24
- 7. Quality Assurance - 10/8/24



6:09 - 6:20 p.m. IV. State Council on Developmental Disabilities...DGrady

Note: Time is allowed for public input on all agenda items prior to board action on that item. Time is also allowed for public input on any issue not included on the agenda. (Welfare and Institutions Code Section 4660 (c)). People wishing to give input are invited to use the lectern or remain at their seats while speaking.



6:20 - 6:30 V. Presidents Report Lisa Lopez
1. Highlights of Board Retreat

6:30 - 6:55 VI. Executive Director's Report Javier Zaldivar
1. Diversity Outreach Update
2. Employment Programs Update
3. Health and Safety Awareness Strategy

6:55 - 7:15 VII. Director of Consumer Services Report Mike Keeley
1. New and Closing Programs
2. Self-Determination Update

7:15 - 7:35 VIII. Committee Reports
1. Fiscal Gus Maldonado
2. Board Development Maya Bareket
Action Item: Recommendation to approve the re-election of Ms. Alicia Mesa & Mr. Rajesh Patel to their second term.
Action Item: Recommendation to Adopt the 2025 Board Meeting Schedule
3. Quality Assurance Advisory Veronica Contreras
4. Service Provider Advisory Erika Gonzalez
5. Program Policy Paloma Barraza
6. People’s Advisory Committee Maya Bareket
7. ARCA Lisa Lopez

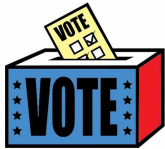
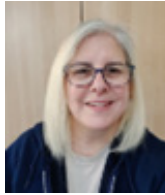
7:35 - 7:40 IX. Vote for 2025 Slate of Officers
President - Lisa Lopez
Vice-President - Maya Bareket
Treasurer - Gus Maldonado
Secretary - Pam Kerman

7:40 - 7:45 IX. Public Comment

7:45 - 7:50 X. Board Comment

7:50 — 8:00 XI. Announcements

8:00 XII. Adjournment



**SAN ANDREAS REGIONAL CENTER
Board of Directors Meeting Minutes
Via Zoom
August 19, 2024**

Presiding: Lisa Lopez Board President

Board Members Present: Maya Bareket Paloma Barraza
Veronica Contreras Elisabeth Einaudi
Christine Gianola Erika Gonzalez
Pamela Kerman Gus Maldonado
Alicia Mesa Rajesh Patel
Nicolas Santos Uma Venkatesh

Board Members Absent: Cole Baumeister Andy Le

Staff Present Christiana Gardner Mia Garza
Lisa Hartley Lourdes Gonzalez
Angel Johnson Mike Keeley
Lauria Furuya Gina Jennings
Arushie Nugapitiya Ann Sieber
Irene De La Rosa Phien Phan
Katherine Rougelot Corina Bobeda
Francisco Valenzuela Lorena Villanueva
Cal Smith Jessica Hall
Javier Zaldivar

Community Present: Jaclyn Balanay (DDS) David Grady (SCDD)
Janica Hadley Glendora Pitre
Shane Tan

CALL TO ORDER

Ms. Lisa Lopez Board President called to order the regularly scheduled business meeting of San Andreas Regional Center at 5:02 p.m. Ms. Lopez also called attention to the note on the agenda stating that time is allowed for public input on any issue not included on the agenda, with a five-minute limit. (Welfare and Institutions Code Section 4660 (c)). Self-introductions were made, and Ms. Uma Venkatesh read the mission statement.

APPROVAL OF MINUTES

M/S/C Moved to approve the meeting minutes. (Bareket/Barraza) No further discussions. All in favor, Motion carries.

1. Board Meeting Minutes – 6/17/24
2. Fiscal Committee Meeting Minutes – 6/17/24
3. Service Provider Advisory Committee Meeting Minutes – 7/24/24
4. Program Policy Committee Meeting Minutes -
5. Board Development Committee Meeting Minutes – 8/6/24
6. Executive Committee Meeting Minutes – 8/6/24
7. Quality Assurance Advisory Committee Meeting Minutes 8/13/24

ADOPTION OF PERFORMANCE CONTRACT

The board adopted the performance contract that was presented on June 17, 2024. No feedback was received from board members, staff, or community.

M/S/C Moved to adopt the FY2024-25 Proposed Outcomes & Measures. (Barraza/Mesa) No further discussions. All in favor, Motion carries.

STATE COUNCIL ON DEVELOPMENTAL DISABILITIES CENTRAL COAST

Mr. David Grady discussed these issues:

- In collaboration with John Robinson presented to law enforcement.
- Watch ASB82 – proposal for guidelines on how law enforcement should interact with individuals with Developmental Disabilities.
- Behavioral & Health Needs training sessions are going well.
- Doing policy work with mental health
- Ms. Lucas offered workshops in Relations & Sexuality
- Will be collaborating with individuals to be more active and aware of Emergency Preparedness.
- Mr. Grady announced that he will retire in November 2024

PRESIDENT'S REPORT

Ms. Lisa Lopez's report was on the Regional Center Transitions:

- Director Nancy Bargmann announced her retirement.
- Deputy Director Brian Winfield will step down from his position
- Michi Gates of Kern regional center will be the new Deputy Director.
- Need that people in leadership embrace the need to uphold the Lanterman Act.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Javier Zaldivar presented the report and discussed these issues.

