

North Los Angeles County Regional Center
Vendor Advisory Committee Meeting Minutes

September 4, 2014

Present: Fredlyn Berger, Annie Cox, Deborah Cutter, Mariela Feldman, Cynthia Fernandez, Kristin Hoefflin, Jonathan Istrin, Pam Jacobson, Rebecca Lienhard, Jenni Moran, Marina Pink, Scott Shepard, Wayne Tashjian, Gay Wane, and Dolly Wauls - Committee Members

Dana Andrews, Cyndi McAuley, Emily Owens, Stella Shakangian, Suad Bisogno, Rhonda Bunnin, Michael Ross, Tim Boylston, Arcelia Brown, Theresa Quarry, Maribel Galvan, Marie McManus, Didi Daniel, Jeffrey Popkin, Linda Cobuzzi, Amy Bryman, Karen Lara, Petrina Lesko, Chris Bratzel, Kathleen Sturkey, Lori Sivazlian, Victoria Berrey, Salisa Wagner, Rita Zelaya, and Michael Wright - Guests

Erica Beall, Yolanda Bosch, Jennifer Kaiser, George Stevens, Kim Rolfes, Anna Polin, Sarah Rolfes, Nikisia Simmons, and Jason Trevino – Staff Members

Absent: Michelle Heid, Eleshia Johnson, and Ken Lane

I. Call to Order & Introductions

Jenni called the meeting to order at 9:34 a.m. She welcomed the new and returning VAC members.

II. Public Input - There was no public input.

A. Jeffrey Popkin, from ETTA, announced that they have just received a grant from the Department of Water & Power for teaching and demonstrating water and energy conservation. They are retrofitting their group homes to be more energy efficient and will have an open house once they're done.

B. Victoria Berry, from the Family Focus Resource Center (FFRC), announced that they will be having a special needs resource fair on Saturday, November 8th, at CSUN. For more information or to reserve an information table at the fair, please contact Theresa Quarry at the FFRC. Also, the FFRC is holding 4 informational presentations as part of their "Transition to Adulthood" series. The second presentation, "Independent Living Skills and Supported Living Services" will be held Thursday, September 18th, at 6:30 p.m. at the regional center's Santa Clarita office; flyers were made available.

III. Consent Items

A. Approval of Agenda

M/S/C (D. Cutter/J. Istrin) To approve the agenda as presented.

B. Approval of Minutes from the August 7th VAC Meeting

M/S/C (R. Lienhard/P. Jacobson) To approve the minutes as presented.

IV. Executive Director's Report (George Stevens)

George Stevens gave the following reports:

- A. NLACRC's FY 2014-15 Budget: Our budget for this fiscal year should be better than last fiscal year because the allocation methodology is going to change. They will be using a version of the old model which bases a center's budget on their previous year expenses and growth. Even so, George anticipates that the center's first Sufficiency of Allocation Report will show a projected deficit in Purchase of Service (POS) between \$18 and \$20 million. But DDS continues to make our budgets whole each year, so George isn't worried. George's message to staff is to continue to purchase services based on consumers' needs that are identified on their Individual Program Plans (IPPs).
- B. Self-Determination: Progress is slowly being made. Meetings are being held in Sacramento and staff are putting the center's plan together. The center's proposed implementation plan should be ready in late winter/early spring. We are currently serving over 20,000 consumers, but we will only have 172 spots to fill. We want to fill these spots equitably with consumers from all 3 valleys. We want a transparent process in place, with no waiting list. More to come.
- C. Minimum Wage Increase: California's minimum wage is currently \$9 per hour and will increase to \$10 on January 2, 2016. LA City Mayor Gil Garcetti is proposing to increase the city's minimum wage to \$13.25 an hour by 2017. George suggested that the VAC discuss this and make a recommendation to the Board of Trustees on what providers will need in order to accommodate such increases. Jonathan Istrin stated the providers need to have cost statements reinstated so adequate rates could be established and suggested

that the VAC begin focusing on this once the Employment First policy is finalized.

- D. Sub-Minimum Wage: In the near future, consumers ages 18-24, who are receiving a sub-minimum wage under the 14c certificate, will be required to be referred to employment opportunities first. However, if it is found that community employment is not the best option for them, they can be referred back to a work activity program under the 14c certificate. We need to begin thinking how to provide alternative resources to serve these adults before this happens.
- E. Behavioral Health Services: Regional centers have been authorized to pay families' insurance deductibles for behavioral health services. We are currently implementing this in the same way we cover families' insurance co-payments. In addition, Medi-Cal has been given authority to cover behavioral health services and is developing an implementation plan. We will work for an orderly and seamless transition through the IPP process.
- F. Medi-Cal Medi-Connect: Consumers are exempt from this program, but were being enrolled in error. George reported that this issue has been resolved and consumers are being un-enrolled from that program.

