

North Los Angeles County Regional Center  
**Vendor Advisory Committee Meeting Minutes**  
January 3, 2013

**Present:** Lawrence Burton, Rick Clemens, Bob Erio, Michelle Heid, Jonathan Istrin, Roy Jensen, Pam Jordan, Ken Lane, Rebecca Lienhard, Scott Shepard, Wayne Tashjian, Salisa Wagner, Gay Wane, and Asilia “Dolly” Wauls - Committee Members

Erica Beall, Trudy Callahan, Jennifer Kaiser, Anna Polin, Kim Rolfes, George Stevens, Joan Watson-Patko, and Ruth Zepeda - Staff Members

Una Augustus, Sharise Henson, Shenil Walker, Vanessa Serrano, Joe Tighe, Julia Shaull, Arcelia Berleson, Miriam Corona, Matt Mahoney, Lisa Lee, Marina Pink, Christ Bratzel, Kathleen Sturkey, Redlyn Berger, Jacqueline Guillory, Maribel Galvan, and Rita Guerrero - Guests

**Absent:** Sienna Greener-Wooten and Jenni Moran

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**I. Call to Order & Introductions**

The meeting was called to order by Bob Erio, for Jenni Moran, at 9:37 a.m. Everyone present was introduced.

**II. Public Input** – There was no public input.

**III. Consent Items**

A. Approval of Agenda

Item V.A. was added to the agenda.

**M/S/C** (W. Tashjian/R. Lienhard) To approve the agenda as modified.

B. Approval of Minutes from the November 1<sup>st</sup> VAC Meeting

**M/S/C** (R. Lienhard/W. Tashjian) To approve the minutes as presented.

**IV. Director’s Report** (George Stevens, Executive Director, NLACRC)

- A. Insurance: We continue to implement SB 946, insurance coverage for autism-related services, however the savings being realized are nowhere near the amount anticipated by the state. The center will consider covering a family's co-payment on a case-by-case basis. If vendors know of families that are not getting a needed service due to the cost of the co-payment, please let us know so we can try and resolve that problem.
- B. NLACRC's Budget
1. FY 2012-13: We have not received our second allocation from the Department of Developmental Services (DDS) for this fiscal year, so we are still showing a very large deficit (\$18.7 -\$24.5 million) in our purchase of service (POS) budget.
  2. FY 2011-12: We received an additional allocation from DDS for last fiscal year for just under \$1.8 million, but we are still projecting a POS deficit in the amount of \$1.6 million.

Even though the center continues to project deficits in its POS budgets, vendor payments will not be affected. And if need be, the center has a line of credit it can access if we run into a cash flow problem.

- C. State Budget: Governor Brown should be releasing his proposed state budget for next fiscal year sometime next week. The state is facing a projected deficit between \$1.7 and \$1.9 billion, which is dramatically less than in previous fiscal years.
- D. Sunsets: The 1.25% payment reductions and the annual family program fee are both scheduled to sunset on June 30, 2013. If the governor plans to recommend extending either or both of them, that will be included in his proposed state budget. The state had anticipated that the annual family program fee would generate millions of dollars in savings. In reality, only \$50,000 was assessed by NLACRC and only \$250,000 was assessed statewide.
- E. Legislative Outreach: There are many new legislators serving the center's catchment area and we are making plans to go out and meet them. We want them to know who we are, what we do, and how they can support us. Due to term limits, this is an ongoing process. The visiting teams will include NLACRC staff members and board members, but participation by VAC members would be greatly appreciated.

- F. Early Start Legislation: The Association of Regional Center Agencies (ARCA) plans to take the lead in creating legislation that would restore Early Start services to pre-2009 trailer bill language.

## V. **Committee Business**

- A. Service Provider Needs Assessment (Kim Rolfes): At the last VAC Adult Services Group meeting, they talked about how to identify service providers who are in distress and how we can assist them. They decided they would start by setting up a survey monkey. The draft survey was sent to the VAC for review and feedback. Once that's completed, the survey monkey will be set up for 30 days. We will be sending out an e-mail blast to everyone letting them know about the survey monkey. Once the 30-day period has closed, we will analyze the data received and present it at the VAC meeting on April 4<sup>th</sup>. This survey is meant for all providers, not just adult service providers. Also, providers should complete one survey for each service code they have. The survey should take about 15 minutes to complete.