DDS Changes

- The system is strong and does not rely on one person only.
- Ms. Bargmann served under two administrations and made consequential changes to the system
 - Her footprint is on the Master Plan, it will be a unique system in California
 - Completion date is March 2025
 - Committee reports should be out soon
 - We must wait for what the legislature will approve
 - It is important to support the system, so it remains strong
- AB2423 passed in the committee, proposes that the Department review rates every two years; stay tuned. [Bill Text: CA AB2423 | 2023-2024 | Regular Session | Introduced | LegiScan](#)

Health and Safety Awareness Strategy

- Available for individuals that demonstrate a need for it
- It insures that providers have staff willing to collaborate with them and keep the individual safe
- Explore possibilities through the IPP needs.

Employment Update

Ms. Katherine Rougelot Employment specialist discussed these issues:

- Coordinated Career Pathways program will be a navigator program that will with the unique needs of the individuals.
 - Collaborating with providers to make it a viable program for them
 - Interested vendors must complete the registration process
- September and October are the months for the annual reporting of incentive programs.
- October is National Disability Awareness Month. Please share your success stories on accessing good jobs.
- For more information reach-out to Ms. Rougelot

Diversity Outreach Update

Ms. Christiana Gardner Diversity Inclusion Manager presented the report:

- Parent Support Groups that continue to meet:
 - Vietnamese
 - Spanish - increase in membership[
 - African American
 - New group in Hollister

Event Activities:

- Family Fun was a success
- Superhero festivals in all catchment areas was successful

- Filipino Conference 10/19/24
- Doing outreach in schools to get referrals

DIRECTOR OF CONSUMER SERVICES REPORT: Mike Keeley

Mission Moment

Mr. Keeley shared that an individual served that is deaf; has flourished with independent facilitation she has a garden does outreach work and it's doing very well.

NEW AND CLOSING PROGRAMS – Mia Garza

4 New (June)

- Independent Facilitation
- Residential Provider
- Individual Family Training
- START Up for all year camp

10 Closed – SARC continues to clean its database of services not being utilized:

- Speech Pathology

4 New (July)

- Two Adult Residential Homes
- Respite Agency
- Supportive Living Agency in Salinas

11 Closed – SARC continues to clean its database of services not being utilized:

- Two residential facilities

Self Determination Update:

- Mr. Keeley presented the SDP Report, which is an alternative way to secure services and gives more flexibility to families.
- Current numbers:
 - 242 participants (53 pilot program)
 - The average age is 22 years
 - Participating races:
 - 74 White
 - 28 Spanish/Latin
 - 13 Vietnamese
 - 2 African American
 - 10 Indian
 - 21 Chinese
 - 12 Korean
 - 3 Russian
 - 2 Japanese
 - 16 Asian Indian

- Participating languages:
 - 193 English
 - 10 Spanish
 - 10 Vietnamese
 - 10 Mandarin
- Where they live:
 - 210 Family home
 - 9 Independent Living
 - 8 Supportive Living
 - 1 Community Care Facility
- FMS (Financial Management Services) systems
 - 69 Aveanna
 - 75 GT Independence
 - 46 Mains'1
 - 10 Acumen
 - 4 Essential Pay
 - 8 FMS Pay
 - 3 Ritz FMS
 - 3 Cambrian FMS
 - Action FMS
 - Ace FMS
- Average timeline to complete the process is a little over 1 year.
- The State has 4450 individuals in SDP
- Average state budget is \$63K/yr.

COMMITTEE REPORTS

FISCAL

Mr. Gus Maldonado, Board Treasurer, gave the report.

1. Purchase of Services (Non-CPP only)

The Purchase of Service expense for the month of June was \$50.8M and the year to date was \$667.9M. The current allocation is \$779.9M.

2. Individuals Served

The number of individuals served as of June was 16,238. This is a decrease of 652 since June 2023.

3. Operations (OPS)

Expenses for the month of June were \$5M and the year to date was \$60.4M. The Fiscal Year Projection is \$62.4M and the estimated allocation is \$62.6M. This leaves us with a surplus of approximately \$159.4K.

4. Cash Position

The cash position through the end of July was \$123.5M. This is an increase of \$43.2M since June.

5. Donation Fund

The balance in the Donation Fund through the end of July was 372,343. This is an increase of \$267. This change was due to miscellaneous contributions and/or disbursement requests received during the month.

The Board approved two contracts:

- 1. M/S/C Moved to approve the Bay Area Housing Corporation amendment (Renovations for Riverside EBSH), FY 2019-2020, 2020-2021 2023-2024, contract. Totaling \$ \$1,355,021.00 (Bareket/Lopez) No further discussions. All in favor. One Abstention – Erika Gonzalez. Motion carries.**
- 2. M/S/C Moved to approve the Bay Area Housing Corporation amendment (Renovations for Royal Oaks EBSH) FY 2023-2024, 2024-2025 contract. Totaling \$989,196.00, (Lopez/Barraza) No further discussions. All in favor. One Abstention – Erika Gonzalez. Motion carries.**

BOARD DEVELOPMENT

Ms. Maya Bareket, committee chair, recommended Ms. Christine Gianola for her first board term.

M/S/C Moved to approve the election of Ms. Christine Gianola to the Board of Directors for her first two-year term. (Contreras/Lopez). No further discussions. All in favor. Motion carries.

QUALITY ASSURANCE ADVISORY COMMITTEE

- The minutes are in the packet.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

- The minutes are in the packet.

PROGRAM POLICY COMMITTEE

- None

PEOPLE'S ADVISORY COMMITTEE (PAC)

- Ms. Bareket shared that she attended a car show.

ARCA

Ms. Lisa Lope shared the topics discussed:

- Ms. Kelly is the new president
- Bills discussed:
 - AB1147 – Disability Equity and Access
 - SB1281 – Self Determination Access
- Direct Service Providers (DSP) have completed training up to \$68K in incentives.
- ARCA Academy has over 100 people registered.

