



Board of Trustees Meeting

Wednesday, January 13, 2021
6:30 p.m.

Via Zoom Technology

Packet #2

*Approved: June 10, 2020
Updated: January 11, 2021*

**NLACRC Board of Trustees Calendar
Fiscal Year 2020-21**

~ January 2021 ~						
◀ December						February ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 New Year's Day (NLACRC closed)	2
3	4	5 6:00 pm Ad Hoc Bylaws Committee meeting	6 11:00am-1:00 pm Consumer Advisory Committee Meeting 5:30 pm Nominating Committee meeting	7 9:30 am Vendor Advisory Committee (full meeting)	8	9
10	11	12	13 5:30 pm Board Packet Review 6:00 pm Board Dinner 6:30 pm Board Meeting (San Fernando Valley Office)	14	15 10:00am-11:00 am ARCA CAC Meeting	16
17	18 Martin Luther King Day (NLACRC closed)	19	20 6:00 pm Consumer Services 7:00 pm Government/Community Relations	21 ARCA Meetings 7:00 pm Self-Determination Advisory Meeting	22 ARCA Meetings	23
24/31	25 10:00 am Antelope Valley Vendor Forum	26	27 5:30 pm Post-Retirement Medical Trust 6:15 pm Administrative Affairs 7:15 pm Executive Committee	28	29	30 10:00 am-12:00 pm Lanterman Board Training

Please note that all meetings will be held via Zoom until further notice.

*Approved: June 10, 2020
Updated: January 11, 2021*

NLACRC Board of Trustees Calendar Fiscal Year 2020-21

~ February 2021 ~						
◀ January						March ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <u>6:00 pm</u> Strategic Planning Committee Meeting	2	3 <u>11:00am-1:00 pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee meeting	4 <u>9:30 am</u> Vendor Advisory Committee Meeting (break-out groups)	5 <u>3:00 pm-5:00 pm</u> Ad Hoc Bylaws Committee	6
7 Groundhog Day	8	9	10 <u>4:00-4:30 pm</u> Board Packet Review <u>6:00 pm</u> Board Dinner (Santa Clarita Valley Office) <u>6:30 pm</u> Board Meeting (Santa Clarita Valley Office)	11	12 Chinese New Year	13
14 Valentine's Day	15 Presidents' Day (NLACRC closed)	16	17 <u>6:00 pm</u> Consumer Services Committee Meeting <u>7:00 pm</u> Government/Community Relations Committee Meeting	18 <u>10:00 am-2:00 pm</u> ARCA Executive Committee Mtg. <u>7:00 pm</u> Self-Determination Advisory Meeting	19	20
21	22	23	24 <u>6:00 pm</u> Administrative Affairs Committee Meeting <u>7:00 pm</u> Executive Committee Meeting	25 Purim	26 Purim	27
28						

Please note that all meetings will be held via Zoom until further notice.

Revised Agenda

North Los Angeles County Regional Center
Board of Trustees Meeting - *Via Zoom*
Wednesday, January 13, 2021
6:30 p.m.

~ Revised **AGENDA** ~

1. **Call to Order & Welcome** – Lety Garcia, Board President
2. **Attendance** – Yesenia Martinez, Board Secretary
3. **Public Input & Comments** (3 minutes)
4. **Consent Items**
 - A. Approval of Revised Agenda (*Packet 2, Page 126*)
 - B. Approval of November 12th Board Meeting Minutes (*Packet 1, Page 9*)
5. **Committee Action Items**
 - A. Administrative Affairs Committee – Ana Quiles
 1. Approval of Contracts
 - a) Access One (HL0936-520) (*Packet 1, Page 21*)
 - b) Building Rehabilitation Industries (PL1831-102) (*Packet 1, Page 27*)
 2. Approval of Revised Salary Schedules (*Packet 1, Page 32*)
 - B. Executive Committee – Lety Garcia
 1. Approval of Regional Center Worker Retention Policy (*Packet 2, Page 131*)
 2. Approval to add board and committee time report to board documents (*Packet 1, Page 74*)
 3. Approval to develop Diversity and Inclusion Policy
 4. Approval of Board Member Conflict of Interest Resolution Plans
 - a) Christina Cannarella (*Packet 1, Page 75*)
 - b) Lillian Martinez (*Packet 1, Page 78*)
6. **Additional Action Items**
 1. Master Board Resolution – COVID-19 Related Contracts (*Packet 2, Page 137*)
 2. Master Board Resolution – COVID-19 Related New Subcode (*Packet 2, Page 140*)
 3. Advanced Behavioral Pathways, LLC (Ops) (*Packet 2, Page 143*)

7. **Association of Regional Center Agencies** – Angelina Martinez
8. **Executive Director’s Report** - Ruth Janka (*Packet 2, Page 146*)
9. **Administrative Affairs Committee** – Ana Quiles
 - A. Minutes of the October 28th Meeting (*Packet 1, Page 82*)
 - B. Minutes of the November 24th Meeting (*Packet 2, Page 179*)
 - C. FY 2020-21 Financial Report (*Packet 2, Page 186*)
 - D. Contract Vetting Training
10. **Consumer Advisory Committee** - Caroline Mitchell
 - A. Minutes of the November 4th Meeting (*Packet 1, Page 96*)
11. **Consumer Services Committee** - Nelmonika Jones
 - A. Minutes of the November 18th Meeting (*Packet 2, Page 191*)
12. **Executive Committee** – Lety Garcia
 - A. Minutes of the October 28th Meeting (*Packet 1, Page 99*)
 - B. Minutes of the November 24th Meeting (*Packet 2, Page 197*)
 - C. Plans for January Board Training Day
 - D. Vaccination Priority – Letter to Los Angeles County Public Health Director (*Packet 2, Page 205*)
 - E. Diversity and Inclusion Consultant Update
 - F. Board Meeting Format Update
 - G. NLACRC Involvement in Business Advocacy Organizations (Sara Iwahashi) (*Packet 1, Page 105*)
 - H. Discussion of Board Meeting Location
 - I. Board and Staff Introductions and Playlist (including review of Board Buddies list) (*Packet 1, Page 106*)
13. **Government & Community Relations** – Jeremy Sunderland
 - A. Minutes of the November 18th Meeting (*Packet 2, Page 209*)
 - B. Legislative Educators’ Report (*Packet 1, Page 108*)
14. **Nominating Committee** – Curtis Wang
 - A. Minutes of the January 6th Meeting – *Deferred*
 - B. Status of Board & VAC Member Recruitment
 - C. Interest in Serving as a Board Officer or ARCA Delegate in FY 2021-22

- D. Next Meeting: February 3rd, at 5:30 p.m.

- 15. **Post-Retirement Medical Trust Committee** – Lety Garcia – No report
 - A. Next Quarterly Meeting: February 1st

- 16. **Strategic Planning Committee** – Marianne Davis
 - A. Minutes of the November 2nd Meeting (*Packet 2, Page 215*)

- 17. **Vendor Advisory Committee** - Sharoll Jackson
 - A. Minutes of the November 5th Meeting (*Packet 2, Page 221*)
 - B. Minutes of the January 7th Meeting - *Deferred*

- 18. **Old Business/New Business**
 - A. Board and Committee Meeting Attendance Sheets (*Packet 2, Page 230*)
 - B. Updated Acronyms Listing (*Packet 1, Page 115*)
 - C. Meeting Evaluation (*Packet 1, Page 121*)

- 19. **Announcements/Information/Public Input**
 - A. Next Meeting: Wednesday, February 10th, at 6:30 p.m.

- 20. **Adjournment**





North Los Angeles County Regional Center

MISSION STATEMENT

North Los Angeles County Regional Center, with integrity and transparency, provides lifelong partnerships and planning to persons with developmental disabilities by promoting their civil and personal rights, providing comprehensive information, advocating in cooperation with consumers, promoting and providing quality services, and supporting full participation of consumers and families in all aspects of community life.

VISION STATEMENT

- Consumers and their family members will have control over their supports and services.
- Consumers will have greater access to safe and affordable housing.
- Consumers and their families will receive innovative supports and services to meet existing and emerging needs.
- Consumers and their families will receive supports and services in true partnership with the regional center, providers, schools, health care, and other agencies.
- Consumers will have greater access to opportunities to work in non-sheltered settings.

VALUES STATEMENT

The Board of Trustees for North Los Angeles County Regional Center respects the rights of individuals with developmental disabilities. As such, the board will promote, protect, and advocate for consumers' rights by following these values as guiding principles in the board's policy development, decision making, and strategic planning.

Values

Individual people with developmental disabilities:

- Have the same rights and responsibilities as other residents of their communities.
- Have the right to fully participate in all aspects of community life.
- Have the right to receive the highest quality of supports and services to meet their needs.
- Have the right to make their own decisions and be heard in respect to their life choices.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 | www.nlacrc.org

2021 Board Member Priorities as Stated in Our Performance Contract

1. Decrease the number of individuals who reside in institutional settings.
2. Maintain children and increase adults who reside in home settings.
3. Increase percentage of adult consumers employed in integrated settings with competitive wages.
4. Ensure consumers/families have access to services and supports regardless of age, diagnosis, ethnicity or language.
5. Increase percentage of individuals with current CDER's or ESR's.

North Los Angeles County Regional Center

Board of Trustees

Regional Center Worker Retention Policy and Procedure

I. General

The purpose of the Regional Center Worker Retention Policy is to establish procedures for employee retention. This policy and procedure supports the requirements outlined in NLACRC's contract with Department of Developmental Disabilities, Article I, General Provisions, Section 29, Procedures for Employee Retention and in accordance with Welfare and Institutions Code ("WIC") Sections 4639.80 through 4639.83.

II. Departments Affected

This policy applies to all NLACRC employees in the San Fernando Valley, Antelope Valley and Santa Clarita Valley offices.

III. Responsibility

The center's Executive Leadership staff shall have the overall responsibility to monitor compliance of the Regional Center Worker Retention Policy and Procedure.

IV. Definitions

A. The following definitions apply to this policy and procedure:

1. "Change of operator" means the replacement, by the department, of a contractor with a successor contract.
2. "Contractor" means a nonprofit corporation with which the department contracts to operate a regional center pursuant to WIC, Sections 4621 and 4621.5.
3. "Covered employee" means an individual who has been employed by a contractor for at least 90 days immediately before a change of operator.
 - a. "Covered employee" does not include any of the following:

- i. A managerial, supervisory, or confidential employee
 - ii. A temporary employee
 - iii. A part-time employee who has worked less than 20 hours per week for the predecessor contract for at least 90 days immediately before the change of operator.
4. “Department” means the State Department of Developmental Services.
5. “Predecessor contractor” means the contractor before the change of operator.
6. “Regional center” means a regional center as that term is used in this chapter.
7. “Successor contract” means the contractor following the change of operator.
8. “Total compensation” means the combined value of the covered employee’s wages and benefits immediately before the change of operator. Total compensation may be paid entirely as wages or in any combination of wages and fringe benefits, to be determined by the successor contractor. Total compensation includes the following amounts:
 - a. The covered employee’s hourly wage rate or per diem value of the covered employee’s monthly salary.
 - b. Employer payments toward the covered employee’s health and welfare and pension benefits shall include only those payments that are recognized as employer payments under paragraphs (1) and (2) of subdivision (b) Section 1773.1 of the Labor Code.
9. “Transition period” means a period of 90 days immediately following the effective date of a change of operator.

V. Policy

NLACRC shall follow all applicable employee retention requirements pursuant to WIC Sections 4639.80 through 4639.83, as may be amended from time to time.

VI. Procedure

- A. The department shall notify a contractor operating a regional center that the department has awardee, or intends to award, the contract to a different contractor. The notification shall include the effective date of the change of operator and the name, address, and contact information of the successor contractor.
- B. At least 15 days before the effective date of the change of operator, the predecessor contractor shall provide to the successor contractor a list of the names, hire dates, total compensation and classification of all covered employees.
- C. A contract entered into or renewed pursuant to this article shall be subject to all of the following conditions:
 1. Except as otherwise provided in this section, the successor contractor shall agree to retain all covered employees for contract entered into or renewed pursuant to this article shall be subject to all of the following conditions:
 - a. Except as otherwise provided in this section, the successor contractor shall agree to retain all covered employees for at least 90 days following a change of operator.
 - b. During the transition period, the successor contractor shall not reduce the total compensation of any covered employee.
 - c. During the transition period, the successor contractor shall not terminate a covered employee without cause.
 - d. If the successor contractor determines in good faith that it requires fewer employees at a covered employee's principal place of employment during the transition period than were required by the predecessor contractor, the successor contractor shall retain qualified covered employees by seniority within each job classification.

- e. At the end of the transition period, the successor contractor shall make a written performance evaluation for each covered employee retained during the transition period.
 - f. A successor contractor and a labor organization representing covered employees may, by collective bargaining agreement, provide that the agreement supersedes the requirements of this subdivision.
2. At least 15 days before the effective date of a change of operator, the predecessor contractor shall cause to be posted public notice of the change of operator at each principal place of employment of any covered employee. The notice shall include the name of the predecessor contractor and its contact information, the name of the successor contractor and its contact information, and the effective date of the change of operator. The notice shall be posted in a conspicuous place in a manner to be readily viewed by covered employees. At least 15 days before the effective date of a change of operator, the predecessor contractor shall also cause the notice to be sent to any labor organization that represents the covered employees.
3. A successor contractor shall retain the following records, in written or electronic format, for at least three years:
- a. The list provided to the successor contractor pursuant to paragraph (2) of subdivision (c) of WIC, Section 4639.80.
 - b. All offers of employment made to covered employees.
 - c. All terminations of covered employees during a transition period, including the reasons for termination.
 - d. All written performance evaluations of covered employees made pursuant to section paragraph (4) of subdivision (a) of WIC, Section 4639.81.
4. A covered employee who is not offered employment, who has been discharged in violation of this article, or who has been paid less than the covered employee's total compensation during the transition period, may bring an action against a successor

contractor in any superior court of the State of California with jurisdiction over the successor contractor.

5. Upon finding a violation of this article, the court may award back pay, calculated at the rate of the covered employee's total compensation, for each day the violation has occurred and continues to occur. The court may issue an injunction or appropriate order to stop the continued violation of this article, and provide any other relief as the court deems appropriate.
 6. If the covered employee is the prevailing party in the legal action, the court shall award the employee reasonable attorney's fees and costs as part of the costs recoverable.
 7. A covered employee shall not maintain a cause of action under this section solely due to the failure of a successor contractor to provide a written performance evaluation pursuant to paragraph (4) of subdivision (a) of WIC, Section 4639.81.
 8. The rights and remedies provided by this section are in addition to, and are not intended to supplant, any existing rights or remedies.
- D. The provisions of this article are severable. If any provision of this article or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application

Additional Committee Action Items

Master Contract Board Resolution Due to COVID-19 Outbreak

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Extension of Master Board Resolution (COVID-19 related) Amendment or New Contract Purchase of Services
2.	The Name of Vendor or Service Provider	Various Service Providers with either a (1) negotiated rate; (2) DDS set rate; (3) Schedule of Maximum Allowance Rate (“SMA”); or (4) Usual & Customary Rate
3.	The Purpose of the Contract	<p>Welfare and Institutions Code (“WIC”), Section 4625.5(a) states that “The governing board of each regional center shall adopt and maintain a written policy requiring the board to review and approve any regional center contract of two hundred fifty thousand dollars (\$250,000) or more, before entering into the contract.</p> <p>Section 4625.5(b), states that “No regional center contract of two hundred fifty thousand dollars (\$250,000) or more shall be valid unless approved by the governing board of the regional center in compliance with its written policy pursuant to subdivision (a).”</p> <p>Section 4625.5(c) states that “For purposes of this section, contracts do not include vendor approval letters issued by regional centers pursuant to Section 54322 of Title 17 of the California Code of Regulations. ?</p> <p>The Master Contract Board Resolution would authorize a NLACRC Officer to execute service provider contracts in order to implement additional and/or new resources and services to support Consumers and families related to the COVID-19 outbreak. The Board Master Resolution would extend the current authorization period from December 31, 2020 through June 30, 2021.</p> <ul style="list-style-type: none"> • Original Authorized Dates: March 26, 2020 through May 27, 2020 • Extension of Authorized Dates: from May 27, 2020 through July 29, 2020 • Extension of Authorized Dates: from July 29, 2020 through December 31, 2020 • Extension of Authorized Dates: from December 31, 2020 through June 30, 2021
4.	The Contract Term	Either a (i) contract term ranging from a few months to a five (5) year contract; or (ii) coterminous with an existing contract.

5.	The Total Amount of the Contract	Fiscal Impact of each contract will vary by service provider depending upon the type of services provided, the contract term, the rate authorized, and the projected number of Consumers served.
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service providers based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.
7.	Method or Process Utilized to Award the Contract.	Service Provider will be vendored in accordance with vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Service Provider rate(s) will be established based on rate setting requirements under statute and regulation
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	A summary of all service provider contracts executed during the period March 26, 2020 through June 30, 2021 will be provided to the Administrative Affairs Committee for review.

Master Contract Board Resolution Due to COVID-19 Outbreak

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2021, when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak. The NLACRC’s Board of Trustees passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the NLACRC’s Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2021, when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak.