V. **Community Services Report** (Yolanda Bosch)

- A. Appreciation: Yolanda expressed her appreciation to all of the providers who participated in the center's recent Medicaid waiver audit last month.
- B. 2011 & 2012 Audits: Title 17 regulations require providers who have \$250,000 in billing or more per year to have an annual audit done and provide a copy of that audit to the regional center. Failure to submit an audit will result in de-vendorization. Unfortunately, we still have several providers who have not submitted their audits to NLACRC; Yolanda requested service providers to submit their independent audits/reviews to NLACRC.
- C. Supported Living Services (SLS) Contracts: We have 12 SLS providers left to switch from monthly to hourly rates.
- D. Family Home Agency (FHA) Audit: DDS is going to audit our FHAs; we only have 2 of them.
- E. Information on Web Site: Providers should check the center's website on a regular basis; there is a lot of information for providers posted there along with updates and trainings.

- F. DS 1891 Portal: Title 17 regulations require providers to update their DS 1891 forms every 2 years. The center has developed a portal for providers to use to make sure their information is current. Please take advantage of it.
- G. Partnership: Yolanda told providers that the center wants to be their partner and work with them. She urged providers to be aware of their contract requirements and the requirements in Title 17. The center does not want to have to de-vendor anyone. Thank you!
- H. FY 2014-15 Community Placement Plans (CPPs): Erica Beall reported that next month, Requests for Proposals (RFPs) will be posted on the center's website for our CPPs for this fiscal year. The RFPs will be for the development of:
1. A small family home for adolescents.
 2. 2 specialized residential facilities for adults with complex needs and challenges (Antelope Valley).
 3. A day or vocational service to support consumers being deflected or who have moved out of a developmental center or other large facility.

An applicants' conference will be held at the Van Nuys office in October. The center is also working with the Southern CA independent Health & Living Project to develop 1 day or vocational service and 1 supported living service.

- I. Minimum Wage Rate Increase Requests: Kim Rolfes reported that yesterday was the deadline for providers to submit their rate increase requests to cover the minimum wage increase; we only received 9 requests total.
- J. E-Mail Encryption: Starting last week, all of the center's outgoing e-mails are now encrypted unless staff put the word "decrypt" in the subject line of their e-mail message. This was implemented to protect confidential information. In order to open encrypted e-mail messages, receivers need to set up a Microsoft account. The information requested will include your date of birth (you can use any date) and if you state that you are under 18 years of age, it will ask you for a credit card number – so please make sure your birthdate indicates that you are over 18 years old.

Action: Per the providers' request, Kim will ask staff to not send "thank you" e-mails unless they decrypt them.

VI. Brief Committee Business

- A. Presentation of Draft Employment First Policy: The VAC's plan was to present their draft Employment First policy to the Board of Trustees in September. However, the draft policy is not ready yet and the VAC doesn't want to rush it through the approval process.

Action: The VAC will discuss the draft Employment First policy further during their break-out groups immediately following this meeting.

Action: The groups will also discuss the suggestion Jonathan made earlier about making efforts to get cost statements re-instated.

VII. Agenda Item for the Next Board Meeting

The following items were identified for the VAC's section of the September 10th board meeting agenda:

- A. Minutes of the September 4th VAC Meeting
B. Update on the Draft Employment First Policy

VIII. Announcements/Public Input

- A. Next Meeting: Thursday, October 2nd, at 9:30 a.m.

IX. Committee Work

Jenni invited the guests present to participate in the break-out group discussions.

- A. Early Start/Prevention Services (Annie Cox, Chair): This break-out group will meet on the 4th floor today.
B. Children's Services (Wayne Tashjian, Chair)
C. Adult Services (Rebecca Lienhard, Chair)

These 2 groups will remain in the 1st floor conference room.

- D. Mental Health Issues (Gay Wane, Chair): Gay reported that the mental health break-out group does not meet after VAC meetings. The group meets on the last Thursday of each month at 3:00 p.m. in a conference room on the 2nd floor.

X. Adjournment

Jenni adjourned the meeting at 10:10 a.m. and the committee broke into its work groups for discussion.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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