PUBLIC COMMENT

None

BOARD COMMENT

Slate of Officers for next year announced:

President – Lisa Lopez

Vice-President – Maya Barket

Treasurer – Gus Maldonado

Secretary – Elisabeth Einaudi

Ms. Gonzalez shared that Ms. Jenica Hadley has joined their team and will be working with the SARC team.

ANNOUNCEMENTS

Mr. Valenzuela shared that he along with Board members, individuals served, and family members attended the “Partners in Creating Policy Training” led by ARCA. He said it was a good opportunity to do outreach and exchange information with other regional centers.

Upcoming events:

- 8/30 San Francisco Giants game
- 9/14/24 Mental Health
- 9/21/24 Childs Discovery Museum
- 10/10/24 Disability Awareness Day will include a Job Fair this year
- 10/26/24 Awards Dinner
- 11/9/24 Crafts Fair

ADJOURNMENT

The meeting was adjourned at 7:47 p.m.

Recording Secretary, Ms. Lourdes Gonzalez

Submitted by,

Ms. Elisabeth Einaudi

2. Contract Review

The committee reviewed 2 contracts to recommend to the Board.

- 1. M/S/C Moved to recommend to the full Board approval of the Bay Area Housing Corporation amendment (Renovations for Riverside EBSH), FY 2019-2020, 2020-2021 2023-2024, contract. Totaling \$ \$1,355,021.00 (Patel/Mesa) No further discussions. All in favor. Motion carries.**
- 2. M/S/C Moved to recommend to the full Board approval of the Bay Area Housing Corporation amendment (Renovations for Royal Oaks EBSH), FY 2023-2024, 2024-2025 contract. Totaling \$989,196.00 (Mesa/Venkatesh) No further discussions. All in favor. Motion carries.**

3. Other

The committee discussed renovations done to the EBSH homes, they are different from normal homes, to ensure the safety of the individuals.

4. Next Meeting Date

October 21, 2024, at 5:00 p.m.

5. Adjournment

With no further discussion the meeting was adjourned at 4:23 p.m.

Recorded by Lourdes Gonzalez

**San Andreas Regional Center Board of Directors
SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Meeting Minutes (via zoom)
September 25, 2024**

Members Present	Tade Akintade Sylvia Yeh	Erika Gonzalez (chair)
Members absent	Desiree Luong	Wesley Moss
Staff Present	Karla Cruz John Hunt Arushie Nugapitiya Ann Sieber Mia Garza	Lourdes Gonzalez Michelle Livoni Irine De La Rosa. Francisco Valenzuela Rae'chel Jensen
Community Present	Cathy Bouchard Doug Pascover Dylan W Jenica Hadley Mitachew Abebe Sarah Verity Shirley Thomas White Veronica Lopez Tony Green Venita Parrish	Danielle Azzalino Dylan Alto Esmeralda J. Williams Rosemary Maurilio Ton Yahna Dick Venita Parrish Yahna Dick Tricia Lara Wayne Jasper

Ms. Erika Gonzalez Committee Chair led the meeting via zoom starting at 10:05 a.m.

Committee Updates

Ms. Gonzalez shared that the committee will be organizing a vendor fair, more information to come.

Provider Input

None

Director Update

Ms. Irene De La Rosa covered for Mr. Zaldivar; she discussed these topics:

- AB 1147 is still on the governor's desk waiting for his decision, he has until September 30, 2024.
- SARC is preparing to train the staff on the new standardized IPP template that must be in effect on January 2025.

Community Resource Update

Rate Implementation

Ms. Garza shared this information:

- Effective 1/1/25
- If the rate is less than 90% of benchmark, it will increase to 90% with the opportunity to earn the remaining 10% through the quality incentive payment (tied to providing information for the Service Provider Directory).
- Incentive payments will be based on vendor numbers and a maximum will be set.
- Validation registration should be completed by 11/8/24
- Pay-outs will be done in October 2024

New and Closing Programs

Ms. Ann Sieber, Community Resource Manager, discussed these issues:

6 Closed – SARC continues to clean its database of services not being utilized:

5 New

- Behavioral Program
- Residential Care Home
- Supportive Living Agency
- Personal Assistant
- Consultant

Gallagher Verified – SARC is aware of the challenge that represents collaborating with Gallagher, be patient as SARC wants to support the providers by offering some flexibility, however it cannot waive essential insurance coverage or limit requirements.

DSP (Direct Service Provider):

- DSP program has ended payments are being finalized

Coordinated Family Support (CFS)

- SARC has 3 vendors but needs more, come and learn if interested

Electronic Visit Verification (EVV) Update

- Virtual office visits : [Electronic Visit Verification \(EVV\) : CA Department of Developmental Services](#)

HCBS (Home & Community Based Services)

Ms. Michele Livoni gave the report:

- All visits have been completed
- Reviewing documents for completion
- The focus now is on Person Centered trainings, check website for current classes
- Program Design help is still available, reach out for support.

Health and Safety Waiver Awareness Strategy

- SARC continues to work on identifying individuals with unique needs that need referrals to access the program
- Reach out if you need help

Employment

Ms. Garza discussed these topics:

- Ms. Rougelot will be leaving SARC for new opportunities, she will be missed.
- October is National Disability Employment Awareness Month. Please share your success stories on accessing good jobs.
- Coordinated Career Pathways program looking for providers
- ACRE CE Training has been extended to get certified and paid, for more information check these websites:
 - [Customized Employment Online Training - Griffin-Hammis Associates \(griffinhammis.com\)](https://www.griffinhammis.com)
 - [National Disability Employment Awareness Month \(NDEAM\) | U.S. Department of Labor \(dol.gov\)](https://www.dol.gov)
 - [DRAFT Quality Incentive Program – Extension of Employment Capacity Measure and Incentive Payment](#)

Emergency Preparedness

Ms. Rae'chel Jensen Emergency Coordinator gave the report:

- Attending a summit on Emergency preparedness to provide training and resources.
- Have collaborated with SCDD and Kids Connect training on Emergency Preparedness in Spanish.
- Emergency Go-Kits have 3 left only.
- Current project is to label evacuation zones in all the offices.