On **January 13, 2021** the NLACRC’s Board of Trustees hereby approves all such contracts when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak

The NLACRC’s Board of Trustees hereby authorizes and designates any Officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director-Chief Financial Officer, Chief of Program Services, or Chief Organizational Development Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 13, 2021
Date

Master Contract Board Resolution Due to COVID-19 Outbreak

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Extension of Master Board Resolution (COVID-19 related) Amendment or New Contract Purchase of Services
2.	The Name of Vendor or Service Provider	Various Service Providers with either a (1) negotiated rate; (2) DDS set rate; (3) Schedule of Maximum Allowance Rate (“SMA”); or (4) Usual & Customary Rate
3.	The Purpose of the Contract	<p>Welfare and Institutions Code (“WIC”), Section 4625.5(a) states that “The governing board of each regional center shall adopt and maintain a written policy requiring the board to review and approve any regional center contract of two hundred fifty thousand dollars (\$250,000) or more, before entering into the contract.</p> <p>Section 4625.5(b), states that “No regional center contract of two hundred fifty thousand dollars (\$250,000) or more shall be valid unless approved by the governing board of the regional center in compliance with its written policy pursuant to subdivision (a).”</p> <p>Section 4625.5(c) states that “For purposes of this section, contracts do not include vendor approval letters issued by regional centers pursuant to Section 54322 of Title 17 of the California Code of Regulations.”</p> <p>The Master Contract Board Resolution would authorize a NLACRC Officer to execute service provider contracts in order to timely implement new subcode(s) either (i) as directed by DDS; or, (ii) to identify and report POS expenditures related to the COVID-19 outbreak. This Board Master Resolution would extend the current authorization period from December 31, 2020 through June 30, 2021.</p> <ul style="list-style-type: none"> • Original Authorized Dates: March 26, 2020 through May 27, 2020 • Extension of Authorized Dates: from May 27, 2020 through July 29, 2020 • Extension of Authorized Dates: from July 29, 2020 through December 31, 2020 • Extension of Authorized Dates: from December 31, 2020 through June 30, 2021

4.	The Contract Term	Either a (i) contract term ranging from a few months to a five (5) year contract; or (ii) coterminous with an existing contract.
5.	The Total Amount of the Contract	Fiscal Impact of each contract will vary by service provider depending upon the type of services provided, the contract term, the rate authorized, and the projected number of Consumers served.
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service providers based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.
7.	Method or Process Utilized to Award the Contract.	Service Provider will be vended in accordance with vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Service Provider rate(s) will be established based on rate setting requirements under statute and regulation
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	A summary of all service provider contracts executed during the period March 26, 2020 through June 30, 2021 will be provided to the Administrative Affairs Committee for review.

Master Contract Board Resolution Due to COVID-19 Outbreak

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2021, when the purpose of the contract is to add a subcode to an existing service provider contract in order to track and report POS expenditures related to the COVID-19 outbreak. The NLACRC’s Board of Trustees passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the NLACRC’s Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2021, when the purpose of the contract is to add a subcode in order to track and report POS expenditures related to the COVID-19 outbreak.

On **January 31, 2021** the NLACRC’s Board of Trustees hereby approves all such contracts when the purpose of the contract is to add a subcode in order to track and report POS expenditures related to the COVID-19 outbreak.

The NLACRC’s Board of Trustees hereby authorizes and designates any Officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director-Chief Financial Officer, Chief of Program Services, or Chief Organizational Development Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 13, 2021

Date

Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Operations New Agreement for Consulting Services
2.	The Name of Vendor or Service Provider	Advanced Behavioral Pathways, LLC (“ABP”)
3.	The Purpose of the Contract	Legislative education and engagement services: <ul style="list-style-type: none"> • Consulting Services • Participation in Committees & Meetings • Grassroots Visits • Board Training • Legislative Trainings • Legislative Trips to ARCA Grassroots and ARC California Conference
4.	The Contract Term	Approximately eight (8) months January 13, 2021 through August 31, 2021
5.	The Total Amount of the Contract	\$141,286.00
6.	The Rate of Payment or Payment Amount	Various hourly rates and fees based on the activities and services performed by ABP.
7.	Method or Process Utilized to Award the Contract.	Re-engagement of Consultant from previous year because the consultant best met NLACRC’s legislative objectives and training needs.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	During FY2020-2021, NLACRC received an allocation of \$141,404 of ABX2-1 administrative expense funding. The contract is funded by the ABX2-1 funds that NLACRC received in its FY2020-2021 Operations funding for ABX2-1 administrative expenses.

Contract Summary and Board Resolution

The North Los Angeles County Regional Center (“NLACRC”) Board of Trustees reviewed and discussed the Consulting Services Agreement between NLACRC and Advanced Behavioral Pathways, LLC. (“ABP”)

RESOLVED THAT in compliance with NLACRC’s Board of Directors Contract Policy, on January 13, 2021, the Consulting Services Agreement (“**Agreement**”) between NLACRC and ABP was reviewed and discussed by the NLACRC Board of Trustees. The NLACRC Board of Trustees hereby authorizes and designates any Officer of NLACRC to execute and deliver the Agreement on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions, as such Officer may approve. The final terms of the Agreement shall be conclusively evidenced by the execution of the Agreement by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director-Chief Financial Officer, Chief of Program Services, or Chief Organizational Developmental Officer, and no one else.

CERTIFICATION BY SECRETARY: I certify that: (i) I am the Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; iii) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 13, 2021

Executive Director's Report

North Los Angeles County Regional Center
Executive Director's Report
January 13, 2021

I. State/Local Updates

A. Governor's Proposed Budget for Fiscal Year 21-22

\$40.4M increase in Regional Center Operations, mainly attributed to anticipated caseload growth

Regional Center Operations – Policy

Budget year includes \$124.8M for policies impacting operations; \$7M decrease compared to FY20-21.

Specialized Caseload Ratios – currently funding 49 CSCs to serve 1,231 consumers; FY21-22, 54 CSCs to serve 1,354

Specialized Home Monitoring – for monitoring additional Enhanced Behavioral Support and Community Crisis Homes.

System, Therapeutic, Assessment, Resources and Treatment (START) Training – start up funding to add additional START local teams cover three months of costs associated with the local provider team; hiring and training staff, renting office space, acquiring materials and equipment. First, second and third costs cover all aspects of training provided by University of New Hampshire to local START teams.

Regional Center Emergency Response Coordinators – 21 positions (1 per regional center). Position will be the point of contact between the regional center, DDS, and local agencies and will communicate impact, status and needs during an emergency.

Community Navigators – Contract with Family Resource Centers to administer community navigator programs utilizing parents in the RC system, community leaders and self-advocates to provide information and guidance to consumers and their families to navigate connection to generic and regional center resources. \$500k of the funding for this in FY 2021-22 will be used for independent review of disparity projects.

Purchase of Service – Policy

\$1.1 billion for policies impacting purchase of services, an increase of \$79.5M as compared to current year.

Provider Supplemental Rate Increase – extended until 12/31/2022

Uniform Holiday Schedule –suspended until 12/31/2022.

Health Rate Facility Increases – DHCS implemented a 10 percent per diem rate increase in ICFs and SNFs for duration of SOE; assumption is rate increase will no longer apply July 1, 2021

SB 3 Minimum Wage Increase – funding for state minimum wage increase from \$14 to \$15 per hour effective January 1, 2022.

Forensic Diversion – 5 regional center positions to support forensic diversion program; and funding for a contractor to provide intensive wraparound services to forensically involved consumers, who have been determined to not pose a risk to public safety and can be treated in the community.

Youth Returning from Out of State Foster Care – funding to support the return of approximately 10 youths identified in decertified out-of-state facilities are anticipated to be eligible for Lanterman Act services and require therapeutic residential environments.

\$5 Billion Immediate Action Plan included in the proposed 21-22 Budget

\$2 billion "State Safe Schools for All"

\$575 million more for California Small Business COVID-19 Relief Grant (total over \$1 billion)

\$2.4 billion “Golden State Stimulus Payments” for Californians who make \$30,000 or less annually.

B. COVID 19 Statistics

California Department of Public Health (CDPH) COVID-19 Update:
<https://covid19.ca.gov/> as of Saturday, January 9, 2021

2,670,962 COVID-19 positive; 29,701 deaths; 32,374,471 tests

21,647 (>) COVID-19 positive hospitalized; 4,863 (>) ICU

866 (<) Suspected COVID-19 hospitalized; 102 (>) ICU

LA County Public Health COVID Update as of Monday, January 10, 2021 <http://publichealth.lacounty.gov>

920,177 total cases reported and 12,250 deaths.

7,964 (>) hospitalizations; Positivity Rate: 20.8% (>) (7-day average)

Current County Risk Level: Tier 1 – (Widespread)

Regional Centers Statewide COVID Data <https://dds.ca.gov/> (DDS Website down – cannot access current data).

NLACRC COVID Update – as of January 6, 2021:

Total cumulative number: 621 positive cases (501 active, 91 recovered, 29 deaths) Of those positive cases, 109 were hospitalized.

C. DDS Directives/Guidance

- Increased Rate for Supported Living Services when an individual is COVID19 positive and one direct support staff quarantines with the consumer. (January 8, 2021 Directive)
- Average Monthly Rates for Transportation and Group Supported Employment providers effective March 1st. (January 4, 2021 Guidance)
- Overtime Pay authorized for Participant Directed Services – Respite during the COVID 19 State of Emergency. (December 23, 2020 Directive)
- Expiration dates of former directives extended into February; specifically; 3/12, 3/18, 3/25, 3/30, 4/15, 6/15 and 10/2/2020. (December 23, 2020 Directive)
- Self Determination Program Financial Management Services Fees funded through traditional funding and repurposed toward additional SDP services. (December 18, 2020 Directive)

Please note that all directives are available on NLACRC’s website.

D. Alternative Service Delivery

Average Monthly Rates

Effective December 1st, providers delivering alternative services began using an average monthly rate for each service type, with the exception of transportation and group supported employment. Regional centers have

received the rates per service type/vendor and has created a method for service providers to access their rate information through DropBox.com.

Rate Letters

Letters informing vendors of their respective average monthly rates are in the process of being generated and mailed.

Confirmation Letters

Letters confirming consumer and/or family agreement with alternative service delivery are in the process of being generated and mailed.

E. Personal Protective Equipment (Essential Protective Gear)

NLACRC has a limited supply of EPG/PPE and continues to request EPG from both the department and the county to support providers, consumers and families. Meantime, NLACRC has distributed over 1.4 million pieces of EPG and has submitted a press release to several media sources highlighting the good work to contribute to the health and safety of our community.

F. COVID Prevention Plan

We are finalizing our COVID Prevention Plan, as required by CalOSHA Emergency Regulations.

G. Vaccine Distribution

The 7 Los Angeles County regional centers are working with Los Angeles County Public Health regarding the distribution of the COVID19 vaccination to our service provider community and regional center employees as well as consumers. LA County is in Phase 1A Tier 2 of the distribution plan for the vaccine, which includes Intermediate Care Facilities and Community Care Facilities, as home care organizations and home health agencies (in-home supportive service personnel) are included in this category. Regional centers have not yet been greenlighted to receive the vaccine; we are working with public health to prioritize the distribution of the vaccination in our service system. We anticipate the availability of the vaccine to our direct service providers and regional center staff over the next few weeks.

H. Consumer/Family Contact

The Center is seeking to reach every consumer and/or family this month to confirm we have accurate contact information and to assess any support needs. Additionally, the Center is soliciting for consumers and family members to reach out to their service coordinators to provide updated contact information through our “News You Can Use”.

II. Regional Center Operations

A. Decrease in IRS Mileage Reimbursement Rate

Internal Revenue Service issued a notice decreasing the standard mileage rate to 56 cents per mile, down 1.5 cents from the 2020 rate.

B. Increase in In Home Respite Services Rate

Due to the enactment of Senate Bill 3 (“SB3”), effective January 1, 2021, the minimum wage in the State of California will increase from \$13.00 per hour to \$14.00 per hour for employers with 26 or more employees and from \$12.00 to \$13.00 per hour for employers with 25 or fewer employees. The increase in the state’s minimum wage results in an increase the In-Home Respite Services rate. This rate is set by DDS and the new rate is \$19.18 per hour.

C. Fiscal Year 18-19 Contract Year Closing

Billing for FY18-19 closes March 31, 2021, and thus all billing for FY18-19 must be submitted by the end of February; this applies to both Purchase of Service (vendor billing) and Operations.

D. Agency Disaster Recovery Plan

The Center has contracted with a consultant, MLC, to assist in the development of a business continuity plan in the event an emergency or disaster impacts the Center’s ability to operate.

E. Antelope Valley Office Relocation

The occupancy permit is pending and point to point internet installation is scheduled for the third week of January; meantime onsite staff are working from the Center’s Santa Clarita Office.

F. Staff/ Staff Recruitment

Actively recruiting for the following positions: Consumer Services Director – SDP/Branches, Chief Financial Officer, Contract and Compliance Manager, Diversity & Inclusion Specialist, and Community Placement Plan Supervisor, as well as fiscal positions and service coordinator positions. The recruitment plan includes 21 new service coordinator positions and 2 SDP Junior Accountant positions; we will recruit for these in addition to replacement service coordinator positions.

G. Quality Assurance (*Attachment 1*)

For the month of November, Community Services conducted 1,244 contacts with providers; 1,020 telephonic and 224 virtual contacts (181 SFV, 41 AV, 2 SCV via Zoom, FaceTime or DUO). There were no in-person visits this past

month and no corrective action plans issued. In December, 1,014 contacts with providers; 891 telephonic and 123 virtual contacts (67 SFV, 55 AV, 1 SCV via Zoom, FaceTime or DUO). There were no in-person visits this past month and one corrective action plan issued for failure to report special incidents.

H. Consumer Statistics (Attachment 2)

As of December 31, the center served 28,054 consumers and applicants, including 3,718 in Early Start, 513 in Intake, and 23,615 in the Lanterman program. Of note, intake for both Early Start and Non-Early Start (individuals over the age of 3) is climbing after a consistent decline for the past several months (due to COVID).

I. Special Incident Reporting (Attachment 3)

The center received 83 special incident reports, including 92 incident types, all reported to DDS in the month of November. Of note, 76 reports are related to incidents that occurred in November while the remainder occurred prior and were reported to the Center in November. For the month of December, the Center reported 105 special incidents to DDS, which included 136 incident types. 94 reports are related to incidents that occurred in December while the remainder occurred prior.

J. Self-Determination Program (SDP)

The Center has published a Request for Proposals (RFP) seeking providers interested in providing individualized coaching and supports directed toward assisting participants in navigating the SDP process and transitioning forward into the program. An informational webinar was held on Monday, January 11 re the RFP.

The Center's local volunteer advisory committee has a vacant seat; applications for the seat are currently being accepted. The next local volunteer advisory committee meeting is Thursday, Jan. 21 at 7:00pm.

Statistics regarding program implementation are as follows: 160 individuals eligible, 145 Orientation Completed, 13 Orientation Needed, 50 completed person center plans, 36 certified budgets, 19 budgets in progress, and 34 fully active participants with approved spending plans.

