

North Los Angeles County Regional Center
Vendor Advisory Committee Meeting Minutes

August 1, 2013

Present: Lawrence Burton, Annie Cox, Bob Erio, Sienna Greener-Wooten, Michelle Heid, Jonathan Istrin, Pamela Jacobson, Ken Lane, Marina Pink, Wayne Tashjian, and Gay Wane - Committee Members
Eric Leh – Board President
Diane Ambrose, Erica Beall, Jennifer Kaiser, Kim Rolfes, Sarah Staley, George Stevens, Jason Trevino, Joan Watson-Patko, Dr. John Youngbauer, and Ruth Zepeda - Staff Members
Riva Kestenbaum, Joe Tighe, Jill Martin, Doug Pascover, Cynthia Fernandez, Donnette Springman, Jackie Holmes, Myesha Arguelles, Rosa Valenzuela, Charles Devlin, Maribel Galvan - Guests

Absent: Rick Clemens, Roy Jensen, Rebecca Lienhard, Jenni Moran, Scott Shepard, Salisa Wagner, and Dolly Wauls

I. Call to Order & Introductions

Bob Erio called the meeting to order at 9:35 a.m. in Jenni Moran's absence. Introductions were made. Bob welcomed the 3 new VAC members: Annie Cox, Pam Jacobson, and Marina Pink.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

M/S/C (G. Wane/L. Burton) To approve the agenda as presented.

B. Approval of Minutes from June 6th VAC Meeting

M/S/C (K. Lane/W. Tashjian) To approve the minutes as presented.

IV. Executive Director's Report (George Stevens)

A. Trailer Bill Language: The trailer bill language for FY 2013-14 includes:

1. Lanterman Developmental Center (LDC) Closure: The official closure date has been established: December 31, 2014. We project will have our

remaining LDC consumers placed by January 2014.

2. Comprehensive Assessments of DC Residents: Must be conducted. Our assessments have all been done.
 3. Institutes of Mental Deficiency (IMDs): A regional center cannot place a consumer into an IMD unless it is an emergency situation and an IPP meeting must be held and the client rights advocate notified.
 4. Co-Payments and Co-Insurance for Health Insurance: Regional centers are prohibited from paying deductibles and can only pay for co-payments or co-insurance under very specific circumstances. We believe that the fact that the center can cover co-payments and co-insurance for some families and not for others is separating consumers from receiving needed services.
 5. Payment Restoration/Caseload Ratios: The 1.25% payment reduction has been restored for regional centers and with it the required caseload ratios. Like most other regional centers we do not receive enough money in our operations budgets to hire enough service coordinators to meet our caseload ratios. In fact, if we were able to hire the additional 73 service coordinators that we need, it would cost an additional \$5 million, not including their supervisors, office space, staff support, etc.).
 6. Payment Restoration/Annual Reports: The 1.25% payment reduction for service providers has been restored and with it the restoration of required annual reports. The center will be sending out notices about this soon and information about it will also be posted on our website. **Important:** Please double-check your billing to make sure your restored rate is correct.
 7. Developmental Center Report: The Department of Developmental Services (DDS) must submit a master plan on the status of the developmental centers to the Department of Health Care Services and then to the Legislature.
 8. Annual Family Program Fee: Although we pushed to have the fee sunset (as it was scheduled to) on June 30th, it is going to be made permanent.
- B. E-Mail Blasts: We are encouraging everyone to go to our website and sign up to receive e-mail blasts. Mailing information out is a workload issue and is also very costly. We are hoping to phase out mailings in the future.

- C. DDS/Regional Center Contract: The FY 2013-14 contract includes:
1. Zero Tolerance Policy: Regional centers and their providers must establish zero tolerance policies on consumer abuse and neglect. The center will be providing a training to our providers on this subject.
 2. Privacy/Security Breaches: Regional centers and their providers must report any breaches to DDS within 72 hours of occurrence.
 3. Shared Consumers: Regional centers are required to communicate with one another about any shared consumers (consumers that belong to one regional center while receiving services in another regional center's catchment area).
- D. SB 486 Self-Determination Program: This has become a 2-year bill.
- E. Uniform Holiday Schedule: Has been posted on the center's website.
- F. Diagnostic and Statistical Manual of Mental Disorders, 5th Edition (DSM-5)
The DSM has recently been updated and contains some significant updates and changes from the DSM-4 that released 20 years ago. Specifically, the new edition changes the eligibility criteria to include autism spectrum disorders and changes the references to "mental retardation" to the current "intellectual disability."
- Action:** Please contact Jennifer Kaiser if you would like a copy of the PowerPoint presentation on the DSM-5.
- G. Behavioral Services: Dr. John Youngbauer is meeting with a delegation of the Southern California Consortium to re-design behavioral services. They plan to do this by submitting an "AB 637" proposal (an innovative approach). The proposal will be presented to various groups (including the VAC) before being submitted to DDS for their review and approval.
- H. 2015 Special Olympics: L.A. Mayor Eric Garcetti announced the President Obama and the First Lady will be serving as the honorary chairs of the Special Olympics World Games that will be held in Los Angeles in 2015.
- I. NLACRC's Budget:
1. FY 2013-14: We have received 2 of our 3 advances from DDS and are expecting our 3rd next week.

2. FY 2012-13: We had to borrow \$6 million in June and we are still projecting a deficit in our purchase of service (POS) budget of about \$12 million.

3. FY 2011-12: DDS resolved our POS deficit.

J. Santa Clarita Valley Office: We are moving our office to a new location off of Magic Mountain Parkway. The tentative move-in date is November 1st.

Action: Kim Rolfes will explore holding an open house at the center's new office in the Santa Clarita Valley.