Announcements:

Mr. Valenzuela shared the upcoming events:

- 10/5/24 Nami walk
- 10/10/24 Disability Awareness Day
- 10/19/24 Filipino Conference
- 10/26/24 Awards Dinner
- 11/16/24 Holiday Crafts Fair

SCDD Central Coast

None

Next SPAC Committee Meeting:

October 23, 2024, via zoom at 10:00 a.m.

Adjournment

The meeting was adjourned at 11:03 a.m.

**San Andreas Regional Center Board of Directors
SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Meeting Minutes (via zoom)
August 28, 2024**

Members Present	Tade Akintade Desiree Luong Sylvia Yeh	Erika Gonzalez (chair) Wesley Moss
Members absent		
Staff Present	Karla Cruz John Hunt Michelle Livoni Katherine Rougelot Ann Sieber Javier Zaldivar	Lourdes Gonzalez Mike Keeley Arushie Nugapitiya Irine De La Rosa. Francisco Valenzuela
Community Present	Alicia Gendron Dylan Alto Jenica Hadley J. Williams Mitachew Abebe Sean Stone Thomas White Veronica Lopez M. Reyes	Angel Ocampo David Grady Jessica Maldonado Kerry Rosemary Maurilio Shirley Venita Parrish Yahna Dick Tricia Lara

Ms. Erika Gonzalez Committee Chair led the meeting via zoom starting at 10:05 a.m.

Committee Updates

None

Community Resource Update

Ms. Ann Sieber Community Resource Manager discussed these issues:

- Sign up for the “Provider information Survey” to participate in the Provider Directory.
<https://forms.office.com/pages/responsepage.aspx?id=h1T8fOjqWUW0CNTmdDLT0ss-VkzicMNMrsEr5Px4ksNUQ1kzWFQzNEZFTEdZWU0wTzBGSEtZU1hMUSQIQCNOPWcu>

New and Closing Programs

4 New (July)

- Two Adult Residential Homes
- Respite Agency
- Supportive Living Agency in Salinas

11 Closed – SARC continues to clean its database of services not being utilized:

- Two residential facilities

DSP (Direct Service Provider):

- DSP internship pilot program will recruit and train people that want to work in the field in partnership with the vendors. The objective is to help vendors get more staff. SARC will pilot phase #2

Rate Implementation

- January 2025
- Still waiting for updated information on codes consolidation

Electronic Visit Verification (EVV) Update

- Everyone should have signed up if you are part of the required categories; attend the webinars and office hours.

Director Update

Mr. Javier Zaldivar Executive Director gave these updates:

- SARC will coordinate a Resource Fair soon for all the new employees.
- The LA Times is working on a piece on “Why money was returned to the government”
 - One reason is that there are no providers to offer services
 - Regional centers not being able to negotiate with them due to set fees
 - FY 2020-21 programs were shut down due to covid
 - There is no mechanism to shore up the providers, except through the Health and Safety requests.
- Master Plan workgroup will meet in Fresno; will be open to the public
 - Discussion on “What does the legislature expect from the regional center”
 - The Committee has these 5 groups:
 - **Workgroup 1:** Individuals and families experience person-centered service systems they trust
 - **Workgroup 2:** Individuals receive timely, inclusive, and seamless services across all service systems
 - **Workgroup 3:** Individuals and their families receive services from a high-quality, stable, and person-centered workforce
 - **Workgroup 4:** Individuals and their families experience consistent, transparent, accountable and data-driven systems that focus on outcomes
 - **Workgroup 5:** Individuals Receive Quality, Life-Long, Person-Centered Services from Systems with Adequate Resources
- Transitions:
 - Director Nancy Bargmann announced her retirement.
 - Deputy Director Brian Winfield will step down from his position
 - Michi Gates of Kern regional center will be the new Deputy Director.
 - The Director position is appointed by the government so stay tuned for updates.
 - Changes in administration always have a ripple effect on the regional centers stay tuned
 -

HCBS (Home & Community Based Services)

Ms. Michele Livoni gave the report:

- SARC has completed the visits
- There has been a high number of participants, therefore there is a high number of documents received.
- The completed certificates will be sent out soon.
- Training is available on compliance, program review, and program design take advantage of it.
- Check website for Training in October

Health and Safety Waiver Awareness Strategy

- SARC continues to work on identifying individuals with unique needs that need referrals to access the program
- Reach out if you need help

Employment

Ms. Katherine Rougelot Employment Specialist discussed these topics:

- Trainings coming up:
 - 11/12-21/2024 ACRE Customized Employment Training
 - 10/2, 9, 16, 23/2024 SCDD National Expansion of Employment Opportunities Network Community of Practice Webinar Series
 - 9/19, 10/15, 11/20/24 Employment Hack Series – Mastering Job Search Success with Labor Market Insights!
- Department of Rehabilitation offers many resources to individuals
- October is National Disability Awareness Month. Please share your success stories on accessing good jobs.
- SARC Continues training on the Coordinated Career Pathways program
- For more information reach-out to Ms. Rougelot

Emergency Preparedness

Ms. Mia Garza Community Services Associate Director gave the report:

- The Emergency Go-Kits Initiative is completed, 60 kits distributed.
- Back-up batteries project supports those in areas of high fire threat, write a brief memo to Ms. Jensen on why you need a battery.
- Ms. Jensen can help you design your Emergency Plan
- Ms. Jensen is training on de-escalation techniques
- SARC is monitoring the fires, no evacuation instructions have been received.