Residential and Day Program Quality Assurance Monitoring Activities
January 2020 - December 2020

Attachment 1

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
# of Res'l & Day QA Staff	7	7	7	7	7	7	7	7	6	7	7	7	N/A
# Annual Facility Monitoring Visits	10	20	4	0	0	0	0	0	1	2	0	0	37
# Unannounced Visits	47	53	18	0	0	0	0	2	0	0	0	0	120
# Corrective Action Plans Issued	2	4	3	0	0	0	0	1	2	0	0	1	13
*Substantial Inadequacies Cited:													
1.Threat to Health or Safety		1							1				2
2.Provision of fewer staff hours than req'd						1							1
3.Violations of Rights	1		2	1	2	1							7
4.Failure to implement consumer's IPP		1							1				2
5.Failure to comply with Admission Agreement	2	4	3						2				11
6.Deficiencies handling consumers' cash resources													
7.Failure to comply with staff training reqs													
8.L4 fails to use methods per program design													
9.L4 fails to measure consumer progress													
10.Failure to take action per CAP													
11.Failure to use rate increase for purposes authorized													
12.Failure to ensure staff completes DSP requirements.													
13.Failure to submit Special Incident Report			1		2	1		1				1	6
*per Title 17 §56054(a)	3	6	6	1	4	3	0	1	4	0	0	1	29

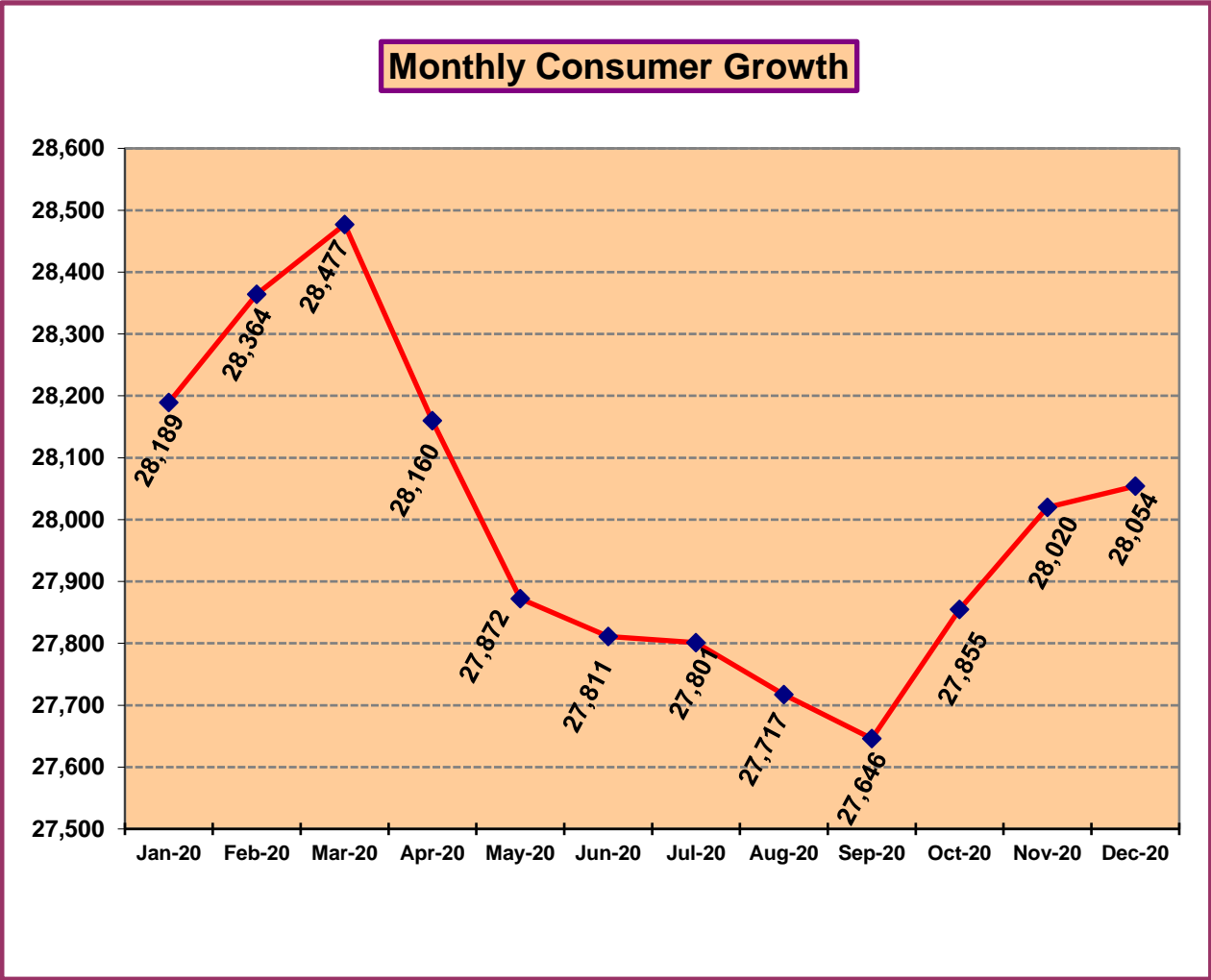
**NORTH LOS ANGELES COUNTY REGIONAL CENTER
MONTHLY STATISTICS RECAP
As of December 2020**

	January 2020 Total	December 2020 Total	Increase/ Decrease	% Change
ALL VALLEYS				
Total Non-Early Start	22,777	23,615	838	3.68%
Total Early Start	4,190	3,718	-472	-11.26%
Unit Supervisor Cases (*)	95	65	-30	-31.58%
Self Determination Specialist (*)	16	34	18	112.50%
Prenatal Services	0	0	0	0.00%
Development Center	16	16	0	0.00%
Enhanced Case Mgmt	31	30	-1	-3.23%
Pending Transfer	41	63	22	53.66%
Intake Services	1,023	513	-510	-49.85%
TOTAL ALL VALLEYS	28,189	28,054	-135	-0.48%
SAN FERNANDO VALLEY				
Adult Services	6,028	6,154	62	1.03%
Adult Unit Supervisor (*)	8	8	0	0.00%
Transition Services	2,812	2,897	85	3.02%
Transition Unit Supervisor (*)	30	13	-17	-56.67%
School Age Services	5,517	5,797	280	5.08%
School Age Unit Supervisor (*)	49	24	-25	-51.02%
Early Start Services	2,854	2,432	-422	-14.79%
Early Start Unit Supervisor (*)	0	1	1	#DIV/0!
Early Start Intake Unit Supervisor (*)	0	0	0	#DIV/0!
Prenatal Services	0	0	0	0.00%
Development Center	16	16	0	0.00%
Enhanced Case Mgmt	31	30	-1	-3.23%
Pending Transfer	41	63	22	53.66%
Intake Services	642	338	-304	-47.35%
Self Determination Specialist (*)	0	14	14	#DIV/0!
TOTAL	17,941	17,727	-305	-1.70%
ANTELOPE VALLEY				
Self Determination Specialist (*)	0	6	6	
Adult Services	2,272	2,226	-46	-2.02%
Adult Unit Supervisor (*)	1	3	2	200.00%
Transition Unit	1,651	1,665	14	0.85%
Transition Unit Supervisor (*)	0	9	9	#DIV/0!
School Age Services	1,912	2,156	244	12.76%
School Age Unit Supervisor (*)	7	7	0	0.00%
Early Start Services	789	792	3	0.38%
Intake Services	381	175	-206	-54.07%
TOTAL	7,005	7,014	20	0.29%
SANTA CLARITA VALLEY				
Self Determination Specialist (*)	16	14		
Adult Services	842	897	55	6.53%
Transition Services	517	601	84	16.25%
School Age Services	1,226	1,222	-4	-0.33%
Early Start Services	547	494	-53	-9.69%
TOTAL	3,132	3,214	82	2.62%

* Numbers not part of ratio count, but counted on Total All Valleys

NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

Month	Consumers	Growth	% Change
Jan-20	28,189	175	0.62%
Feb-20	28,364	113	0.40%
Mar-20	28,477	-317	-1.11%
Apr-20	28,160	-288	-1.02%
May-20	27,872	-61	-0.22%
Jun-20	27,811	-10	-0.04%
Jul-20	27,801	-84	-0.30%
Aug-20	27,717	-71	-0.26%
Sep-20	27,646	209	0.76%
Oct-20	27,855	165	0.59%
Nov-20	28,020	34	0.12%
Dec-20	28,054		
Total		-135	
Average		-12	
Percent Chg		-0.48%	



December 2020 CSC Caseload Ratio

San Fernando Valley								
Adult Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Adult Unit I	1,011	11	91.9					
Adult Unit II	1,016	11	92.4			1		
Adult Unit III	14			3				
Adult Unit IV	1,087	11	98.8	1				
Adult Unit V	1,006	10	100.6	1			1	
Adult Unit VI	1,010	11	91.8					
Adult Unit VII	1010	11	91.8					
Adult Unit Supervisor*	8							
Total	6,154	65	94.7	5		1	1	
Transition Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Transition Unit I	894	9	99.3	1		1		
Transition Unit II	964	11	87.6				1	
Transition Unit III	1,039	12	86.6					
Transition Unit Supervisor*	13							
Total	2,897	32	90.5	1		1	1	
School Age Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
School Age III	1,174	12	97.8					
School Age IV	1,184	11	107.6	2			1	
School Age V	1,068	10	106.8	2				
School Age VI	1,188	13	91.4					
School Age VII	1,183	12	98.6	1				
School Age Unit Supervisor*	24							
Total	5,797	58	99.9	5			1	
Early Start Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Early Start 1 (Status 1 & 2)	583							
Early Start 1 Intake	80							
Early Start 1 Total	663	11	60.3					3
Early Start 2 (Status 1 & 2)	567							
Early Start 2 Intake	75							
Early Start 2 Total	642	11	58.4					
Early Start 3 (Status 1 & 2)	446							
Early Start 3 Intake	61							
Early Start 3 Total	507	9	56.3			1		
Early Start 4 (Status 1 & 2)	545							
Early Start 4 Intake	75							
Early Start 4 Total	620	11	56.4					
Status 1 Over 36 mo.	44							
Early Start Unit Supervisor*	1							
Early Start Intake Unit Supervisor*								
Total	2,432	42	57.9			1		3
Total Non-Early Start	14,848	155	95.8	11		2	3	
Total Early Start	2,432	42	57.9			1		3
Total	17,280	197	87.7	11		3	3	
SFV Self Determination Specialist*	14	2						
Intake Services	338	5	67.6					2
Antelope Valley								
Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.	
AV Self Determination Specialist*	6	1						
Adult Unit I	911	10	91.1	1				
Adult Unit II	953	10	95.3	1				
Adult Unit III	362	4	90.5					
Total	2,226	24	92.8	2				
AV Adult Unit Supervisor*	3							
Transition Unit I	973	9	108.1	2			1	
Transition Unit II	692	7	98.9	1				
Total	1,665	16	104.1	3			1	
AV Transition Supervisor*	9							
School Age I	1,118	9	124.2	2		2		
School Age II	1,038	10	103.8	1			1	
Total	2,156	19	113.5	3		2	1	
AV School Age Supervisor*	7							
Early Start (Status 1 & 2)	638							
Early Start Intake	154							
Early Start Total	792	13	60.9					
Status 1 Over 36 mo.	52							
Total Non-Early Start	6,047	59	102.5	8		2	2	
Total Early Start	792	13	60.9					
Total	6,839	72	95.0	8		2	2	
Intake Services	175	3	58.3					1
Santa Clarita Valley								
Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.	
SCV Self Determination Specialist*	14	1						
Adult Unit	897	10	89.7					
Transition Unit I	105	1	105.0					
Transition Unit II	496	5	99.2					
Total	601	6	100.2					
School Age Unit I	854	8	106.8	1				
School Age Unit II	368	4	92.0					
Total	1,222	12	101.8	1				
Early Start (status 1 & 2)	432							
Early Start Intake	62							
Early Start Total	494	8	61.8	2		1		
Status 1 Over 36 mo.	9							
Total Non-Early Start	2,720	28	97.1	1				
Total Early Start	494	8	61.8	2		1		
Total	3,214	36	89.3	3		1		

December 2020 CSC Caseload Ratio								
All Valleys	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Total Non-Early Start	23,615	242	97.6	20		4	5	
Total Early Start	3,718	63	59.0	2		2		3
Total Early Start (Status 1 & 2)	3,211							
Total Early Start Intake	507							
*Self Determination Specialist	34	4						
*Total Non Early Start Supervisor	64							
*Total Early Start Supervisor Status 1&2	1							
*Total Early Start Supervisor Intake								
Total Status 1 Over 36 mo.	105							
Sub-total	27,333	309	88.5	22		6	5	
Intake Services	513	8	64.1					3
Prenatal Services								
Development Center	16							
Enhanced Case Management	30	1						
Pending Transfer	63							
Shared-in	9							
Shared-out	27							
Medicaid Waiver	9,845							
Total	28,054	318	88.2	22		6	5	6
	Total =	351	342					
* Numbers not part of ratio count, but counted on Total Summary section								

Special Incident Reports in December 2020

Special Incidents	Children	Adults	Total
Other	2	80	82
Death	0	12	12
			94

Special Incident Reports From Prior Months & Reported in December 2020

Special Incidents	Children	Adults	Total
Other	0	10	10
Death	0	1	1
			11
TOTAL			105

Special Incident Types Report
October 2020 through December 2020 & December 2019

Reasonably Suspected Abuse	20-Dec	20-Nov	20-Oct	19-Dec
Physical Abuse/Exploitation	1	5	4	3
Sexual Abuse/Exploitation	0	2	1	3
Fiduciary Abuse/Exploitation	1	1	2	2
Emotional/Mental Abuse/Exploitation	4	2	6	5
Physical and/or Chemical Restraint	1	1	5	1
Total:	7	11	18	14
Neglect				
Failure to Provide Care to Elderly/Adult	2	0	3	0
Failure to Provide Medical Care	0	0	1	1
Failure to Prevent Malnutrition	0	0	0	0
Failure to Prevent Dehydration	0	0	1	1
Failure to Protect from H/S Hazards	1	2	2	2
Failure to Assist w/ Personal Hygiene	0	2	1	0
Failure to Provide Food/Cloth/Shelter	0	0	0	0
Total:	3	4	8	4
Serious Injuries/Accidents				
Lacerations	1	4	5	4
Puncture wounds	0	0	0	0
Fractures	10	5	4	5
Dislocations	1	0	0	1
Bites	0	0	1	0
Internal Bleeding	1	2	0	0
Medication Errors	7	9	11	24
Medication Reactions	0	0	0	0
Burns	0	0	0	1
Total:	20	20	21	35
Unplanned/Unscheduled Hospitalization				
Respiratory Illness	29	12	9	14
Seizure Related	3	2	4	6
Cardiac Related	1	1	7	2
Internal Infections	41	15	7	10
Diabetes	3	1	3	0
Wound/Skin Care	1	3	4	1
Nutritional Deficiencies	2	0	2	2
Involuntary Psych Admission	8	12	11	10
Total:	88	46	47	45
Victim of Crime				
Robbery	0	0	0	0
Aggravated Assault	2	0	2	2
Larceny	0	0	2	0
Burglary	0	0	0	0
Rape or Attempted Rape	0	1	0	0
Total:	2	1	4	2
Other				
Missing Person-Law Notified	3	1	3	4
Death	13	9	17	10
Total:	16	10	20	14
Total Incidents*	136	92	118	114

***Please note that some Special Incident Reports include multiple reportable incident types and thus, this summary reflects the total number of incident types received for the timeframe indicated.**

Incidents of Death Children		Incidents from prior months and reported in December	
Age:			
Inc. Date:			

Incidents of Death Adults		Incidents from prior months and reported in December	
Age: 49	Consumer lived in a Skilled Nursing facility. She had labored breathing and low oxygen saturation. Paramedics took her to the hospital. She tested positive for COVID-19 virus. She passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing was notified of this incident.	
Inc. Date: 11/15/20			

Other Incidents Children		Incidents from prior months and reported in December	
Age:			
Inc. Date:			

	Description	Action	Final Disposition
Other Incidents Adults		Incidents from prior months and reported in December	
Age: 22	Consumer resides in a CCF. She was being disruptive in the household. She walked out of the house, stating that she wanted to kill herself, and sat in the	CSC to follow up. Community Care Licensing, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Inc. Date: 11/29/20			

	Description	Action	Final Disposition
	middle of the street. Her psychiatrist recommended a hospital evaluation. She was discharged the next day, but became physically aggressive upon returning home. She was taken to the hospital for a psychiatric hold.		
Age: 25 Inc. Date: 11/29/20	Consumer resides in a CCF. A staff member pushed him back onto the couch when he tried to get up. He tried to get up again and was thrown to the floor and pinned down, with her knee on his back.	CSC to follow up. Community Care Licensing, Adult Protective Services, and NLACRC Community Services were notified of this incident.	
Age: 30 Inc. Date: 11/25/20	Consumer receives Independent Living services. He fell off of his bike and landed on his hand. His hand was swelling. He was taken to the ER. X-ray showed a fracture. His hand was fitted with a splint.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 32 Inc. Date: 11/30/20	Consumer receives Independent Living services. She seemed confused, in an altered consciousness, and was difficult to rouse. Nurse called 911. She was taken to the hospital, and admitted for treatment of diabetes.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 35 Inc. Date: 11/26/20	Consumer receives Supported Living services. Program Manager discovered a missed evening dose of his medication that was still in the medication box.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 36 Inc. Date: 9/15/20	Consumer resides in an ICF-DD/N. He had an appointment for an MRI due to upper extremity weakness. Doctor ordered him to go to the hospital. He was admitted with a diagnosis of Basal Ganglia Bleed.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 50 Inc. Date: 11/30/20	Consumer resides in an ICF-DD/N. He tested positive for COVID-19 virus. He had an elevated temperature, and high	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were	

	Description	Action	Final Disposition
	heart rate and blood pressure. 911 was called. Paramedics took him to the ER. He was admitted to the hospital for evaluation and treatment.	notified of this incident.	
Age: 54 Inc. Date: 11/29/20	Consumer resides in an ICF-DD/N. He had labored, shallow breathing. His oxygen saturation was low. 911 was called. Paramedics took him to the ER. He tested positive for COVID-19 virus, and was admitted to the hospital for treatment of sepsis and pneumonia.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 64 Inc. Date: 11/26/20	Consumer receives Supported Living services. A staff member took her to a family gathering for Thanksgiving. The manager informed the staff member that this was against the rules.	CSC to follow up.	
Age: 65 Inc. Date: 11/30/20	Consumer resides in a CCF. She told staff that her foot was hurting. Staff noticed the foot was swollen. She was taken to the hospital. X-rays showed fracture fragments in the foot, and she was given a boot walker to wear.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Incidents of Death Children			
Age: Inc. Date:			