## VI. **Reports from the VAC Priority Issue Work Groups**

- A. Early Start/Prevention Services (Roy Jensen): The group discussed issues surrounding insurance for autism-related services, the uniformity of staff training, and the use of independent contractors. Roy invited any service providers in the Early Start or prevention areas to join their meetings.
- B. Children's Services (Rick Clemens): The group is trying to move forward with their old projects while continuing to keep up with what's new. They discussed the Department of Mental Health Care (DMHC) task force regulations. They also drafted guidelines for the participation of behavioral service providers in the behavioral service orientations for parents. Six orientations are held each month, so the next step will be to develop a schedule of which providers will attend which orientations. Once the process becomes streamlined, the orientations will be opened up to behavioral service providers who are not VAC members.
- C. Adult Services (Rebecca Lienhard): (See Section V.A. above.)
- D. Mental Health Issues (Pam Jordan/Gay Wane): This group does not meet after the VAC meetings like the other groups; they meet at 3:00 p.m. on the last Thursday of the month at the regional center's main office in Van Nuys. The group meets jointly with staff from the regional center and the Department of

Mental Health (DMH). They use their meeting time to discuss and resolve individual case issues. Due to confidentiality, the meeting details cannot be discussed here. If anyone has a client who needs DMH services, please contact Steve Johnson, adult unit supervisor at the regional center, and he can make arrangements for the group to discuss it. The goal of the group is to improve the collaboration efforts between the regional center and the DMH. The members of this group help with diagnosis, treatment, and resources.

## VII. Report on Board Committee Meetings

The VAC representatives to each committee gave a report on the meetings they attended:

### A. Administrative Affairs (Ken Lane)

1. The committee made a recommendation to the Executive Committee to take a formal position to support Proposition 30.
2. The Department of Developmental Services (DDS) audit report was reviewed.
3. Several of the committee members participated in The Adult Skills Center's 25<sup>th</sup> anniversary event honoring Assembly Member Bob Blumenfield.
4. DDS has decided that they will no longer fully fund regional centers' rent costs.
5. Year to date, the center's current administration operating expenses are at 12.8%, with direct care expenses at 87.2%, so they are in compliance with the trailer bill language.
6. The center is hiring for many new service coordinator positions and other needed positions.
7. The center reviewed a letter to DDS regarding their cash flow concerns due to the intermediate care facility (ICF) state plan amendment (SPA) billing.

### B. Board of Trustees (Jenni Moran)

Jenni was not present to give a report.

### C. Consumer Services (Rebecca Lienhard)

1. The committee scheduled a presentation on behavioral services for the Board of Trustees which will be provided by the VAC's Children's Services work group.

2. The Autism Society of Los Angeles, in conjunction with the Family Resource Center, is holding a conference called, “The Future is Now: Creating a Meaningful Life for Adults with Autism Spectrum Disorders” at California State University, Northridge on January 11 & 12, 2013.
3. The center’s community placement plan (CPP) for this fiscal year includes moving 14 consumers from Lanterman Developmental Center into the community, which staff feel is very doable and may even be exceeded.
4. A report was given on the Parent Coordinating Council meeting at Lanterman Developmental Center; these meetings are usually quite tense because of the anxiety and fear felt by the family members and staff.

D. Government & Community Relations (Rebecca Lienhard)

1. The committee has asked staff to look into establishing a Facebook page for the regional center.
2. Planning is getting underway for the 2013 Legislative Breakfast, which will be held in April.
3. The center, in conjunction with the Office of Clients’ Rights Advocacy, will be presenting 4 free seminars on the fourth Thursday of the month at 6:30 p.m. in January, February, March, April, and May in 2013. The seminars will be on various subjects and will all be held at Sam’s Café at New Horizons in North Hills.
4. Board members and staff are planning to meet with our newly elected legislators to introduce ourselves, try to garner their support, and start a relationship with them. They would appreciate participation by VAC members.

E. Housing (Jonathan Istrin)

1. The committee was given a presentation on the Corporation for Supportive Housing whose mission is to help communities create permanent housing with services to prevent and end homelessness.
2. The committee is given updates at each meeting on any state or federal legislation that pertains to housing. California has 3 new housing-related laws that went into effect January 1, 2013:
  - AB 1585 (Perez): Appropriates \$25 million each to the existing infill infrastructure Grant Program and the Transit-Oriented Development Housing Program. Californians with very low incomes will be prioritized.