Announcements:

Mr. Valenzuela highlighted the recent events he has attended and the ones that are coming up. SARC's outreach efforts are going great.

- 9/14/24 The ARC meeting
- 9/15/24 College of Adaptive Arts Gala
- 9/21/24 Childs Discovery Museum

- 10/10/24 Disability Awareness Day
- 10/26/24 Awards Dinner
- 11/16/24 Holiday Crafts Fair

SCDD Central Coast

Mr. David Grady, regional manager discussed these topics.

- In collaboration with John Robinson presented to law enforcement
- Use of 988 – suicide and crisis hot line in Santa Clara County, it helps with behavioral health.
- Ms. Lucas offered workshops in Relations & Sexuality
- Will be collaborating with individuals to be more active and aware of Emergency Preparedness.
- Mr. Grady announced that he will retire in November 2024

Next SPAC Committee Meeting:

September 25, 2024, via zoom at 10:00 a.m.

Adjournment

The meeting was adjourned at 11:03 a.m.

**San Andreas Regional Center
Board of Directors
Program Policy Committee Minutes
October 1, 2024**

Committee Members Present: Maya Bareket
Lisa Lopez
Nicolas Santos
Pamela Kerman
Alicia Mesa
Uma Venkatesh

Committee Members Absent: Paloma Barraza (Chair)

Staff Present: Monica Cosio-Martinez
Lourdes González
John Hunt
Irene De La Rosa
Mia Garza
Lisa Hartley
Mike Keeley

The meeting was called to order at: 4:03 p.m. by Ms. Lisa Lopez committee member via Zoom. These policies were reviewed:

1. Request for Proposal (RFP)

There were no revisions to the policy, it stays the same.

2. Adult Day Programs

There were no revisions to the policy, it stays the same.

3. Conference

There were no revisions to the policy, it stays the same.

4. Policy Tracking List

Policies to be reviewed next:

- Informational Technology (*DDS approval not needed*), review will be moved to the January 2025 meeting, due to the election day in November.

6. Next Committee Meeting Date/Time

Tuesday, January 22, 2025

7. Adjournment

There being no further discussion, the meeting was adjourned at 4:25 p.m.

**San Andreas Regional Center
Board of Directors
BOARD DEVELOPMENT COMMITTEE MINUTES
October 1, 2024**

Committee Members Present:	Maya Bareket (Chair) Christine Gianola Nicolas Santos	Cole Baurmeister Pamela Kerman
Committee Members Absent:		
Staff Present:	Lourdes González John Hunt	Lisa Hartley Mike Keeley

The Board Development Committee Meeting was called to order at 4:33 p.m., by Ms. Maya Bareket, committee chair via zoom.

1. Confirm Board Education

There will be a Board Education on October 21, 2024, the topic will be “Linguistics & Cultural Competency” Ms. Christiana Gardner, Diversity Inclusion Manager will present.

2. Applicants Update

The committee discussed three applicants that are interested in joining the Board, however they decided to continue recruiting to find a person that makes us compliant with DDS on the categories they require.

3. Vacancies

Two Vacancies

- 1 San Benito County
- 1 At-Large

4. Member Terms

Mr. Rajesh Patel and Ms. Alicia Mesa will be re-elected to their second term in the board.

5. Other

The committee agreed to move next month’s meeting to Wednesday, November 6, 2024, so it doesn’t conflict with the election Tuesday.

6. Next Committee Meeting Date/Time

Wednesday, November 6, 2024, at 4:30 p.m.

7. Adjournment:

There being no further discussion, the meeting was adjourned at 4:45 p.m.

2. Development of the October 21, 2024, Board Meeting in the San Jose Office.

There will be a Board Education on October 21, 2024, the topic will be “Linguistics & Cultural Competency” Ms. Christiana Gardner, Diversity Inclusion Manager will present.

a. President’s Report: Lisa Lopez

1. Board responsibilities/Agreements

b. Executive Director’s Report: Javier Zaldivar

1. Diversity Outreach Update
2. Employment Programs Update
3. Health and Safety Awareness Strategy

c. Directors of Consumer Services: Mike Keeley

1. New and Closing Programs
2. Self-Determination Update

d. Committee Reports:

Fiscal – There will be a report.

Board Development - There will be a report and action items:

Action Item: Recommendation to approve the re-election of Ms. Alicia Mesa & Mr. Rajesh Patel to their second term.

Action Item: Recommendation to Adopt the 2025 Board Meeting Schedule

People’s Advisory Committee – There will be a report.

Quality Assurance Advisory – There will be a report.

Service Provider Advisory – There will be a report.

Program Policy – None

ARCA - There will be a report.

3. Director’s Update

Mr. Mike Keeley Director of Consumer Services updated the committee on the following topics:

- Passage of AB 1147 which will make us subject to PRA (Public Records Act) more information to come.
- The lease on the first floor is almost complete and close to signing.
- Mr. Zaldivar has approached ARCA about possible legislation around locked settings for the difficult to serve. There is a crisis and the inability to serve these people has made it difficult. Exploring Legislation support and more to come.
- Join the Service Above Self awards dinner to celebrate Ms. Nancy Bargman’s attendance as she will receive the legacy award.
- Updates to significant SIRs:

- Missing Individual was found after 3.5 weeks when she went missing from an outing with her day program, she has a history of homelessness and disappearing. The day program will be issued a corrective Action Plan (CAP)

4731 Complaints and Whistleblowers submitted.

4731 is a client's rights violation, SARC must investigate and respond to the complaint within 21 days, The department gets notified as well.