	Description	Action	Final Disposition
Incidents of Death Adults			
Age: 24 Inc. Date: 12/18/20	Consumer lived with family. Mother found her unresponsive in the morning. She had passed away in her sleep due to a seizure.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Law Enforcement was notified of this incident.	
Age: 28 Inc. Date: 12/27/20	Consumer received Independent Living services. He was the passenger in a pick-up truck. The driver lost control of the vehicle, which overturned and crashed. He was not wearing a seat belt. He passed away at the scene of the crash.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing was notified of this incident.	
Age: 34 Inc. Date: 12/9/20	Consumer lived in an ICF-DD/N. He was in the hospital for treatment of COVID-19 virus. He was placed on a ventilator. He passed away due to cardiac arrest.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing was notified of this incident.	
Age: 44 Inc. Date: 12/16/20	Consumer received Independent Living services. He went to the jacuzzi in his apartment complex. He suffered a seizure and was found floating face down. He was taken to the ER, but he was determined to have no brain activity. He passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 52 Inc. Date: 12/19/20	Consumer lived in a Sub-Acute facility. She had chronic respiratory failure and was in the hospital for low blood pressure. She experienced cardiac arrest and passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 57 Inc. Date: 12/27/20	Consumer lived in a Rehabilitation center. He had tested positive for	CSC to follow up and request a copy of the death certificate. This case will	

	Description	Action	Final Disposition
	COVID-19 virus, and was put on a ventilator. His health declined, and he passed away.	be forwarded to the Mortality Review Committee for record review.	
Age: 58 Inc. Date: 12/15/20	Consumer lived in a CCF. He was found in his bed in the morning, deceased. He had been historically diagnosed with chronic respiratory failure.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing was notified of this incident.	
Age: 61 Inc. Date: 12/5/20	Consumer lived in an ICF-DD/N. His health had been declining, and he was placed on hospice. He was observed to be pale and have shallow breathing. He passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Department of Health Services and NLACRC Community Services were notified of this incident.	
Age: 62 Inc. Date: 12/23/20	Consumer lived in an ICF/DD. Her oxygen saturation was low. She was given oxygen, but was unresponsive to verbal and tactile stimuli. 911 was called. Paramedics took her to the ER. She passed away in the ER.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 67 Inc. Date: 12/13/20	Consumer lived in a Skilled Nursing facility. He tested positive for COVID-19 virus. He was transferred to the hospital due to difficulty with breathing. He passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 67 Inc. Date: 12/16/20	Consumer lived in a CCF. He was in the hospital for treatment of pneumonia, and diagnosed with lymphoma. He was transferred to the ICU due to cardiopulmonary arrest. He was put on a ventilator but did not improve. He passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing and NLACRC Community Services were notified of this incident.	
Age: 78	Consumer lived in an ICF-DD/H. She was lethargic and minimally responsive. Her	CSC to follow up and request a copy of the death certificate. This case will	

	Description	Action	Final Disposition
Inc. Date: 12/11/20	heart rate and oxygen levels were low. Nurse called 911. She was admitted to the hospital. She became febrile and passed away.	be forwarded to the Mortality Review Committee for record review. Department of Health Services was notified of this incident.	

	Description	Action	Final Disposition
Other Incidents Children			
Age: 10 months Inc. Date: 12/14/20	Consumer lives with family. During physical therapy, a modified kneeling position was done. She cried on the drive home which is unusual. Mother took her to urgent care because her leg seemed painful to touch. She was diagnosed with a probable dislocation hip sprain.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 9 Inc. Date: 12/14/20	Consumer lives in a Pediatric Sub-Acute facility. He had a high heart rate that kept climbing. 911 was called. He was taken to the hospital, and admitted for evaluation and treatment.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	

	Description	Action	Final Disposition
Other Incidents Adults			
Age: 20 Inc. Date: 12/28/20	Consumer resides in a CCF. He was driving with his mother when the car spun out on ice and struck a fence. He tried to block the airbag with his hand. He was taken to the hospital for an x-ray, and diagnosed with a broken hand. He was given a splint for the hand.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 20 Inc. Date: 12/28/20	She became angry with staff and left the home. She was later found at the sheriff's station, and was taken to the hospital for a psychiatric hold.	CSC to follow up. Community Care Licensing, Law Enforcement, and NLACRC Psychiatry Consultant were notified of this incident.	
Age: 22 Inc. Date: 12/1/20	Consumer lives with family. While he was roughhousing with his brother, his stepfather pepper sprayed him in the face.	CSC to follow up. Adult Protective Services and Law Enforcement were notified of this incident.	
Age: 22 Inc. Date: 12/24/20	Consumer resides in a CCF. He became verbally aggressive with staff. He threw objects and pushed staff. Police were called. He was taken to the hospital, and admitted for a psychiatric hold.	CSC to follow up. Community Care Licensing, Department of Health Services, Law Enforcement, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 22 Inc. Date: 12/28/20	A peer reported that she witnessed a staff member verbally threaten to hit the consumer. The peer also reported that her diaper changes took place in a common living area in the home.	CSC to follow up. Community Care Licensing and Adult Protective Services were notified of this incident.	
Age: 24 Inc. Date: 12/1/20	Consumer lives with family. He reported that his father yelled at him and punched him in the arm several times. He also made him sit outside on the staircase, and pressed his foot against his shin when he tried to get away.	CSC to follow up. Adult Protective Services and Law Enforcement were notified of this incident.	

	Description	Action	Final Disposition
Age: 26 Inc. Date: 12/1/20	Consumer lives with family. She is waiting for a medication refill to be approved by her doctor. The delay has caused her to miss doses for multiple days in a row.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 28 Inc. Date: 12/29/20	Consumer receives Independent Living services. Educator went to meet with him but he was not home. His father did not know where he was, and he had still not returned the next day. A police report was filed.	CSC to follow up. Law Enforcement was notified of this incident.	
Age: 29 Inc. Date: 12/9/20	Consumer resides in a CCF. He reported that it was uncomfortable to urinate. He was taken to the ER, and admitted to the hospital for treatment of a urinary tract infection.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 30 Inc. Date: 12/7/20	Consumer resides in a CCF. Her breathing was labored and she had a temperature. 911 was called. She was taken to the ER. She tested positive for COVID-19 virus, and was admitted to the hospital for treatment of pneumonia.	CSC to follow up. Community Care Licensing, Department of Public Health, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 30 Inc. Date: 12/9/20	Consumer resides in a CCF. He punched a resident. He continued to be aggressive and broke his bedroom window. Staff called police. He had sustained a cut on his finger. Paramedics took him to the ER. He received stitches to close the wound.	CSC to follow up. Community Care Licensing, Law Enforcement, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 32 Inc. Date: 12/2/20	Consumer resides in a CCF. He sat on the floor quickly, causing his ankle to hit the floor hard. Staff noticed the ankle was swelling. He was taken to urgent care, and diagnosed with a fracture.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 34 Inc. Date: 12/2/20	Consumer resides in an ICF/DD-N. He had shortness of breath and an elevated temperature. He was taken to the	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this	

	Description	Action	Final Disposition
	hospital, and tested positive for COVID-19 virus. He was placed on a ventilator to aid in breathing.	incident.	
Age: 34 Inc. Date: 12/3/20	Consumer resides in a CCF. He was upset after a phone conversation with his father. He walked out of the house and out of the sight of staff. Police were contacted. He was found the next day when his grandmother reported his location. Being gone overnight caused him to miss his morning medications. Ambulance was called to take him to the hospital for a psychiatric hold.	CSC to follow up. Community Care Licensing, Law Enforcement, NLACRC Community Services, Psychiatry Consultant, and Nurse Consultant were notified of this incident.	
Age: 34 Inc. Date: 12/6/20	Consumer lives with family. He requested a staff member to make soup from scratch. The request triggered a verbal tirade from the staff, then she signed out and left. The discussion was not loud but it was nonsensical.	CSC to follow up. Adult Protective Services was notified of this incident.	
Age: 34 Inc. Date: 12/16/20	Consumer resides in a CCF. He went to a doctor visit and was ordered to go to the hospital for lab work. Results showed dehydration, and he tested positive for COVID-19 virus. He was admitted for treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 34 Inc. Date: 12/29/20	Consumer resides in an ICF/DD-H. He had a prolonged seizure. Staff called 911. He was taken to the hospital, and admitted for treatment. He tested positive for COVID-19 virus.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 35 Inc. Date: 12/11/20	Consumer resides in a CCF. He had a short throat and cough. He was taken to the hospital. He tested positive for COVID-19 virus. He was admitted for treatment of pneumonia.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 36	Consumer resides in a CCF. He was under quarantine in another facility.	CSC to follow up. Community Care Licensing and NLACRC Community	

	Description	Action	Final Disposition
Inc. Date: 12/8/20	Staff wanted to bring his medication but the administrator of that facility refused and brought him back before his quarantine time was finished.	Services were notified of this incident.	
Age: 36 Inc. Date: 12/15/20	Consumer resides in a CCF. He became upset and destructive of property, and banged his head on the wall. Staff had to put him in a hold to calm his aggression. Police were called. He was taken to the hospital for a psychiatric hold.	CSC to follow up. Law Enforcement, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 36 Inc. Date: 12/28/20	Consumer resides in a CCF. He was disoriented and depressed, staying in bed all day. He was non-responsive to staff, and would not eat or drink. He was taken to the hospital for a psychiatric hold.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 38 Inc. Date: 12/16/20	He left the home in the afternoon and missed his night medications. The next day, his mother found him at a friend's house and brought him back to the home.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 39 Inc. Date: 12/27/20	Consumer resides in a CCF. While walking in her room, she suddenly passed out. Staff called 911. Paramedics took her to the ER. She tested positive for COVID-19 virus, and was admitted to the hospital for intubation.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 41 Inc. Date: 12/12/20	Consumer resides in a CCF. He was weak and had a low appetite. He was taken to the hospital. He tested positive for COVID-19 virus, and was admitted for treatment.	CSC to follow up. Community Care Licensing, Department of Public Health, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 42 Inc. Date: 12/24/20	Consumer resides in a CCF. His oxygen level was low. Staff called 911. He was taken to the hospital, and admitted for evaluation and treatment. He had tested positive for COVID-19 virus.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Age: 44 Inc. Date: 12/28/20	Consumer resides in an ICF/DD. Her oxygen level was low. She was taken to the hospital. She tested positive for COVID-19 virus. She was admitted for treatment.	CSC to follow up. Department of Health Services and NLACRC Nurse Consultant were notified of this incident.	
Age: 46 Inc. Date: 12/29/20	Consumer resides in a CCF. He was having difficulty breathing. 911 was called. He was taken to the ER. He tested positive for COVID-19 virus. He was admitted to the hospital for treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 48 Inc. Date: 12/6/20	Consumer resides in a Family Home agency. Staff gave her medications to take after breakfast, but did not watch her take them. She later told staff that she forgot to take them.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 49 Inc. Date: 12/10/20	Consumer resides in an ICF/DD. A bruise and swelling was noted on her hand. X-ray showed a fracture in the hand. She was fitted with a splint.	CSC to follow up. Department of Public Health and NLACRC Nurse Consultant were notified of this incident.	
Age: 49 Inc. Date: 12/15/20	Consumer receives Supported Living services. He reported that he had fallen onto his arm. He was taken to the ER. X-ray showed a fracture in the arm. He was given a sling, and a referral to follow up with an orthopedic doctor.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 49 Inc. Date: 12/27/20	Consumer lives with family. During a holiday visit, family noticed that he had a bump on his head and a bruise on his arm. He was anxious and did not want to return to the facility. He reported that a staff member had hit him.	CSC to follow up. NLACRC Community Services was notified of this incident.	
Age: 50 Inc. Date: 12/8/20	Consumer resides in an ICF/DD-N. He had respiratory congestion and low oxygen saturation. 911 was called. He was taken to the hospital, and admitted for treatment of pneumonia. He tested positive for COVID-19 virus.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Age: 50 Inc. Date: 12/11/20	Consumer receives Supported Living services. He had severe back pain, strained breathing and an elevated temperature. He was taken to the ER, and admitted to the hospital for treatment of pneumonia.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 50 Inc. Date: 12/14/20	Consumer receives Independent Living services. Her son reported strange behaviors. She was disoriented and reverting to the past. Her blood sugar was elevated. Paramedics took her to the hospital, and she was admitted for treatment and a psychiatric hold.	CSC to follow up. NLACRC Nurse Consultant and Psychiatry Consultant were notified of this incident.	
Age: 50 Inc. Date: 12/14/20	Consumer receives Supported Living services. She became verbally abusive and made suicidal comments. She refused medication and became physically aggressive. Staff called 911. She was taken to the hospital, and admitted for a psychiatric hold.	CSC to follow up. NLACRC Psychiatry Consultant was notified of this incident.	
Age: 51 Inc. Date: 12/26/20	Consumer resides in an ICF/DD. He had an elevated temperature and was having trouble breathing. Staff called 911. He was taken to the hospital, and admitted for evaluation and treatment. He tested positive for COVID-19 virus.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 54 Inc. Date: 12/1/20	Consumer lives in a Skilled Nursing facility. She had a high temperature and low oxygen saturation. Staff called 911. She was taken to the hospital and tested positive for COVID-19 virus. She was admitted for evaluation and treatment.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 56 Inc. Date: 12/6/20	Consumer receives Supported Living services. He fainted. Paramedics were called. He was taken to the hospital, and was admitted for treatment of a urinary tract infection.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	

	Description	Action	Final Disposition
Age: 57 Inc. Date: 12/1/20	Consumer receives Supported Living services. He was found unconscious in his home. He was taken to the hospital. Doctor determined he had a seizure. He was admitted for treatment of epilepsy and a lung infection.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 57 Inc. Date: 12/12/20	Consumer resides in a CCF. His oxygen saturation was low. Staff called 911. He was taken to the hospital, and admitted for treatment of pneumonia.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 57 Inc. Date: 12/15/20	Consumer lives with family. His blood pressure was very low. Mother called 911. He was taken to the hospital, and was admitted for treatment of pneumonia. He tested positive for COVID-19 virus.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 57 Inc. Date: 12/19/20	Consumer resides in an ICF/DD-H. He had a temperature and low oxygen saturation. Staff called 911. Paramedics took him to the hospital. He tested positive for COVID-19 virus, and was admitted for treatment.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 57 Inc. Date: 12/21/20	Consumer resides in an ICF/DD. She had low oxygen saturation. 911 was called. She was admitted to the hospital for evaluation and treatment. She tested positive for COVID-19 virus.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 57 Inc. Date: 12/22/20	Consumer resides in a CCF. She lost her balance and fell, breaking the fall with her hand. The hand was swollen and painful. She was taken for an x-ray, and diagnosed with a fracture in the hand. She was taken to the ER for treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 59 Inc. Date: 12/7/20	Consumer receives Independent Living services. She had diarrhea, vomiting, and felt weak. She was taken to the hospital, and admitted for evaluation	CSC to follow up. Department of Health Services and NLACRC Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
	and treatment.		
Age: 59 Inc. Date: 12/13/20	Consumer resides in an ICF/DD-H. He was lethargic and had slowed speech. Staff called 911. He was taken to the hospital. He tested positive for COVID-19 virus. He was admitted for treatment, including hyponatremia.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 60 Inc. Date: 12/20/20	Consumer resides in a CCF. His oxygen saturation was low and he was weak. He was taken to the ER, and tested positive for COVID-19 virus. He was admitted to the hospital ICU for treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 60 Inc. Date: 12/25/20	Consumer resides in an ICF/DD-H. He had tested positive for COVID-19 virus. A neighbor saw him on the floor and called the paramedics. He was taken to the hospital, and admitted for evaluation and treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61 Inc. Date: 12/2/20	Consumer receives Independent Living services. She reported that a former staff member had not taught her how to pay her bills, but had opened accounts for her and also taken her credit card information.	CSC to follow up.	
Age: 61 Inc. Date: 12/5/20	Consumer resides in a CCF. Staff noticed that her chin looked swollen. She was taken to urgent care. She was given antibiotics, and sent to the ER for a scan. Results showed an oral abscess. She was admitted to the hospital for treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61 Inc. Date: 12/5/20	Consumer resides in a CCF. Staff noticed brown fluid coming from his nose. He was taken to the ER. His oxygen level was low. He was admitted to the hospital for evaluation and treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61	Consumer resides in an ICF/DD-N. She was lethargic and not responding to	CSC to follow up. Department of Health Services, NLACRC Community	

	Description	Action	Final Disposition
Inc. Date: 12/11/20	verbal cues. Her oxygen saturation was low. Nurse called 911. She was taken to the ER, and admitted to the hospital for treatment of low blood pressure and low potassium.	Services and Nurse Consultant were notified of this incident.	
Age: 61 Inc. Date: 12/15/20	Consumer resides in an ICF/DD-N. Nurse was notified by home that he had tested positive for COVID-19 virus. His oxygen saturation had dropped, and he was admitted to the hospital for treatment of pneumonia.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61 Inc. Date: 12/25/20	Consumer resides in an ICF/DD-H. He had a low oxygen level. He was taken to the ER, and admitted to the hospital for treatment of pneumonia due to COVID-19 virus.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61 Inc. Date: 12/28/20	Consumer resides in an ICF/DD-H. He had tested positive for COVID-19 virus. His oxygen levels were very low. Staff called 911. Paramedics took him to the hospital. He was admitted for treatment.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 62 Inc. Date: 12/8/20	Consumer resides in an ICF/DD-N. He was moving his lower extremities constantly, and he had low oxygen saturation. He was taken to the hospital, and admitted for treatment of a urinary tract infection and seizure-like tremors.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 62 Inc. Date: 12/12/20	Consumer receives Supported Living services. He was wobbly and unsteady, and fell to the ground. Staff took him to urgent care. He was taken to the hospital, and admitted for treatment of a urinary tract infection.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 62 Inc. Date: 12/20/20	Consumer resides in a CCF. He refused to wear a mask as requested by staff so he left the home. Police were called to assist in finding him. He came back on	CSC to follow up. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	