- AB 1699 (Torres): Authorizes the Department of Housing and Community Development to restructure existing loans under specified conditions.
  - AB 1951 (Alkins): Allocates \$30 million more into the Multi-family Housing Program. This infusion comes from a transfer of unutilized programs in the Affordable Housing Innovation Fund.
3. The committee is considering the following topics for future presentations:
- Keeping the family home for your consumer.
  - National trends in housing.
  - An overview of cuts that have been made to housing budgets.
  - A Community of Friends (a nonprofit affordable housing developer in L.A. County)
  - George Braddock, who wrote a book on how to handle autistic children in the family home by modifying the home.
  - How to make set-asides for people with developmental disabilities (in addition to homeless, risk of homeless, or elderly) to help consumers access Section 8 housing vouchers.

F. Nominating (Bob Erio)

1. The committee is meeting tonight to review applications that have been submitted for people interested in serving on the Consumer Advisory Committee, Vendor Advisory Committee, and Board of Trustees.

G. Strategic Planning (Roy Jensen)

1. DDS approved the center's performance contract for 2013, which was not much different than the 2012 performance contract.
2. A report was given on the candidates' forum that the center held at Sam's Café.
3. The committee reviewed and discussed the draft results of the National Core Indicators Adult Consumer Survey Report, which was 882 pages long! The committee plans to focus on 4 of the survey areas:
  - Employment
  - Personal choice
  - Inclusion
  - Self-determination

## VIII. Open Issues for Discussion

- A. Employment Luncheon: Jonathan stated that he recently participated in an employment luncheon at Tierra del Sol and was surprised to see so few service providers there. Jonathan recently hired a consumer to work in his office and encouraged other providers to hire consumers as well.

**Action:** The next time the VAC's work groups meet (February 7<sup>th</sup>) the children's services work group will join the adult services work group to discuss preparing consumers for employment and then finding them employment once they become adults. They will begin by discussing training for service coordinators on developing meaningful IPP goals that will prepare consumers for employment. Also, the group will incorporate ideas they received at the ARCA New Day Conference that was held in September.

**Action:** Gay will invite a representative from the Department of Rehabilitation to join in the joint work group meeting.

- B. Bedbugs: Joan Watson-Patko shared copies of a memo that were sent to the center's residential, supported living, independent living, and day program providers regarding the increasing number of reports concerning bed bugs found in consumers' homes and community programs. The member provides information on what bedbugs are, how to prevent them, and how to get rid of them.
- C. Worker's Compensation Insurance: The center recently sent a letter out to its residential service providers regarding the requirement for them to carry worker's compensation insurance and to provide the center with proof of their coverage. The center wants to help providers resolve any issues they have in this area. It appears as though our vendors are using one of two agencies to provide them with this coverage.
- D. Closing Vendorizations: The center has contacted its providers who have not been used in the last 2 years. If we get no response from them, their vendorizations will be closed.
- E. Medi-Cal Integrity Form (DS 1891): Certain providers must complete this form and submit it to NLACRC. Providers must list the names of all of their staff, at management level and above. The names that are submitted will be compared with names on state and federal lists that have the names of individuals who are prohibited from any involvement with Medi-Cal. The center has contracted with an agency that will check the names against these

lists and let the center know the outcome. If any of the names submitted shows up on one of the prohibition lists, that individual will have to be removed from the provider's agency or it will cause problems with their vendorization. The form now requires the submission of Social Security numbers.

- F. ICF Rates: Kim Rolfes reported that the Department of Health Care Services is changing its methodology on reimbursement rates for ICF providers, retroactive to August 1, 2012. This could actually lower the rates paid to our ICF providers. The California Association of Health Care Facilities is drafting a letter and looking for support to oppose this new rate methodology. We will be presenting this information to our board's Government & Community Relations Committee and asking that they take a position to oppose this.
- G. New Community Services Supervisor: Erica Beall was recently promoted to this new position; she will be in charge of all vendorizations. We are still recruiting for a supervisor who will oversee quality assurance.

**IX. Identify any Specific Items for Board Discussion** (for the next board meeting)

- A. Minutes of January 3, 2013 Meeting

**X. Announcements/Information/Public Input**

- A. Next VAC Meeting: Thursday, February 7<sup>th</sup>, at 9:30 a.m. (work groups meet)

**XI. Adjournment**

Bob adjourned the meeting at 10:55 a.m.

Submitted by,

*Jennifer Kaiser*

Jennifer Kaiser  
Executive Assistant