Whistle Blower Complaint allows the individual to report concerns of inappropriate behavior without fear of retaliation. The department does not need to be notified.

Find the policy at:

<https://www.sanandreasregional.org/transparency/policies/whistleblower/>

- There were four 4731 complaints reported:
 1. Complaint filed against SARC due to delay in case transfer from Regional Center of East Bay. SARC found issues with the transfer and will ensure that cases are assigned as soon as possible.
 2. Complaint filed against EBSI again, but nothing was substantiated.
 3. Complaint filed against FMS (Financial Management System) due to repeated delays in payment and communication. Manager acknowledged the issues, and all has been resolved. Asked her to send a protocol for communication.
 4. Complaint against a care home said that it has many issues related to fiscal mismanagement. The complaints were investigated, and all were unsubstantiated.
- There was one Whistle blower reported:
 1. Complaint filed against a home alleging bullying, threatening language, and having no food. Team investigated and it was not substantiated.

4. Announcements/Events

Mr. Valenzuela shared that an individual served was the recipient of a city hall proclamation.

- 10/5/24 Fall Festival in Soledad
- 10/10/24 Disability Awareness Day will include a Job Fair this year
- 10/12/24 Pumpkins in the Park in San Jose
- 10/19/24 Filipino Conference
- 10/19/24 Buddy Walk
- 10/26/24 Autism Spooky event in Gilroy
- 10/26/24 Service Above Self Awards Dinner
- 11/14/24 Vendor Fair
- 11/16/24 Crafts Fair
- 12/18/24 Christmas in the Park

5. Other

none

6. Next committee/meeting date

Wednesday, November 6, 2024, at 5:00 p.m.

7. Adjournment

There being no further discussion, the meeting adjourned at 5:45 p.m.

**San Andreas Regional Center
Quality Assurance Advisory Committee via Zoom
October 8, 2024**

Committee Members Present:	Maya Bareket Rajesh Patel	Alicia Mesa
Committee Members Absent:	Veronica Contreras (Chair) Uma Venkatesh	Lisa Lopez
Staff Present	Lior Aronoff Mia Garza Lisa Hartley Rae'chel Jensen Julie Lussier Lisa Rund Cal Smith	Monica Cosio-Martinez Lourdes Gonzalez Hazel Jordan Mike Keeley Arushie Nugapitiya Ann Sieber

The meeting was called to order by Ms. Maya Bareket, Committee member at 4:05 p.m. via zoom.

LEGEND: **APS** = Adult Protective Services; **ARF**= Adult Residential Facility; **ARFPSHN** = Adult Residential Facility for Persons with Special Health Care Needs; **BX** = Behavior; **CAP** = Corrective Action Plan; **CCH**= Community Crisis Home; **CCL** = Community Care Licensing; **CM** = Case Management; **CPS** = Child Protective Services; **CRA** = Client's Right Advocate; **DFCS** = Department of Family Court Services; **DHOH**= Deaf and Hard Of Hearing; **DOHS** = Department of Health Care Services; **EC**= Emergency Coordinator; **FHA** = Family Home Agency; **ICF** = Intermediate Care Facility; **IDT** = Interdisciplinary Team; **ILS** = Independent Living Service; **LTCO** = Long Term Care Ombudsman; **M&M** = Mortality & Morbidity Meeting ; **PD** = Police Department; **RCH** = Residential Care Home; **SC** = Service Coordinator; **SP** = Service Provider; **SLS** =Supportive Living Service

I. Special Incident Reports Sep.

- 790 Total number of incidents.
- 6 Total number of deaths.
- 127 Incidents reportable to DDS.
- 663 Incidents not reportable to DDS.
- 88 Unplanned hospitalizations with 8 individuals remaining hospitalized.
- 48 Planned hospitalizations.
- 6 Consumers reported missing with 0 not yet located.

Breakdown of Incident Reports by Residence type:
RCH – 343, ICF – 30, SNF/NF – 4, ILS – 55, SLS – 104, Family Home – 234,
Foster Home – 0, Family Home Agency – 8, Psych Treat/ Other - 12

I. Special Incident Reports: Oct.

- 666 Total number of incidents.
- 4 Total number of deaths.
- 115 Incidents reportable to DDS.
- 551 Incidents not reportable to DDS.
- 85 Unplanned hospitalizations with 8 individuals remaining hospitalized.
- 29 Planned hospitalizations.
- 8 Consumers reported missing with 0 not yet located.

Breakdown of Incident Reports by Residence type:

RCH – 279	ICF – 30	SNF/NF – 4
ILS – 48	SLS – 68	Family Home - 217
Foster Home - 0	FHA - 7	Psych Treat/ Other - 13

Highlights: Cal Smith went over the specific details of the incidents that are true, false, unsubstantiated, and under investigation.

II. Quality Assurance (QA) Sep.

A. QA Facility Monitoring - Residential Care Homes, Level 2 - L4I

- 35 Out of 36 scheduled FMs completed.
- 5 Facilities received recommendations. 2 received a follow-up visit.
- 2 Facilities received corrective action plans.

B. QA Unannounced Visits based on complaint(s).

- 1 Out of 1 completed.
- 1 Facility received recommendations.
- 1 Facility received a corrective action plan.

C. Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN) Visits:

- 13 Out of 13 were completed by 02.29.24.

D. Enhanced Behavior Support Homes (EBSH) Quarterly Monitoring Visits. There are eight EBSH’S total. (Three children’s and five adult homes). Two new homes are coming soon.

- 4 Monitoring visits were completed for August 2024. Dates: 8/8/24, 8/15/24, 8/26/24, and 8/30/24.