	Description	Action	Final Disposition
	his own after being gone for several hours.		
Age: 62 Inc. Date: 12/25/20	Consumer resides in an ICF/DD-N. He had pain and swelling in his arm with limited movement. He was taken to the ER, and diagnosed with a fracture in the arm.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 63 Inc. Date: 12/1/20	Consumer resides in a CCF. She tested positive for COVID-19 virus. She felt weak and nauseous. She was taken to the hospital, and admitted for treatment.	CSC to follow up. Community Care Licensing and NLACRC Nurse Consultant were notified of this incident.	
Age: 63 Inc. Date: 12/21/20	Consumer receives Independent Living services. Her leg was red and warm to the touch. She also had low blood pressure. 911 was called. She was taken to the hospital, and admitted for treatment of cellulitis.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 63 Inc. Date: 12/21/20	Consumer resides in an ICF/DD-N. She was lethargic and had a high fever. Staff called 911. She was taken to the ER. She tested positive for COVID-19 virus, and was admitted to the hospital for treatment.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 64 Inc. Date: 12/5/20	Consumer receives Supported Living services. She tested positive for COVID-19 virus and was having shortness of breath. Staff called 911. She was taken to the hospital, and admitted for treatment.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 64 Inc. Date: 12/15/20	Consumer resides in a CCF. He was shaky and confused, and had high blood pressure and pulse rate. 911 was called. Paramedics took him to the ER. He was admitted to the hospital for treatment of pneumonia and a urinary tract infection.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Age: 64 Inc. Date: 12/27/20	Consumer resides in an ICF/DD. He had an elevated temperature and was having trouble breathing. Staff called 911. He was taken to the hospital, and admitted for evaluation and treatment. He tested positive for COVID-19 virus.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 65 Inc. Date: 12/23/20	Consumer resides in a CCF. She had a persistent cough. She was taken to the hospital, and admitted for treatment of pneumonia and a urinary tract infection.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 66 Inc. Date: 12/15/20	Consumer resides in a CCF. He had poor appetite and general weakness. 911 was called. He had tested positive for COVID-19 virus. He was taken to the hospital, and admitted for treatment of pneumonia.	CSC to follow up. Department of Public Health, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 66 Inc. Date: 12/21/20	Consumer receives Supported Living services. Staff found him on the floor, unable to get up. His blood sugar was high, and oxygen was low. Paramedics took him to the hospital. He had tested positive for COVID-19 virus. He was intubated and admitted to the ICU.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 67 Inc. Date: 12/15/20	Consumer resides in a Skilled Nursing facility. She had an elevated heart rate and temperature, and was taken to the ER. Her catheter was noted to be clamped and dirty. She was admitted to the hospital for treatment of a urinary tract infection and sepsis.	CSC to follow up. Department of Health Services, Adult Protective Services, Long Term Care Ombudsman, and NLACRC Nurse Consultant were notified of this incident.	
Age: 67 Inc. Date: 12/21/20	Consumer resides in an ICF/DD-H. Staff forgot to pass her evening medication. It was found the next day, still in the bubble pack.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 69 Inc. Date: 12/22/20	Consumer resides in an ICF/DD. He had an elevated temperature and low oxygen saturation. He was taken to the	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	

	Description	Action	Final Disposition
	ER, and admitted to the hospital for treatment of hypoxia. He tested positive for COVID-19 virus.		
Age: 70 Inc. Date: 12/6/20	Consumer resides in a CCF. She fell on the floor in her bedroom, and had pain in her leg. She was taken to urgent care. X-ray showed a fracture in the leg.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 70 Inc. Date: 12/18/20	Consumer resides in an ICF/DD-H. He was congested and had low oxygen saturation. He was taken to the hospital, and admitted for treatment of pneumonia. He tested positive for COVID-19 virus.	CSC to follow up. Department of Health Services, Department of Public Health, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 70 Inc. Date: 12/24/20	Consumer resides in a CCF. He had coughing and shortness of breath. He tested positive for COVID-19 virus. He was weak and had a slight fever. Staff called 911. Paramedics took him to the ER. He was admitted to the hospital for respiratory treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 75 Inc. Date: 12/7/20	Consumer receives Independent Living services. Her medications were delivered, but one expected medication was not in the delivery. Her nurse has to meet with her before refilling the prescription so she will not have that medication for the rest of the week.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 75 Inc. Date: 12/25/20	Consumer resides in a CCF. Her oxygen saturation was low. Staff called 911. Paramedics took her to the ER. She tested positive for COVID-19 virus, and was admitted to the hospital for treatment.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 75 Inc. Date: 12/27/20	Consumer resides in a CCF. She had tested positive for COVID-19 virus. Her oxygen level was low. Staff called 911. Her blood pressure was low, and her	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
	blood sugar was high. Paramedics took her to the hospital, and she was admitted for treatment.		
Age: 78 Inc. Date: 12/3/20	Consumer resides in an ICF/DD-H. She had elevated blood pressure and became unresponsive. 911 was called. Paramedics took her to the hospital. She was admitted with diagnosis of hypertension and altered mental state.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 81 Inc. Date: 12/25/20	Consumer resides in a Skilled Nursing facility. Her wrist was stiff and swollen, and had a small skin tear. She was taken for an x-ray, and diagnosed with a fracture in the wrist. She was fitted with an arm splint.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	
Age: 82 Inc. Date: 12/7/20	Consumer receives Supported Living services. He was coughing excessively, which caused him to throw up. Staff called 911. Paramedics took him to the ER. Chest x-ray showed an infection in his lungs. He was admitted to the hospital for treatment.	CSC to follow up. NLACRC Nurse Consultant was notified of this incident.	

North Los Angeles County Regional Center
Administrative Affairs Committee Meeting Minutes
November 24, 2020

Draft

Present: Leticia Garcia, Lillian Martinez, Ana Quiles, and Jeremy Sunderland – Committee Members
Ruth Janka, Michele Marra, Yesenia Martinez, Kim Rolfes, and Jesse Weller – Staff Members

Absent: Marianne Davis and Kevin Shields

I. Call to Order & Introductions

Ana Quiles, chair, called the meeting to order at 6:02 p.m.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Revised Agenda

M/S/C (L. Garcia/L. Martinez) To approve the agenda as presented.

B. Approval of Minutes from the October 28th Meeting

M/S/C (L. Garcia/L. Martinez; Abstention: J. Sunderland) To approve the minutes as presented/modified.

IV. Committee Business

A. FY 2020-21 Financial Report

Kim reviewed the October financial report which showed the Center's projected operations budget allocation was \$59,078,015 and the Purchase of Service (POS) budget was \$562,227,107 for a total budget of \$621,305,122. We spent \$49,646,615 in October. The Center's administrative operating expenses were 14.3% YTD, which is under the statutory 15% administrative cost cap.

- Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding to Cover NLACRC's COVID-19 Related Expenses

Kim commented that all regional centers have applied for the CARES

act, which will help pay for the Center's COVID-19 related expenditures. Copies of the FY 2019-20 and FY 2020-21 reports were reviewed with the Committee.

- FY 2019-20 COVID-19 Related Expenses
Operations expenses: \$180,860
POS expenses: \$19,024,028
- FY 2020-21 COVID-19 Related Expenses
Operations expenses: \$254,401
POS expenses: \$29,660,586

B. Quarterly PRMT Fees Report

Kim shared that the PRMT Trust is to help fund retiree healthcare costs. Kim reviewed with the committee the Fees by Quarter report for the quarter ended September 2020. The report shows how much the bank charges for trustee and investment management services. For the quarter ended September 2020, the total bank fees were \$22,377.30.

C. Quarterly CalPERS Unfunded Accrued Liability Trust (UAL) Fees Report

1. Revised Quarterly UAL Fees Report FY2020-2021

Kim shared that the CalPERS UAL Trust is to help fund the costs for the required annual lump sum payments due to CalPERS for retiree pensions. Kim reviewed with the committee the Fees by Quarter report for the quarter ended September 2020. For the quarter ended September 2020, the total bank fees were \$5,551.18.

2. Revised Quarterly UAL Fees Report FY 2019-2020

Kim reported that the Center received an invoice for the investment fees, totaling \$1,063.64 during the quarter ended June 30, 2020. For the quarter ended September 2020, the total bank fees were \$2,778.41.

D. Approval of Contracts

Kim reviewed the following contracts with the Committee:

1. Access One (HL0936-520)

M/S/C (J. Sunderland/L. Garcia; Abstentions: L. Martinez and A. Quiles) To approve the Access One contract as presented.

2. Build Rehabilitation Industries (PL1831-102)

M/S/C (J. Sunderland/L. Garcia) To move the Build Rehabilitation Industries contract to the Executive Committee for approval.

A recommendation was made to provide a service description similar to the description described for the Access One Home Care Services contract.

Action: Kim will look into providing similar information, as appropriate for future contracts that are presented to the committee.

E. Executed Contracts by NLACRC

- a. **No report:** POS Minimum Wage Increase
- b. **No report:** POS Contract Renewal(s)
- c. **No report:** Addition of New Sub-Code to Existing POS Contract
- d. **No report:** Addition of CIE & PIP Services to Existing POS Contract(s)
- e. **No report:** Provider Supplemental Rate Increases

- f. POS Contracts for Health & Safety Waiver Exemptions Approved by DDS

The Center executed seven (7) contracts related to health & safety waiver exemptions approved by DDS.

- g. POS New Contracts due to COVID-19

The Center executed eight (8) contracts for new services to support consumers due to COVID-19

- h. POS Contracts to add COVID-19 Subcode(s)

The Center executed twenty-nine (29) contracts to add a new subcode in order to track and identify COVID-19 related expenditures.

- i. Health & Safety Exemptions Approved by Executive Director under DDS Directive dated August 15, 2020

Kim reviewed the Health and Safety Waiver Exemption Requests report with the Committee. Kim shared that the Health & Safety Exemption report shows all of the Health and Safety Exemptions approved by Executive Director under the DDS Directive. The report is provided to DDS monthly.

j. AV Relocation Contracts

Kim reported that the Center executed one contract amendment, the eighth amendment, for Sheridan Group, which installed our furnishings at our new AV office.

F. Update on Antelope Valley Office Relocation

Kim announced that we have officially moved all of our equipment and furnishings to the new AV location. However, we do not have occupancy yet as it is contingent on the Fire Marshall's clearance. Currently, the Fire Marshall is inspecting the facility. Further, we still do not have internet access for staff; however, we do have a tentative internet installation scheduled with Spectrum on January 4th or 5th. North LA staff is working remotely in the interim.

G. Intermediate Care Facility (ICF) State Plan Amendment (SPA) Summary

Kim provided the committee the ICF/SPA billing summary and the ICF/SPA outstanding receivables report, dated November 19, 2020. By fiscal year, the amount of cash disbursed by NLACRC that has not been reimbursed to NLACRC by ICF service providers is:

FY 2020-21	\$2,992,794
FY 2019-20	\$379,243
FY 2018-19	<u>\$72,154</u>
	\$3,444,191

The month-to-month change has increased 4.7%.

H. Monthly Human Resource Report

Michele explained North LA's internal recruitment process in response to an inquiry. She commented that North LA's recruitment is a very fluid process and at any point in time things can change; hence, the reports provided are snapshots. Michele reported that of the 39 vacant positions, 26 are CSC and 13 are Other. Our annualized monthly turnover rate is 0.05%.

FY 2020-21 authorized positions	573
Open positions on hold	0
Open positions vacant	-39
Separations	-3
Sub-total	531
New hires	7
Positions filled	538

I. Board Member Meal Reimbursement

Kim reported that a question was raised about having the Center provide either a meal or a meal reimbursement for board members attending board or committee meetings while board members are attending these same meetings remotely (via zoom or video conferencing) Kim reported that both DDS and our CPA were contacted to obtain information about this request. Tom Huey of Windes reported that under the IRS rules, the value of a meal is excluded from reportable income if it is both furnished at the business premises and must be furnished at the convenience of the Employer and have a business reason. Under IRS rules, meals furnished before or after the work shift are not considered furnished for the convenience of the employer. Mr. Huey reported that providing a meal to board members while they are attending board/committee meetings, remotely, would be reportable income to the IRS. Further, Mr. Huey reported that cash allowances or reimbursements received are not eligible for the income exclusion. Mr. Huey reported that providing a meal or meal reimbursement to board members who are attending meetings remotely would require the Center to report the meals provided/paid to board members as taxable income to the IRS. DDS reported that providing meals to Board members during zoom meetings would be outside the scope of normal business meetings. DDS strongly discouraged NLACRC from engaging in this practice and asked NLACRC to consider the public perspective of utilizing public funds for this purpose. Given the feedback from DDS, this practice would create an audit finding, which would result in the Center being required to reimburse the State for the cost of the meals provided/paid to board members. Kim shared that given the feedback provided by the Centers CPA and DDS, that the Center would not recommend providing meals or meal reimbursement to board members attending board/committee meetings remotely.

J. Training on Contracting Process

Kim reported that a request was made to provide a training for the committee on the contract process. Kim shared that will be preparing the training materials to present to the committee in January.

K. Personnel and Administrative Services Report

1. Due to Department by December 1, 2020

Michele explained that we are required to report our personnel classifications to DDS by December 1st. NLACRC will complete this survey and submit to DDS by December 1st.

2. CalPERS Publicly Available Pay Schedules

Michele reported that during a recent discussion with CalPERS they are requiring NLACRC to revise our previous board approved salary schedules to reflect the specific ABX 2 1 temporary add-on amounts for each personnel classification). NLACRC updated all salary schedules to reflect this information and as soon as they have been board approved, they will be posted on our website.

We are requesting a motion to recommend the board to approve the revised salary schedules.

M/S/C (L. Martinez/J. Sunderland) To recommend the board approve the revised salary schedules.

V. Items for the Next Board Meeting

The committee identified the following items for their section of the January 13th board meeting agenda:

- A. Minutes of the October 28th Meeting
- B. Minutes of the November 24th Meeting
- C. FY 2020-21 Financial Report
- D. Approval of Contracts
- E. Contract Training
- F. Approval of Revised Salary Schedules

VI. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, January 27th, at 6:15 p.m. (no December mtg.)

VII. Adjournment

Ana Quiles adjourned the meeting at 7:19 p.m.