K. Remittance Advise: We will discontinue sending these out to our providers on September 1st as they are readily available on the e-billing system.

L. DDS Audit/Recovery Policy: We are currently undergoing an audit by DDS. They have found several potential overpayments. The center has drafted a Recovery Policy to help mitigate the potential risk of having to pay DDS for any overpayments that we cannot recover from the provider.

Action: Kim Rolfes will share the board's Recovery Policy with the VAC once it has been finalized.

M. Candidates Forum: The center will be holding a candidates forum on Tuesday, August 27th, at 6:30 p.m., at Sam's Café (New Horizons) for those individuals who are running for the open Assembly seat that was vacated by Bob Blumenfield. Assembly Member Blumenfield took a seat at the City Council.

V. **Community Services Director's Report** (Joan Watson-Patko)

A. Save the Date! George Braddock will be here on September 26th and 27th to provide trainings to providers on how to keep consumers safe in their homes. It is a 1-day training that will be held twice. The training will be held at the regional center's main office. Please visit our website for more information and to register. Due to space limitations, there may be a limit to how many people one agency can send.

B. Service Provider Assessment Survey: Joan and her staff have been holding internal discussions on how to increase communication between providers and the regional center. More to come.

- C. Independent Audits: Notices have been sent out to those providers who still have not submitted copies of their 2011 audits to us. This is a 30-day notice to terminate their services. Audits for 2012 will be due soon. Providers who have not submitted their 2011 audits should contact Rowena DeGuzman in the center's community services department at (818)756-6321 ASAP. We need, at the very least, a copy of an engagement letter.
- D. Consumer Abuse Reporting: The center will hold a training for providers in October. More to come.
- E. Workers Compensation: We want to work collaboratively with providers who have not yet submitted proof of carrying workers compensation insurance. The Department of Labor can shut down your program within a day and we do not want services to our consumers disrupted.

VI. Committee Business

- A. Annual Committee Orientation (Review VAC Policies and Procedures): Copies of the policies and procedures were provided to the VAC for their review. The VAC is primarily responsible for "providing advice, guidance, recommendations, and technical assistance to the board in carrying out its mandated duties."
- B. VAC Action Log from FY 2012-13: All of the actions that the VAC takes are logged and in August of each year, a copy of that log is provided to the VAC for their review. Copies of the action log were provided; the VAC took 28 actions last year.
- C. VAC Meeting Schedule for FY 2013-14: Copies of the meeting schedule were provided. The committee generally meets on the first Thursday of each month at 9:30 a.m. Please note that due to Jewish holidays being held in September and June, the September meeting will be held the last Thursday in August and the June meeting will be held the last Thursday in May.
- D. Approval of VAC Priority Issues and Teams for FY 2013-14: Bob reported that Jenni Moran highly recommends that the VAC continue to keep the 4 work groups in place and officially add the employment group.

M/S/C (G. Wane/P. Jacobson) To approve the VAC Priority Issues and Teams for FY 2013-14, as modified, and to submit them to the Board of Trustees for approval. *[It was later decided that that the VAC's priority issues and*

teams would be discussed further at the August 29th VAC meeting before being presented to the board for approval.]

VII. Reports from the VAC Priority Issue Work Groups

- A. Early Start/Prevention Services (Salisa Wagner): Salisa was not present to give a report.
- B. Children's Services (Rick Clemens): Michele Heid reported that this group participated with the adult services group in an employment discussion and have forwarded their input to Rebecca Lienhard for further discussion next week.
- C. Adult Services (Rebecca Lienhard): Pam Jacobson reported that they are drafting policies and procedures for the new employment group. They also have a transition task force that is working with LAUSD.
- D. Mental Health Issues (Gay Wane): This group meets with members of the Department of Mental Health (DMH) on the last Thursday of each month at 3:30 p.m. at the regional center. They are confidential meetings as they discuss individual case scenarios. It's a fairly large group with 15-20 people usually participating, mostly mental health service providers. This group has made great progress over the years to work collaboratively with DMH to provide needed services to consumers with dual diagnosis. If you have a consumer with mental health issues that need to be resolved, please bring your case to this meeting for discussion. The group has successfully addressed situations with very challenging individuals.
- E. VAC Employment First (Blue, Red, and Purple Bubble Groups)

VIII. Report on Board Committee Meetings

Bob Erio thanked the following individuals for volunteering to represent the VAC on the following committees.

- A. Administrative Affairs (Ken Lane)
- B. Board of Trustees (Jenni Moran)
- C. Consumer Services (Rebecca Lienhard/Lawrence Burton)
- D. Government & Community Relations (Rebecca Lienhard/Lawrence Burton)
- E. Housing (Jonathan Istrin)
- F. Nominating (Bob Erio)
- G. Strategic Planning (Jonathan Istrin)

IX. Open Issues for Discussion

- A. SB 486 (Self-Determination Program): Gay Wane reported that the NLACRC Board of Trustees voted to support SB 486, with concerns. Gay feels that this program needs to be looked at very carefully.

Action: Jennifer Kaiser will forward a copy of the board's SB 486 support letter to the VAC.

- B. Fire Marshal: Providers are still having difficulty with a certain fire marshal who is requiring the installation of hard-wired alarms because he considers providers Class I instead of Class B. Any providers who are planning on moving should first make sure that the new building meets the fire marshal's requirements.

X. Agenda Items for the Next Board Meeting

- A. Minutes of August 1st Meeting
* B. Approval of VAC Priorities for FY 2013-14

XI. Announcements/Information/Public Input

- A. Next VAC Meeting: Thursday, **August 29th**, at 9:30 a.m.

XII. Adjournment

Bob adjourned the meeting at 11:03 a.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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