Community Crisis Home (CCH) Quarterly Monitoring Visit. There is only one CCH.

- 0 CCH monitoring visit was completed in August 2024.
- 0 Unannounced visit completed by the Quality Assurance Specialist in August 2024.

E. Trainings:

Facility Monitoring Training for Residential Service Providers 8/1/24, 46 attendees.
Residential Services Orientation (RSO) on 08/06/24, 14 attendees.

F. Standing QA Meetings:

Mortality and Morbidity: On 8/13/24, 10 deaths reviewed – 12 attendees.

Let's Talk QA: Salinas office on 8/07/24 and San Jose office on 8/21/24, cancelled.

Quality Assurance around the Bay (**QAAB**) Quarterly meeting. No meeting scheduled for June

Mortality and Morbidity: 5 deaths reviewed on 9/09/24.

0 Infants 0 Children 4 Adults 1 Elderly.

II. Quality Assurance (QA): Oct.

A. QA Facility Monitoring - Residential Care Homes, Level 2 - L4I

20 Out of 24 scheduled FMs completed.

10 Facilities received recommendations. 6 received a follow-up visit.

2 Facilities received corrective action plans.

B. QA Unannounced Visit(s) based on complaint(s).

1 Out of 1 completed.

1 Facility received recommendations.

1 Facility received a corrective action plan.

C. Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN) Visits:

13 Out of 13 were completed by 02.29.24.

D. Enhanced Behavior Support Homes (EBSH) Quarterly Monitoring Visits. There are eight EBSH'S total. (Three children's and five adult homes). Two new homes are coming soon.

4 Monitoring visits were completed for September 2024. Dates: 9/5/24, 9/12/24, 9/19/24, and 9/19/24.

Community Crisis Home (CCH) Quarterly Monitoring Visit. There is only one CCH.

0 CCH monitoring visit was completed in September 2024.

1 Unannounced visit completed by the Quality Assurance Specialist in September 2024.

E. Trainings:

New Employee Training 9/26/24, 17 attendees.

Residential Services Orientation (RSO) - no meeting scheduled for September.

Service Provider Facility Monitoring Training - no meeting scheduled for September

F. Standing QA Meetings:

Mortality and Morbidity: On 09/09/24, 5 deaths reviewed – 8 attendees.

Let’s Talk QA: Salinas office on 09/04/24 and San Jose office on 09/18/24, cancelled.

Quality Assurance around the Bay (**QAAB**) Quarterly meeting. No meeting scheduled for September

Mortality and Morbidity: 4 deaths reviewed on 10/07/24.

0 Infants 0 Children 2 Adults 2 Elderly.

G. Highlights:

Ms. Jordan updated the committee on the specific details of the deaths, such as gender, age, living arrangement, and cause of death.

III. Health Services: Aug.

A. Health-Related Trainings Presented by San Andreas Health Services Unit:

Class (Max attendance)	# Completed	Total Attendees	Test 1 Pass/Fail	Test 2 Pass/Fail
Assisting with Medications	1	17	17/0	
Dementia in I/DD Population	1	17	17/0	
Difficulty Swallowing and Aspiration	1	6	6/0	
Oral Health	1	8	8/0	
Pressure Injury Prevention & Recognition				
Recognizing Signs of Abuse				
Restricted Health Conditions				
RN Training				
Signs/Symptoms of Illness/Injury				
Special Incident Report	1	8	8/0	
Thinking Ahead – End of Life Issues				
Basics of Epilepsy				
Totals	5	56		

September 2024 vendor training: Oct . Report

Class (Max attendance)	# Completed	Total Attendees	Test 1 Pass/Fail	Test 2 Pass/Fail
Assisting with Medications	1	19	16/3	3/0
Dementia in I/DD Population				
Difficulty Swallowing and Aspiration				
Oral Health	1	9	9/0	
Pressure Injury Prevention & Recognition	1	10	10/0	
Recognizing Signs of Abuse				
Restricted Health Conditions				
RN Training				
Signs/Symptoms of Illness/Injury				
Special Incident Report	1	21	20/1	1/0
Thinking Ahead – End of Life Issues				
Basics of Epilepsy	1	13	13/0	
Totals	5	72		

B. Current projects/activities:

PPE (Personal Protective Equipment) Donations All Counties

- A minimal amount was distributed.

Covid Update

- A minimal number of cases were monitored.

C. Highlights:

- Ms. Lisa Rund Health Services associate coordinator is retiring at the end of October. SARC has backfilled the position with Ms. Lior Aronoff since October 1st, she will be cross trained by Ms. Rund.
- Ms. Rund shared that if a person does not pass the training test, the administrator is informed.
- Written documents for the trainings will be available while Ms. Aronoff is ready to take over.
- Ms. Rund advised that attending Community Care Licensing meetings is a reliable source of information.

IV. Supported Living Services (SLS):

A. SLS QA's: Five SLS quality assurance monitoring visits were facilitated by Resource Specialist Kai Reade in the months of August and September 2024.

B. SLS Roundtable: Resource Specialist Kai Reade presented the following information at the August and September Roundtables held virtually via Zoom:

- *SARC Policy/Procedure*: In the August 2024 Roundtable, Resource Specialist discussed the SARC request to update outdated program designs to reflect current CCR requirements, SARC Best Practices, and the HCBS Final Rule. Additionally, Emergency Response Coordinator discussed the dispersal process for the remainder of the emergency-go kits to eligible recipients.
- No SARC policy/procedure was discussed at the September 2024 Roundtable.
- *Community Information*: In the August 2024 Roundtable, vendors expressed a need for support in the recruitment process and asked for an update regarding the Vendor Hiring Fair event proposal submitted by Resource Specialist in early 2024, in which they are awaiting response from the executive team. Additionally, vendors requested additional information regarding employee sick leave labor practices, the upcoming 2025 rate study, employment resources for individuals served, and insurance resources for small businesses.
- In the September 2024 Roundtable, CA START facilitated a presentation about their services, de-escalation and intervention strategies, and approaches to dual diagnosis support.