Submitted by,

Yesenia Martinez
Executive Assistant

[aamin_Nov24_2020]



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
FINANCIAL REPORT-MONTHLY RECAP
FISCAL YEAR 2020-2021
November 2020**

BUDGET CATEGORY	Actual Annual B-1 Budget	Month Exp	Y-T-D Expenditures	Projected Annual Expenditures	Projected Annual Surplus/(Deficit)	Percent Under(Over) Budget
Operations						
Salaries & Benefits	\$46,141,086	\$3,176,923	\$17,140,872	\$46,141,086	\$0	0.00%
Operating Expenses	\$12,129,116	\$248,522	\$3,827,861	\$12,129,116	\$0	0.00%
Subtotal OPS General	\$58,270,202	\$3,425,445	\$20,968,733	\$58,270,202	\$0	0.00%
Salaries & Benefits - CPP Regular	\$218,338	\$36,847	\$193,042	\$218,338	\$0	0.00%
Operating Expenses - CPP Regular	\$98,616	\$0	\$0	\$98,616	\$0	0.00%
Subtotal OPS CPP Regular	\$316,954	\$36,847	\$193,042	\$316,954	\$0	0.00%
Salaries & Benefits - DC Closure/Ongoing Workload	\$122,444	\$19,010	\$101,373	\$122,444	\$0	0.00%
Operating Expenses - DC Closure/Ongoing Workload	\$11,900	\$0	\$0	\$11,900	\$0	0.00%
Subtotal OPS DC Closure/Ongoing Workload	\$134,344	\$19,010	\$101,373	\$134,344	\$0	0.00%
Family Resource Center	\$207,187	\$0	\$0	\$207,187	\$0	0.00%
Self Determination Program Participant Supports	\$149,328	\$0	\$0	\$149,328	\$0	0.00%
Subtotal OPS Projects	\$356,515	\$0	\$0	\$356,515	\$0	0.00%
Total Operations:	\$59,078,015	\$3,481,302	\$21,263,148	\$59,078,015	\$0	0.00%
Purchase of Services						
POS (General)	\$562,396,216	\$44,464,568	\$213,004,912	\$566,295,684	(\$3,899,468)	-0.69%
CPP Regular and DC Closure/Ongoing Workload	\$194,786	-\$5,540	\$915	\$194,786	\$0	0.00%
Total Purchase of Services:	\$562,591,002	\$44,459,028	\$213,005,827	\$566,490,470	(\$3,899,468)	-0.69%
Total NLACRC Budget:	\$621,669,017	\$47,940,331	\$234,268,975	\$625,568,485	(\$3,899,468)	-0.63%

Note A: B-2 Amendment will include additional Rent Allocation, CPP-OPS Funding, and CPP-POS Funding

Note B: POS-CPP Projected Annual Expenditures will be adjusted with the POS Expenditure Projection ("PEP") report due to DDS on February 10, 2021

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
FISCAL YEAR 2020-2021
November 2020**

TOTAL BUDGET SOURCES	
Prelim from DDS for OPS	\$45,721,951
B-1 from DDS for OPS, Projects, and CRDP/CPP	\$12,858,198
B-2 from DDS for OPS, Projects, and CRDP/CPP	
B-3 from DDS for OPS, Projects, and CRDP/CPP	
Prelim from DDS for POS	\$406,650,667
B-1 from DDS for POS and POS-CRDP/CPP	\$146,600,305
B-2 from DDS for POS-CRDP/CPP	
B-3 from DDS for POS-CRDP/CPP	
Subtotal - Total Budget received from DDS	\$611,831,121
Projected Revenue	\$497,866
Subtotal - Projected Revenue Operations	\$497,866
Projected ICF/SPA Transportation/Day Program Revenue	\$9,340,030
Subtotal - Projected Revenue Purchase of Services	\$9,340,030
Total Budget	\$621,669,017

OPERATIONS BUDGET SOURCES	
GENERAL OPERATIONS (Excludes Projects, CPP Regular, CRDP/CPP)	
Preliminary, General Operations (OPS)	45,721,951
B-1, OPS Allocation	12,050,385
B-2, OPS Allocation	
B-3, OPS Allocation	
Total General OPS	57,772,336
Projected Interest Income	\$338,441
Projected Other Income	\$24,425
Projected ICF/SPA Admin Fee	\$135,000
Total Other Revenue	497,866
TOTAL GENERAL OPS	58,270,202
Preliminary, Community Resource Development Plan ("CRDP") /Community Placement Plan ("CPP")	
	\$0
B-1, OPS CRDP/CPP	\$316,954
B-2, OPS CRDP/CPP	\$0
Total CRDP/CPP Regular	\$316,954
Preliminary, Developmental Center ("DC") Closure/Ongoing Workload	
	\$0
B-1, OPS DC Closure/Ongoing Workload	\$134,344
B-2, OPS DC Closure/Ongoing Workload	\$0
Total CPP DC Closure/Ongoing Workload	\$134,344
Family Resource Center ("FRC")	\$207,187
Self Determination Program ("SDP") Participant Supports	\$149,328
Total OPS PROJECTS	\$356,515
Total Operations Budget	\$59,078,015

PURCHASE OF SERVICES (POS) BUDGET SOURCES	
General POS (Excludes CPP-POS Regular, CRDP/CPP)	
Preliminary, POS	\$406,650,667
B-1, POS Allocation	\$146,405,519
B-2, POS Allocation	\$0
B-3, POS Allocation	\$0
Total General POS Allocation	\$553,056,186
ADD:	
Projected ICF SPA Revenue	\$9,340,030
Total Budget, General POS	\$562,396,216

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
CONSOLIDATED LINE ITEM REPORT
FISCAL YEAR 2020-2021
November 2020**

	Actual Annual B-1 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Proj Annual Expenses	Projected Surplus/ (Deficit)
PURCHASE OF SERVICE						
POS (General)						
3.2 Out of Home	95,682,485	7,852,730	37,653,134	58,692,781	96,345,915	(663,430)
4.3 Day Programs	85,337,989	5,370,317	29,440,747	56,488,947	85,929,694	(591,705)
4.3 Habilitation Programs	4,659,501	169,693	1,316,646	3,375,163	4,691,809	(32,308)
5.4 Transportation	20,304,338	1,484,783	6,812,245	13,632,876	20,445,121	(140,783)
6.5 Other Services	356,411,903	29,587,045	137,782,139	221,101,006	358,883,145	(2,471,242)
Total POS (General):	562,396,216	44,464,568	213,004,912	353,290,772	566,295,684	(3,899,468)
CRDP & CPP						
CRDP & CPP Placements	194,786	(5,540)	915	193,871	194,786	0
CRDP & CPP Assessments	0	0	0	0	0	0
CRDP & CPP Start Up	0	0	0	0	0	0
Deflection CRDP & CPP	0	0	0	0	0	0
Total CRDP & CPP:	194,786	(5,540)	915	193,871	194,786	0
HCBS Compliance Funding	0	0	0	0	0	0
Total HCBS:	0	0	0	0	0	0
Total Purchase of Service:	562,591,002	44,459,028	213,005,827	353,484,643	566,490,470	(3,899,468)
OPERATIONS						
25010 Salaries/Benefits	43,366,321	2,994,368	16,187,904	27,178,417	43,366,321	0
25010 ABX2-1	3,115,547	238,412	1,247,383	1,868,164	3,115,547	0
Total Salaries/Benefits:	46,481,868	3,232,780	17,435,288	29,046,580	46,481,868	0
OPERATING EXPENSE						
30010 Equipment Rental	382,522	1,694	47,932	334,590	382,522	0
30020 Equipment Maint	88,283	6,349	34,928	53,355	88,283	0
30030 Facility Rent	4,708,470	6,939	1,834,929	2,873,541	4,708,470	0
30040 Facility.Maint. AV	72,019	1,009	35,352	36,667	72,019	0
30041 Facility Maint. SFV	135,917	1,487	40,420	95,497	135,917	0
30042 Facility Maint. SCV	53,053	1,315	6,127	46,927	53,053	0
30050 Communication	503,897	17,473	140,319	363,578	503,897	0
30060 General Office Exp	289,052	13,741	58,818	230,234	289,052	0
30070 Printing	32,814	0	11,932	20,882	32,814	0
30080 Insurance	387,990	0	376,352	11,638	387,990	0
30090 Utilities	78,159	0	39,738	38,421	78,159	0
30100 Data Processing	140,400	472	33,751	106,649	140,400	0
30110 Data Proc. Maint	213,500	0	59,981	153,519	213,500	0
30120 Interest Expense	128,297	0	7,424	120,873	128,297	0
30130 Bank Fees	171,752	2,941	42,541	129,211	171,752	0
30140 Legal Fees	748,000	18,420	87,906	660,094	748,000	0
30150 Board of Trustees Exp	101,500	4,650	4,650	96,850	101,500	0
30151 ARCA Dues	109,598	0	0	109,598	109,598	0
30160 Accounting Fees	87,531	0	0	87,531	87,531	0
30170 Equipment Purchases	1,529,461	143,966	496,815	1,032,646	1,529,461	0
30180 Contr/Consult-Adm	1,108,297	5,970	292,449	815,848	1,108,297	0
30220 Mileage/Travel	337,400	3,404	10,153	327,247	337,400	0
30240 General Expenses	690,316	18,691	138,040	552,276	690,316	0
30240 ABX2-1	141,404	0	27,305	114,099	141,404	0
Total Operating Expenses:	12,239,632	248,522	3,827,861	8,411,771	12,239,632	0
Total Operations:	58,721,500	3,481,302	21,263,148	37,458,352	58,721,500	0
Total Gross Budget :	621,312,502	47,940,331	234,268,975	390,942,995	625,211,970	(3,899,468)
OPS Projects:	356,515	0	0	356,515	356,515	0
Total Gross Budget with Projects:	621,669,017	47,940,331	234,268,975	391,299,510	625,568,485	(3,899,468)

NORTH LOS ANGELES COUNTY REGIONAL CENTER
Operations ("OPS") Project Line Item Report
FISCAL YEAR 2020-2021
November 2020

	Actual Annual B-1 Budget	EXPENDED MONTH	EXPENDED Y-T-D	BALANCE REMAINING	PROJECTED EXPENDITURES	SURPLUS/ (DEFICIT)
Family Resource Center ("FRC")	\$207,187	\$0	\$0	\$207,187	\$207,187	\$0
Self Determination Program ("SDP") Participant Support	\$149,328	\$0	\$0	\$149,328	\$149,328	\$0
TOTAL:	\$356,515	\$0	\$0	\$356,515	\$356,515	\$0

Family Resource Center: Family Resource Center provides services and support for families and infants and toddlers, under the age of three years, that have a developmental delay, disability, or condition that places them at risk of a disability. Services include, as specified in Government Code 95024(d)(2), parent-to-parent support, information dissemination, public awareness, and family-professional collaboration activities; and per Government Code 95001(a)94), family-to-family support to strengthen families' ability to participate in service planning.

Self Determination Program Participant Support: The SDP allows for regional center consumers and their families more freedom, control, and responsibility in choosing services, supports, and providers to help meet the objectives in their individual program plans. The SDP Participant Support is for regional centers, in collaboration with the local volunteer advisory committees, to assist selected participants in their transition to SDP.

Consumer Services Committee

North Los Angeles County Regional Center
Consumer Services Committee Meeting Minutes
November 18, 2020

Draft

Present: Nicholas Abrahms, Lety Garcia, Gabriela Herrera, Sharoll Jackson, Nelmonika Jones, Jennifer Koster, and Curtis Wang – Committee Members
Orli Almog – Vendor Advisory Committee Representative
Raquel Armendariz and Michelle Heid – Legislative Educators
Evan Ingber, Sara Iwahashi, Ruth Janka, Michele Marra, Yesenia Martinez, Cristina Preuss, Kim Rolfes, Jesse Weller, Jennifer Williamson, and Jazmin Zinnerman – Staff Members

Absent: Ivette Arriaga, Christina Cannarella

I. Call to Order & Introductions

Nelmonika Jones, chair, called the meeting to order at 6:03 p.m. and introductions were made.

II. Public Input

There was no public input.

III. Consent Items

A. Approval of Agenda

M/S/C (C. Wang/N. Abrahms) To approve the agenda as presented.

B. Approval of Minutes October 21st Meeting

M/S/C (N. Abrahms/G. Herrera) To approve the minutes as presented.

IV. Committee Business

A. Presentation of AB 637 Proposal: Family Home Agency Rate Model

Jesse provided a high level summary of the AB 637 Proposal. The purpose of the proposal is to seek a sustainable rate model from the Department to keep our family home agencies operating. The letter included in the packet summarizes the whole process, while the PowerPoint presentation goes into recommendations. In addition to the documentation, a public meeting was held from which we

received good feedback. A copy of the public hearing was included for your records. The proposal was submitted on November 16th, while it is not guaranteed that it will be approved, we are hoping to support future development to have more resources available for our consumers.

B. Update on VAC's Draft Older Adult Services and Supports Policy (Ages 45 and older)

Jesse reported that we received a recommendation, a proposal, for our leadership to consider regarding the special needs of our aging consumers. Specifically, the support of and the financial needs of aging consumers. For example, healthcare directives and alternative plans should a caregiver leave. The focus is on how to broach the subject with consumers and how to approach the long term planning. In order to create a comprehensive policy, we need to consider the needs of consumers and their families. Hence, we are requesting feedback from families and consumers through an online survey. Based on collected data, we will have additional aspects to consider as we put the policy together. There is more to come, once results are in.

C. Information regarding waivers beyond the 1915(i), 1915(c), Nursing Waiver and now Self Determination waiver

Ruth commented that the last time we met a question was asked of what waivers are available. She gave an overview of three waivers and one amendment.

The 1915c is a waiver that is administered by the Center for Medicare and Medicaid Services, CEMIS. It provides funding to states for individuals in institutions. They are directed to providing services in homes to avoid institutionalization. In order to qualify for waiver services like this, you have to meet the criteria of having two qualifying conditions. This waiver includes operation dollars for service coordinators. It does not provide actual costs but provides us some funds for operations.

The 1915i is not a waiver. It is a state plan amendment through which federal funds float from CEMIS to regional centers. With the 1915i, California gets reimbursement for eligible services.

The Nursing waiver is another waiver toward providing nursing to individuals who need skilled nursing or subacute care.

Ruth informed the group that no one can be on more than one waiver. However, the waiver they land on provides the most funding available. Additionally, we can go from one waiver to another, if needed. The waivers we mostly deal with are the 1915c and now Self Determination waiver.

D. Monthly Community Resource Development Plan (CRDP) Report

Jesse reported that due to COVID we are now back to seeking placement for individuals.

Copies of the report are provided in the packet.

E. Self-Determination Program Update

The center currently has 160 consumers who are eligible to participate in SDP; 15 of those consumers are fully active in the program and 8 are almost fully transitioned.

NLACRC held an SDP Resource Fair on November 1st and it was well attended with great representation.

North LA and other regional centers are developing a Request for Proposal for 1:1 SDP Coaching.

NLACRC's Self Determination Local Advisory Committee has an opening, please be on the lookout. The next SDP Local Advisory meeting is November 19th.

We are happy to report that Debbie Rombeau has been promoted to the newly created SDP Specialist position.

F. Presentation of Transportation Assessment Tool

Jesse shared that due to COVID contracted transportation has been challenging. Please know that we have created an internal decision tree to help us make decisions. In addition, we have a strong transportation workgroup supporting us. Kim Rolfes and her team have been leading the efforts to provide effective services.

Please know transportation has been doing meaningful things, such as delivering EPG/PPE and Medicare booklets. These contactless deliveries to residential service providers are to help mitigate the staffing shortages they are facing. While this is not long term, it is currently helping meet the needs of consumers.

- G. Online Story from Spectrum News featuring a BCBA from TASC
<https://spectrumnews1.com/ca/la-west/human-interest/2020/10/28/mother-distances-herself-from-family-to-keep-working>

Kim shared that one of the direct care workers from a service provider, TASC, was featured on Spectrum News and encouraged the committee members to watch the video. The story focused on staff person's commitment, dedication, and sacrifices to continue services to consumers during the pandemic.

- H. Board Audit: Review the center's mission, vision, and values statement to determine if the center is providing adequate guidance in establishing consumer services policy.

Ruth shared that Mission, Vision, and Values statement are the guiding policies for our policy development and that they are aligned with the Lanterman Act.

Jesse shared that when we look at our service standards/policies, they start with a values statement. It embodies the spirit of what we do every day. He read the Mission, Vision, and Values statement to the committee and let them know that changes to it come through the Consumer Services Committee.

Ruth shared that the reason it is important to review our Mission, Vision and Values statement is to ensure that we all agree that that is still our mission and our values. In addition, it ensures that the decisions this committee makes are aligned with those values.

V. Chief of Program Services Report (Jesse Weller)

- A. Staffing Update

Jazmin Zinnerman was announced as the new Consumer Services Director for SFV.

- B. Group Meetings/Events

1. Allianza de Hombres (Men's Group): Continues to meet monthly.
2. Cafecito Entre Nos (Coffee Among Us): Continues monthly.
3. Black and African-American Family Focus Support Group: Meets the first Monday of each month.
4. Modern Support Services: Armenian Support Group and Spanish-speaking support group; they meet every 2nd and 4th Tuesday at 6:30 p.m.
5. Supported living services orientation: Continues to meet monthly.

C. NLACRC's Disparity Committee

Jesse reported that the committee held the Festival Educacional, an all-day training for Spanish-speaking families. It was the first virtual event and received positive feedback from the community. The Disparity Committee continues to work on minimizing the technology/digital divide between families. In addition, he announced that the State Council mentioned that they wanted to make people aware of the independent facilitator training they are hosting.

D. Consumer Services

Jesse reported that we have a daily placement review that looks at placement of people going to residential services or to a long term stay with family member. This is to ensure the health and safety of all upon return to their home. In addition, there is a process in place to review and address visitation plans due to the increase in requests for the holidays. We have a well-defined plan in place that includes the many steps to keep our community safe.

We are implementing a specialized caseload ratio of 1:25, which is one service coordinator per 25 consumers. There are very specific criteria that must be met to qualify for more individualized attention. We are currently looking for individuals who meet the criteria for this specialized care. The recruiting has begun for the positions created for this specialized caseload. We are starting with three positions that will be housed in our CPP, our Forensic Unit.

Action: For the next committee meeting, add an agenda item to review the Consumer Services Committee's Priorities and discuss additional ideas from committee members.

VI. Board Meeting Agenda Items

The committee identified the following items for their section of the January 13th

board meeting:

A. Minutes of the November 18th Meeting

VII. Announcements / Information Items / Public Input

A. Next Meeting: Wednesday, January 20th, at 6:00 p.m.

VIII. Adjournment

Nelmonika adjourned the meeting at 7:18 p.m.

Submitted by:

Yesenia Martinez
Executive Assistant

[csmin.nov18.2020]



North Los Angeles County Regional Center
Executive Committee Meeting Minutes
November 24, 2020

Draft

Present: Leticia Garcia, Angelina Martinez, Lillian Martinez, Ana Quiles, and Jeremy Sunderland – Committee Members

Ruth Janka, Michele Marra, Yesenia Martinez, Kim Rolfes, and Jesse Weller – Staff Members

Absent: Marianne Davis

I. Call to Order

Lety Garcia, president, called the meeting to order at 7:20 p.m.

II. Public Input

Ana shared that she has received feedback from potential board applicants that one of the main barriers to applying for board membership is the board meeting location. She would like to discuss the meeting location and the potential for virtual attendance further.

Ruth informed the board that the current bylaws do not state the meeting location. However, the bylaws do state that board meetings must be in-person. Hence, in order to make a change to allow board meetings to continue to be allowed to take place virtually, we would need to amend the bylaws.

III. Consent Items

A. Approval of Revised Agenda

Added items:

IV.K. Recommendations to the Nominating Committee for Board Recruitment

IV.L. Critical Calendars for Strategic Planning and Executive Committee

IV.M. SDP Report Out

M/S/C (L. Martinez/J. Sunderland) To approve the revised agenda as modified.

B. Approval of Minutes from the October 28th Meeting – *deferred*

The minutes of the October 28th meeting will be presented for approval at the January board meeting.

IV. Committee Business

A. FY 2020-21 Board Budget vs Expenditures

Kim reported that the Center has not incurred any board expenditures during FY2020-2021. She provided a friendly reminder to board members requesting them to submit respite forms for reimbursement. It was reported that the respite reimbursement form was emailed to all board members by Yesenia.

B. NLACRC Personal Protective Equipment (PPE) Press Release Update

Kim reported that the press release regarding our PPE distribution was finalized and sent out via our News You Can Use email newsletter in English and Spanish. The press release informed our community and acknowledged the hard work, coordination and partnership between the Center's staff, service providers, DDS, and other community partners in regards to the distribution of PPE to consumers and their families, and service providers during COVID-19. We are hoping the press release is picked up by other publications.

C. Strategic Plan

1. Proposal to update strategy/tactics – Lety Garcia
2. Proposal to incorporate SMART Goals (specific, measurable, achievable, results-based, time bound) – Ana Quiles

Board members shared their observations of the current state of the organization's Strategic Plan. The observations are that it does not include SMART goals and the goals included seem to be more like recommendations. Additionally, it was observed that the Strategic Plan's 3-year and 5-year goals are not aligned, which may appear as lacking transparency, which is an integral part of our mission.

Kim informed the committee that the Strategic Plan is meant to be a living document. She commented that some of the differences in the goals may be due to the Center's need to change direction and address organizational business needs related to the COVID-19 situation.

Action: Add a review of the Strategic Plan to the next Strategic Planning Committee meeting and to the Board meeting in February.

Action: Ruth will work with the committee on establishing goals and then with staff to determine what metrics we have and what metrics we can create to quantify progress toward goal achievement.

D. Creation of Diversity and Inclusion Policy – Lety Garcia

The committee discussed the lack of a diversity and inclusion policy. Ruth informed the committee that DDS has added a diversity provision to find out what is causing disparity in the access to services and how to seek a resolution to those. However, it does not request that regional centers have a policy in place. It would be up to this committee to decide if we should move forward with policy development.

North LA is currently working on bringing in a diversity and inclusion consultant to help with training the board and staff. We are hoping to have them onboard in the spring; the timeline depends upon when a consultant is selected. We anticipate that the process for establishing a policy may take from 3 – 4 months from the time of engagement.

In the meantime, we will assess the framework and timeline for policy development internally. This can potentially be supported by the diversity and inclusion consultant, as they may have an existing framework that they can provide to assist our internal policy development staff.

Action: Add diversity and inclusion consultant coming onboard for training and development of diversity and inclusion board policy to the January Board meeting.

E. Performance Contracts 2019 and 2020 – Lety Garcia

Lety shared that she attended the Performance Contract public hearing and that she appreciated the amount of data that was reported. This led her to notice that the same amount of data is not present in the 2020 contract. Ruth informed the committee that the contract is based on a calendar year and is tabulated by the Department on an annual basis. The public hearing is held in February to report how the Center performed in the previous calendar year (2019). Hence, we do not have the detailed data for Year 2020 because the calendar year is not over yet. The committee requested additional clarification regarding the data reported in the 2019 Performance Contract because the data represented Fiscal Year information, rather than Calendar Year information. In addition, the committee

requested information regarding how the data will be reported in the current and future contracts (2020 and 2021).

Action: Michele and Sara will review the data reported in the Year 2019 Performance Contract and provide additional information on how data will be reported in the current (2020) and next year (2021) performance contract.

F. Board Member Introductions – Lety Garcia

Lety introduced the idea of adding an introduction section to the board meeting where all board members can share what brought them to the board. She also encouraged staff to participate in the activity. Additionally, the committee discussed the idea of putting together a soundtrack of each members' favorite songs as a way of getting to know each other.

Action: Add board member introductions and playlist to the board meeting in January.

G. Board Meeting Format (10 Minute Break)/Committee Meeting Schedule (July) – Ruth Janka

The committee discussed revising the board meeting format to include a short break. It was decided to add a 5-minute break after the Executive Director's Report section of the meeting. Additionally, at the request of a board member, the committee discussed the idea of not having committee meetings in July since the board is "dark" (no board meeting held) during that month. The group decided to not change the July committee meetings as they feel there is enough notice given prior to the meetings that all board members should be able to plan accordingly.

H. Board and Committee Meeting Time Report – Ana Quiles

The committee discussed and agreed to recommend to the board to add a board and committee time report to the board meeting packets. This will help board members fill out respite forms and give potential board applicants a realistic view of the time commitment of board membership.

M/S/C (L. Martinez/A. Quiles) To recommend to the board to amend board meeting documents to add a board and committee time report.

I. Approval of Board Member Conflict of Interest Resolution Plans

Michele informed the committee that the following COI Resolution Plans were approved by DDS.

1. Christina Cannarella
2. Lillian Martinez

She commented that we are still waiting for the status of Ana Quiles' COI Resolution Plan, which is not a negative indication; her COI Resolution Plan was simply submitted later in the year than the rest of the board members who had a COI that required a resolution plan.

J. Finalize Agenda for January 13th Board Meeting

The committee finalized the agenda for the January 13th board meeting.

K. Recommendations to the Nominating Committee for Board Recruitment

The committee discussed the number of open positions and the needs of the board. Currently, the board has 6 open positions and is suggesting to fill two or three. Ruth informed the committee that the board currently meets the statutory composition requirements; however, regarding geographic representation we would like seek out board members in Santa Clarita and Antelope valleys. In addition, we would like to look into adding Early Start representation to the board as we do not currently have parents from this program. The committee decided to recommend to the Nominating Committee to fill three positions with the option to fill more, should there be a qualified candidate.

The topic of meeting location was resumed. The committee discussed the possibility of alternating meeting locations and/or amending the bylaws to allow virtual attendance by board members. It will be brought to the board for discussion.

Action: Add discussion of board meeting location alternating between SFV, AV, and SCV to the January Board meeting.

L. Critical Calendars for Strategic Planning and Executive Committee

The committee discussed the need to have Critical Calendars for all board committees. Currently, there are no Critical Calendars for Strategic Planning Committee and Executive Committee.

Action: Ruth will work with Yesenia on creating critical calendars for Strategic Planning and Executive Committee.

M. SDP Report Out

The committee discussed Christina's concern over the lack of SDP updates during board meetings. Ruth informed the committee that the report Christina mentioned would be more appropriately discussed at the Consumer Services Committee meeting, at which there is a board representative present who can bring back a short summary to the board.

Action: Jesse will discuss with Christina and then bring an update back to this Committee.

Action: Ruth will look into coordinating the provision of a 30-minute overview of Self Determination program.

V. **Center Operations**

A. Legislative Forecast

The Legislative Analyst's Office has forecasted a \$26 million windfall with which the Department of Finance largely agrees; if this is accurate, the regional center system may not face a severe deficit in fiscal year 21-22 as previously expected.

B. COVID-19

The cases continue to increase in our state. Currently, there are 1.1 million positive cases and just under 19,000 deaths in California; the hospitalizations have almost doubled since the last report to this committee. In Los Angeles County, our positivity rate is 6.6%, hospitalization just under 1,600 and again that is a number that almost doubled. We are still in Tier 1 and the local county public health has amended the guidance to require masks anytime you are outside of your home unless you are in an office with closed doors or actively eating.

Regional centers statewide report 3,600 positive cases and 179 deaths. At North LA, we have 295 positive cases; 196 currently positive; 72 individuals recovered;

67 individuals who are currently hospitalized; and 22 deaths. Our offices continue to be closed to the public. We are encouraging staff to work remotely as much as possible.

The Department has launched the self-advocate family member survey. The survey is to ask families about the impact COVID-19 has had on them. North LA is also helping to publicize it. It will be included on the mass mailing recruitment postcard that will be going out soon.

C. SDP Self-Determination Program (SDP)

There have been some challenges with SDP, in terms of implementation. Across the state, we are convening internally and with other centers to discuss the implementation barriers and successes; we are also seeking support from the Department. We are working together with the goal of making program implementation less complicated.

VI. Board Meeting Agenda Items

The following items were identified for the Executive Committee's section of the January 13th board meeting agenda:

- A. Minutes of the October 28th Meeting
- B. Minutes of the November 24th Meeting
- C. Action Item: Approval to Develop Diversity and Inclusion Policy
- D. Action Item: Amend the board meeting documents to include the board and committee meeting time report
- E. Diversity and Inclusion Consultant Update
- F. Board Meeting Format (5-Minute Break) Update
- G. Discussion of Board Meeting Location
- H. Board and Staff Introductions and Playlist

VII. Announcements / Information Items

- A. Next Meeting: Wednesday, January 27th, at 7:15 p.m.

VIII. Adjournment

Lety adjourned the meeting at 9:35 p.m.

Submitted by,

Yesenia Martinez
Executive Assistant

[ecmin_nov24_2020]





North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 | www.nlacrc.org

December 21, 2020

Dr. Barbara Ferrer
Los Angeles County Department of Public Health
313 N. Figueroa Street, Room 806
Los Angeles, CA 90012

Re: Vaccine Prioritization for People with Developmental Disabilities

Dear Dr. Ferrer,

North Los Angeles County Regional Center (“NLACRC”) is a non-profit community-based agency funded and overseen by the California State Department of Developmental Services (DDS). We are one of 21 centers in a statewide system created to support people with developmental disabilities in receiving services and supports within their communities. NLACRC serves over 28,000 clients, covering the San Fernando, Santa Clarita and Antelope valleys, all within Los Angeles County.

Individuals with developmental disabilities experience health inequities and are at greater risk for poorer outcomes from COVID-19. By definition, they are considered high risk. We have observed a heightened risk of death for our client population as well.

Area (date of data)	# of cases	# of deaths	%
State of California (12/15/20) ¹	1,617,370	21,188	1.31
All 21 regional centers in CA (12/08/20) ²	4,953	208	4.20
NLACRC (12/15/20) ³	435	23	5.28

In Los Angeles county, NLACRC supports 28,000 children and adults. These individuals live with their families as well as congregate settings such as community care facilities, intermediate care facilities, and skilled nursing facilities. It is noted that congregate setting pose a high risk for further spread of COVID-19.

We were heartened to see family members and service provider staff included in Tier 1A at the state level, thank you! We also urge the inclusion of regional center staff whose work requires they enter congregate settings and directly meet with residents and staff (“Quality Assurance” staff) in Tier 1A as health care workers. Lastly, the Tier 1B category should include individuals with developmental disabilities as this tier allows the inclusion of or those eligible for a Home and Community Based Waiver or HCBS State Plan Amendment program; regional center consumers are such individuals. Should you have any questions about this request, please reach out to me directly at rjanka@nlacrc.org.

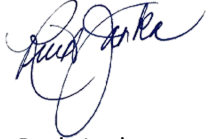
¹ <https://www.cdph.ca.gov/Programs/OPA/Pages/New-Release-2020.aspx>

² <https://www.dds.ca.gov/corona-virus-information-and-resources/data/>

³ <https://www.dds.ca.gov/corona-virus-information-and-resources/data/>

Additionally, I have enclosed a position letter from the Association of Regional Center Agencies (ARCA) regarding vaccines for Californians with developmental disabilities.

Regards,

A handwritten signature in black ink, appearing to read "Ruth Janka". The signature is fluid and cursive, with the first name "Ruth" written in a larger, more prominent script than the last name "Janka".

Ruth Janka
Executive Director

Enclosure: ARCA Letter

November 29, 2020

Dr. Nadine Burke Harris, Chair, Community Vaccine Advisory Committee
Dr. Oliver Brooks, Co-Chair, COVID-19 Vaccine Drafting Guidelines Workgroup
Dr. Robert Schechter, Co-Chair, COVID-19 Vaccine Drafting Guidelines Workgroup

RE: COVID-19 Vaccine Prioritization And Californians With Developmental Disabilities

Honorable Drs. Burke Harris, Brooks, and Schechter:

The Association of Regional Center Agencies (ARCA) represents the network of 21 community-based non-profit regional centers that coordinate services for, and advocate on behalf of, well over 350,000 Californians with developmental disabilities.

We urge the inclusion of people with developmental disabilities, as well as direct support professionals (DSPs) and families in the priority list of those who will first access a COVID-19 vaccine.

COVID-19 has profoundly impacted life for Californians. People with developmental disabilities are particularly vulnerable to its impacts. Additionally, the DSPs who make integrated community life possible are **one of the most important** elements of ensuring daily life can continue. Similarly, for the many people with developmental disabilities who live at home, particularly those with aging caregivers, their parents are often in high-risk groups.

ARCA urges the Department of Public Health to prioritize people with developmental disabilities in accessing COVID-19 vaccines. We are fortunate to have had a robust, collaborative response by regional centers, service providers, and families in adapting to this temporary “new normal.” Because of this diligence, those served by regional centers are reporting lower morbidity and mortality rates than congregate settings that support many other vulnerable populations.

As of November 13, 2020, the California Department of Developmental Disabilities (DDS) reported⁴ 179 deaths of the 3,600 COVID-19 confirmed positive cases, which compares favorably to the statistics from Skilled Nursing Facilities (SNFs) and assisted living facilities. Those facilities have recently reported 6,364 deaths amongst the 67,551 confirmed positive COVID-19 cases,⁵ which makes up 34% of the state total. In short, California’s system of services and supports for people with developmental disabilities that keeps them out of institutional settings keeps them safer and healthier.

⁴ https://www.dds.ca.gov/wp-content/uploads/2020/11/DDS_COVID-19_demographics-and-residence_10302020.pdf

⁵ <https://www.latimes.com/projects/california-coronavirus-cases-tracking-outbreak/nursing-homes/>

However, this success is not a reason to overlook our community. The following findings highlight that COVID-19 patients with developmental disabilities are far more likely than developmentally typical individuals to die from it:

- A recent journal article noted that “people with IDD had higher prevalence of specific comorbidities associated with poorer COVID-19 outcomes.”⁶
- The death rate among all patients with COVID-19 is 0.6%, but for people with developmental disorders the percentage is 1.22%, and for those with intellectual disabilities the reported percentage is 3.37%.⁷
- Researchers concluded that for every 100,000 confirmed COVID-19 cases in people with developmental disabilities there would be in estimated 4,500 deaths.⁸ Comparatively, the findings suggest approximately 2,700 out of 100,000 people without developmental disabilities within the same age range would expire from complications associated with COVID-19.

Because of this, those with developmental disabilities and those who support them should be among those prioritized for vaccination. This priority should also be extended to two other groups, DSPs and family members who live with and support people with developmental disabilities. First, DSPs provide constant support, including communication, mobility, personal hygiene, and other elements of self-care. Their close and extended proximity to those they serve means they are at exceptional risk of being infected by, or transmitting, COVID-19. We cannot overstate the need to ensure DSPs can be an ongoing part of the lives of those they support.

Second are the family members people with developmental disabilities live with. Like DSPs, families provide critical daily support to people served by the regional centers. As of September 2020, nearly 80% of people with developmental disabilities lived in the home of a parent/guardian⁹. For these individuals, family members are critical support workers. Their health and safety must also be prioritized. Additionally, by virtue of age, many parents of adults with developmental disabilities are often in one or more high-risk groups. Any illness – let alone mortality – would be both tragic and unspeakably disruptive. They, too, must be early candidates for any vaccine.

We thank you for considering the health and safety of people with developmental disabilities, the committed professionals who serve them, and the families that are integral parts of their lives. If you have any questions regarding our position, please do not hesitate to contact Daniel Savino in our office at dsavino@arcenet.org or (916) 446-7961.

Sincerely,

/s/Amy Westling
Executive Director

Cc: Nancy Bargmann, Director, Department of Developmental Services
Dr. Mark Ghaly, Secretary, Health and Human Services Agency

⁶ <https://www.sciencedirect.com/science/article/abs/pii/S1936657420300674?via%3Dihub>

⁷ <https://s3.amazonaws.com/media2.fairhealth.org/whitepaper/asset/Risk%20Factors%20for%20COVID-19%20Mortality%20among%20Privately%20Insured%20Patients%20-%20A%20Claims%20Data%20Analysis%20-%20A%20FAIR%20Health%20White%20Paper.pdf>

⁸ <https://www.upstate.edu/hloa/2020/060520-turk-landes-interview.php>

⁹ <https://www.dds.ca.gov/transparency/facts-stats/quarterly-client-characteristics-reports/>

North Los Angeles County Regional Center
Government & Community Relations Committee Meeting Minutes
November 18, 2020

Draft

Present: Nicholas Abrahms, Christina Cannarella, Gabriela Herrera, Sharoll Jackson, Nelmonika Jones, Jennifer Koster, Jeremy Sunderland, and Curtis Wang – Committee Members
Lety Garcia – Board Member
Orli Almog – Vendor Advisory Committee Representative
Raquel Armendariz and Michelle Heid – Legislative Educators
Evan Ingber, Sara Iwahashi, Ruth Janka, Michele Marra, Yesenia Martinez, Kim Rolfes, Jesse Weller, Jennifer Williamson, and Jazmin Zinnerman – Staff Members

Absent: Ivette Arriaga

I. Call to Order & Introductions

Jeremy Sunderland, chair, called the meeting to order at 7:23 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

Added Items:

IV.A.1. Update on Legucator Contract

IV.G. Information to Increase Accessible Housing.