Highlights:

The next Roundtable Meeting will be conducted virtually via Zoom on October 09, 2024. Following that, the November meeting will be held virtually via Zoom on November 13, 2024.

Supported Living Orientation for Individuals and Families

August: 2 Completed, 4 Total attendees

September: 1 Completed, 7 Total attendees

SLS New Vendor Orientation

August: 1 Completed, 6 Total attendees

September: 1 Completed, 4 Total attendees

V. Community Services:

Residential Service Orientation (RSO):

August: 1 Completed, 15 Total attendees

RSO (mini for FHA):

August: 1 Completed, 1 attendee

September: 1 Completed, 4 attendees

VI. Emergency Response Plan Report

The Emergency Response Coordinator (ERC) tracked the various emergencies, there was no impact to Individuals served.

Current projects/activities:

Community Preparedness Conversation Panel

- **Event Date:** October 23, 6:30-8:00 PM (online via Zoom)
- **Hosted by:** State Council on Developmental Disabilities (SCDD)
- **Focus:** A Q&A-focused community discussion on disaster preparedness and response.
- **Panelist:** Rae'chel Jensen, Emergency Response Coordinator (ERC) for San Andreas Regional Center, alongside:
 - Victoria Bebee, Emergency Services Manager, Los Altos Hills County Fire District
 - Mindy Esqueda, Monterey County Department of Emergency Management
 - Vicky Powell, Red Cross Disaster Mental Health
- **Preparation Opportunity:** Attendees can preview the format by joining the September 18 session on disaster preparedness.

This event aims to facilitate direct dialogue between the community and preparedness experts, providing valuable insights and resources. Registration details and a flyer are available for sharing within networks.

Evacuchair Training for SARC Staff

The **Evacuchair Training** is available to SARC staff on a voluntary basis, providing essential skills to assist with evacuation safely and efficiently during emergencies. This training covers:

- **Usage and Assembly:** Step-by-step guidance on how to quickly set up and operate the Evacuchair for safe evacuation.
- **Evacuating Clients and Staff:** Training is designed to empower staff to confidently assist both clients and colleagues, ensuring everyone's safety.
- **Hands-On Practice:** Staff will have the opportunity to practice with Evacu-chairs, enhancing familiarity and preparedness in real-life scenarios.

This training aligns with SARC's commitment to emergency preparedness, offering staff critical tools to enhance safety for themselves and the clients they support.

Emergency Go Kits Update

- **Current Inventory:** SARC has **no kits remaining** from the original distribution list.
- **DDS Backup Order:** DDS has ordered additional kits to ensure that any clients who were missed can still receive one if needed.
- **Pending Request:** Options For All SLS has submitted a request for **65 kits**, and I am currently reviewing this request to determine eligibility.

Preparedness Packets Update

- **Seasonal Focus:** Packets will now be organized by season, with materials tailored to specific fall hazards for San Benito, Santa Clara, Santa Cruz, and Monterey counties.
- **Distribution:** Available for Service Coordinators to distribute to Service Providers, Consumers, and Families.
- **Languages:** Packets include resources in **English, Spanish, Tagalog, Korean, and Vietnamese.**
- **Contents:**
 - FEMA publications, an emergency preparedness book, and additional resources from local agencies.
 - The latest **Living Well Best of Monterey Bay** publication from Aging and Disability Services.
- **Fall Preparedness Highlights:**
 - **Wildfire Safety:** Evacuation planning, air quality protection, and fire prevention.
 - **PSPS and Power Outages:** Backup power, communication tips, and PSPS preparedness.
 - **Flooding and Mudslides:** Flood response, sandbagging tips, and evacuation routes.
 - **Earthquake Preparedness:** Secure items, build emergency kits, and practice “Drop, Cover, and Hold On.”

Emergency Backup Battery Project Update

- **Project Status:** The Emergency Backup Battery initiative is ongoing, focused on supplying power for essential Durable Medical Equipment (DME) during emergencies, such as Blood Glucose Monitors, CPAP Machines, Patient Lifts, and Motorized Wheelchairs.
- **New Client Requests:** Oceanside SLS has submitted a list of approximately **37 clients** requesting batteries. I will review these requests to determine eligibility.

Completed Projects:

Community Collaboration

- September 5th, 2024, at 10am at Gabilan Library, Salinas.
- SCDD and SARC Preparedness Presentation for Spanish Speaking Families.
- 49 Emergency Go-Kits were distributed to attendees.

Emergency Planning Guide for Families with Special Needs

The **Emergency Planning Guide** is available for Service Coordinators to include in Individual Program Plans (IPP). It provides step-by-step guidance for families to develop personalized emergency plans. Key areas covered include:

- **Family Emergency Plans:** Identify essential contacts, assign emergency roles, and select a meeting place.
- **Emergency Go Kits:** Suggested items include personal care supplies, medical equipment, and comfort items.
- **Evacuation Plans:** Guidance on accessible exits, safe zones, and practicing drills.
- **Power and Communication Outages:** Tips for backup power sources and alternative communication methods.
- **Community Resources:** Information on local emergency alerts, the FEMA app, Ready.gov, and LISTOS California.

VII. Other:

None

VIII. Next QAAC meeting is scheduled for:

Tuesday, November 12, 2024

IX. Adjournment:

There being no further discussion, the meeting adjourned at 5:00 p.m.