M/S/C (C. Wang/J. Koster) To approve the agenda as modified.

B. Approval of Minutes from the October 21st Meeting

M/S/C (S. Jackson/G. Herrera) To approve the minutes as presented.

IV. Committee Business

A. Legislative Educators Report

Raquel and Michelle provided copies of their 6-page report and reviewed it with the committee members.

1. Update on Legucator Contract

Michele shared that North LA is currently working on the parameters of the new Legucator contract. In the meantime, we have extended the current contract until November 30th. This date should allow us enough time to finalize the new contract before the board goes dark in December. We are currently working closely with Kim to finalize the details of the agreement. We will notify the board if an Executive Committee meeting is needed to approve the contract during the time the board is dark.

B. Voter Education Training

Michele reminded the board that we decided to cancel our Candidate Forum due to the inability to secure candidate participation and to replace it with the Voter Education Training webinar. As a result, we scheduled two voter events; one in English and one in Spanish. She thanked everyone that was involved and went on to inform the committee that only three people attended the event. The reason for the low turnout is unknown at this time. Whatever the cause, NLACRC has provided a significant amount of voter information and resources. On another note, it gave our board members an opportunity to engage with our community and participate in legislative engagement.

C. Festival Educacional Update

Sara reported that when Dr. Weller gave a report on the Festival at the previous meeting, it was recommended that North LA offer English translation for non-Spanish speaking individuals. The suggestion was incorporated into the event and was successful after some minor technical difficulties. Four presentations were provided during the festival and although we started out with 40 attendees this quickly grew to 67 by the last

presentation. She went on to let the group know that when taking into consideration previous live events that brought in 150 people with their families, 67 is not a bad turnout. Further, at the conclusion of the event, we set up a page for resources that is available on our website.

D. COVID-19 Website Change

Sara informed the committee that North LA has had a COVID-19 Resources page for consumers and families. The page was originally set up as one page divided by different topics/resources from the different organizations (i.e. NLACRC, DDS, WHO, etc.). Recently, we received feedback from one of our community partners on the Disparity Committee that the page was difficult to use. They suggested that we set up separate pages for each of the resources. After some consideration, we decided to incorporate the suggestion into our reorganization of the resources page. Upon completion of the restructuring, we shared it with our Consumer Advisory Committee and the Self-Advocacy group for feedback because we believe it is important to get feedback from our consumers. It turned out that both groups preferred the resources page the way it was originally. In the end, we met in the middle with one page that has the links to the different resources at the very top.

E. Social Media Update

1. Facebook Analytics (English & Spanish) Reports

Sara provided the committee with reports from October for the Center's English and Spanish Facebook pages.

F. Board Audit: Are the methods identified in the center's training and information plan in line with the center's mission, vision, and values statement?

Michele assured the group that, as we develop our plan, we make sure we embody the mission, vision, and values statement. Sara shared that the Public Information unit works closely with other departments in order to share

comprehensive information, to include brochures, resources and a family guide is in development and is coming soon. In addition, in order to expand the sharing of information, we hold program meetings, town halls, and public hearings. Further, we share events from other organizations via email, our website and social media. We continue to seek additional ways to share our mission, vision and values with transparency.

Evan confirmed that the method identified in the NLACRC training plan is aligned with the mission, vision and values statement. He continued to share that we have a robust program for new hires and for ongoing training. In addition, we are committed to providing instruction to our community. Our clients' rights are advocated throughout staff and community; it is a centerpiece as we develop training.

G. Information to Increase Accessible Housing

Michele informed the committee that the Executive Committee convened on November 16th and voted to support a State Council petition to increase accessible housing. She continued that the support of this petition is in line with the objectives of our mission, vision and values statement.

V. Board Meeting Agenda Items

The following items were identified for the committee's section of the November 12th board meeting:

- A. Minutes of the November 18th Meeting
- B. Legislative Educators Report

VI. Announcements / Information / Public Input

- A. Next Meeting: Wednesday, January 20th, at 7:00 p.m.

VII. Adjournment

Jeremy adjourned the meeting at 8:28 p.m.

Submitted by:

Yesenia Martinez
Executive Assistant

[gcrmin_nov18_2020]



Strategic Planning Committee

North Los Angeles County Regional Center
Strategic Planning Committee Meeting Minutes
November 2, 2020

Draft

Present: Erica Beall, John Brauer, Adam Breall, Marianne Davis, Lety Garcia, Sara Iwahashi, Ruth Janka, Ellen Jannol, Michele Marra, Angelina Martinez, Lillian Martinez, Evelyn McOmie, Kim Rolfes, and Nick Vukotic – Committee Members
Christina Cannarella and Ana Quiles – Board Members
Yesenia Martinez and Jennifer Williamson – Staff Members

Absent: Caroline Mitchell and Jesse Weller

I. Call to Order & Introductions

Marianne Davis, chair, called the meeting to order at 6:01 p.m. Introductions were made.

II. Public Input

Ana Quiles shared that she would like to know more about the strategic planning process. Specifically, she would like to see more in the areas of advice and direction, while looking at performance.

Ruth informed the group that the Strategic Planning Committee, early on, focused on paid internship resource development and that the board approved the outcome for the plan. Moreover, the strategic plan includes management's goals that support the various objectives of the organization.

Kim shared that the original five-year strategic plan was reviewed and discussed at the board retreat in May 2018. She also shared that any proposed changes, revisions or updates to the strategic plan should be made through the Executive Committee.

Christina Cannarella shared that she noticed that the Strategic Planning meeting was not shown on the NLACRC's calendar webpage.

Action: Yesenia will follow up to make sure that future SPC meetings dates are posted on the website calendar. (This was completed.)

III. Consent Items

A. Approval of Agenda

M/S/C (R. Janka/A. Martinez) To approve the agenda as presented.

B. Approval of Minutes of the August 3rd Meeting

M/S/C (A. Breall/A. Martinez) To approve the minutes as presented.

IV. Committee Business

A. 1st Quarter Report on CIE and PIP Activities

The report, ending September 30, 2020, reflected the following information:

1. Competitive Integrated Employment (CIE)

- a. 4 consumers were approved for the program.
- b. No additional service providers approved for the program.
- c. 3 incentive payments were made.

CIE incentive funds are paid to service providers after 30 days, 6 months, and 12 months of continuous employment of a consumer.

2. Paid Internship Program (PIP)

- a. 31 consumers approved for the program.
- b. No service providers were approved for the program.
- c. 10 payments were made.

PIP incentive payments reimburse service providers or employers up to \$10,400 per year of wages and benefits for each consumer placed in an internship.

B. 1st Quarter Report on Program Closures

Copies of the report were provided, which shows data from the current fiscal year and the last two previous fiscal years:

Fiscal Year	Program Closures	Consumers Impacted
2020-21	2	12
2019-20	12	52

2018-19	49	76
Total:	63	140

C. 1st Quarter Report on New Vendorizations

Copies of the report were provided. The center had a total of 72 new vendorizations during the first quarter of this fiscal year.

D. Health and Safety Waiver Exemption Submissions

For those service providers who are facing hardships due to COVID-19, they can submit a health and safety waiver to the Center as provided under the DDS Directives dated March 12, 2020 and March 18, 2020. The DDS Directives delegates the regional center Executive Director the authority to grant rate adjustments for residential services and/or supplemental services in residential settings to protect a consumer’s health or safety as result of the outbreak of COVID-19. During the first quarter of this fiscal year, 40 health and safety waivers were approved by the Center’s executive director. The same report is also submitted to DDS on a monthly basis.

E. HCBS Final Rule Compliance Information-NLACRC as of Sept. 1, 2020

Evelyn shared some background on the HCBS Final Rule Compliance. She let the Committee know that during fiscal year 2014-2015, new federal rules were released by the Centers for Medicare & Medicaid Services (CMS) requiring residential facilities and day programs to meet new criteria (the “Final Rule”). The Final Rule requires service providers to offer people a choice of non-disability-specific settings and expanding the options available to individuals with developmental disabilities. The purpose of the HCBS settings rule is to ensure that people receiving services through HCBS waiver programs have access to the benefits of community living and are able to receive services in the most integrated setting. Annually, DDS has provided one-time funding to assist service providers in complying with the Final Rule, including requesting funds for training and additional staff. The HCBS Final Rule compliance date for California was March 2022; however, the Federal government and the State of California extended it to March 2023. Under the California Statewide Transition Plan there are three (3) steps the State will take to be in alignment with the HCBS Final Rule: (1) evaluation of current services through a self-assessment; (2) a review and sample of on-site assessments to validate the results of the self-assessment, input from individuals receiving and services; and (3) the completion

of transition plans for services that are not in alignment with the Final Rule.

Evelyn reported that recently, the Department conducted a statewide service provider survey to determine service provider compliance with the Final Rule. This was step one in the State's three-step compliance plan. A copy of the HCBS Final Rule Compliance Information for NLACRC service providers as of September 1, 2020 report was provided to the Committee. A total of 319 surveys out of 416 surveys were completed and submitted by NLACRC providers. It is anticipated that the Department will be conducting its review and sample of assessments, step 2 of the State's compliance plan, starting sometime in either November 2020 or December 2020. Once the Center has more information from DDS regarding the status of their assessments, an update will be provided to the committee. Additionally, the HCBS Final Rule Compliance Information report as of September 1, 2020, is posted on NLACRC's website as required by statute.

F. Performance Contract Update

Sara reported on the success of the public hearings that were held to present the draft Performance Contract to the community. Moreover, she let the group know that North LA, for the first time, offered a Survey Monkey survey to collect feedback from hearing participants. In all, 6 surveys were completed; 4 in English and 2 in Spanish. Of the survey responses, three wrote comments, which touched on parent improved oversight and quality assurance, greater accountability, and community member communication. Any and all comments made at the public meetings and public meeting outcomes are submitted to DDS along with the draft contract. The next step in the process is the draft approval by the board at the November 12th board meeting. Once it is approved by the board, the draft will be sent to DDS by Dec 1st.

V. Board Meeting Agenda Items

The following items were identified for the committee's section of the next board meeting:

- A. Minutes of the November 2nd Meeting
- B. 1st Quarter Community Integrated Employment/Paid Internship Program (CIE/PIP) Report
- C. 1st Quarter Program Closures Report
- D. 1st Quarter New Vendorizations Report

- E. 1st Quarter Health and Safety Waiver Exemptions Report
- F. Approval of 2021 Performance-Based Contract

VI. Announcements / Information / Public Input

- A. Next Meeting: Monday, February 1st, at 6:00 p.m.

VII. Adjournment

Marianne adjourned the meeting at 6:58 p.m.

Submitted by,

Yesenia Martinez
Executive Assistant

[spcmin.Nov 2.2020]



Vendor Advisory Committee

North Los Angeles County Regional Center
Vendor Advisory Committee Meeting Minutes
November 5, 2020

Draft

Present: Orli Almog, Erica Beall, Suad Bisogno, Catherine Carpenter, Cal Enriquez, Bob Erio, Kenny Ha, Sharoll Jackson, Dana Kalek, Alex Kopilevich, Ken Lane, Don Lucas, Sonia Ojeda, Daniel Ortiz, Kevin Shields, and Nick Vukotic – Committee Members

70 additional service providers participated in the Zoom call.

Michelle Heid – Legislative Educator

Arshalous Garlanian, Emmanuel Gutierrez, Elisa Hill, Sara Iwahashi, Ruth Janka, Lisa Kimura, Yesenia Martinez, Evelyn McOmie, Cristina Preuss, Kim Rolfes, and Jennifer Williamson – NLACRC Staff

Absent: Jenni Moran

I. Call to Order & Introductions

Sharoll Jackson, VAC chair, called the meeting to order at 9:30 a.m. Ruth Janka took attendance.

II. Public Input

Announcement of California APSE Lunch & Learn (flyer included in packet).

III. Consent Items

A. Approval of Agenda

M/S/C (O. Almog/D. Kalek) To approve the agenda as presented.

B. Approval of Minutes from the October 1st VAC Meeting – Attachment

M/S/C (K. Lane/Kenny Ha) To approve the minutes as revised.

C. Amendment of VAC Priorities

M/S/C (E. Beall/D. Kalek) To approve priorities wording as stated on October 1, 2020 (see below for the wording).

IV. Executive Director's Report (Ruth Janka)

A. COVID-19

- Positive cases continue to rise both statewide and locally. Los Angeles county continues to be at Tier 1.
- Statewide numbers: 3,289 positive cases; 172 deaths
- North LA numbers: 268 total positive cases; 177 currently positive; 21 deaths. The greatest percent reporting live in family homes.

B. Department of Developmental Services (DDS) Directives and Monthly Rates

- According to the August 31st DDS Directive, providers will be billing for November as they have in September and October. In a recent notice (email), the timeline to submit reports on traditional or alternative services has been extended, originally due on October 5th. Additionally, the notice gives guidance on reporting.
- North LA has not received the monthly rates yet. Once we do, we will distribute them.

C. Amendment to Early Start Regulations, Title 17, California Code of Regulations

There is a proposed is a proposed amendment to Title 17 to add assistive technology as an early intervention service; this would bring state regulations into conformity with Federal regulation for early intervention services.

V. Deputy Director-Chief Financial Officer's Report (Kim Rolfes)

A. Fun Fact

Kim reported that the Center has 608 entities (service providers) providing services under 1,622 vendored programs (excluding startup vendorizations, purchase reimbursements for family members, and vouchers). The Center is serving 27,855 consumers as of October 31, 2020

B. FY 2020-21 Financial Report

The Center's operations budget for this fiscal year is \$59,079,015 and the purchase of service (POS) budget is \$562,702,135, for a total budget of \$621,780,150. The first Purchase of Service Expenditure Projection ("PEP")

report for FY2020-2021 regarding whether the Center has sufficient or insufficient POS allocation will be provided to DDS on December 10, 2020.

C. Update on Zero Tolerance Mailing

Kim shared that the Center mailed out the Zero Tolerance Policy to all service providers on November 3rd. Kim explained that under the Center's contract with DDS, annually, the Center is required to share the Zero Tolerance Policy with all its service providers; and, service providers, under their contract with the Center, are required to review the information with their staff, annually, and upon hire. Kim encouraged service providers to review the Zero Tolerance Policy with their staff and to document the training.

D. Update on Annual Statement Mailing

Kim shared that the annual statements for FY2019-2020 are scheduled to be mailed to all Consumers and their families in early December. Kim explained that the Center is required under statute to provide an annual statement of the services the Center purchased for Consumers to Consumers and their families.

E. Update on Social Security Audit

Kim reported that the Center received the final audit report regarding the representative payee services the Center provides consumers. The audit was conducted by Disability Rights California during April 2020. The Social Security Administration determined that the Center fulfills its duties as representative payee.

F. FHA Rate Model Public Hearing (637 Proposal)

Kim shared that the Public Hearing to discuss the 637 Proposal that recommends a new FHA Rate Model is scheduled to take place on November 5th, 2020 at 2:00pm. Kim invited service providers to attend the Public Hearing.

G. Uniform Holiday Schedule

Kim shared that the Uniform holiday schedule was not been implemented by Legislature/DDS during FY2021. Currently, the Center is implementing its

Uniform Transportation Holiday Schedule, which can be found on the Center's website at the following hyperlink: <https://www.nlacrc.org/service-providers/uniform-holiday-schedule>. It was reported that under the Center's Uniform Transportation Holiday Schedule that transportation services are not provided on Thanksgiving Day and the Day after Thanksgiving or during the period starting on Christmas Day through New Years Day. Kim reported that due to COVID-19, if transportation services are needed on these same dates, that service providers should contact their service coordinator to assess.

H. POS Check Runs

The Center continues to offer a second POS check run during the month of November 2020. POS Checks will be transmitted for payment on November 16th and November 30th (second POS check run)

I. 89th Annual Tree Lighting Celebration

Kim reported that there is still time to participate in the 89th Annual Tree Lighting celebration. The due date for ornaments is November 16th. The theme for Year 2020 is ornaments that celebrate family, reflect the cultural diversity of CA and celebrate holiday traditions.

J. CARES Act Provider Relief Fund for Providers

Kim shared that the final date to apply for the Phase 3 General Distribution of Provider Relief Funds is Friday, November 6, 2020

K. Update on Directive for Alternative Services Delivery

Kim shared that under the DDS Directive, dated August 31, 2020, service providers are required to engage the consumer about their need for and interest in Alternative Services as an option. Service providers are required to notify the regional center of each consumer engaged and interest in receiving Alternative Services. Within thirty (30) days of notification of a consumer's interest in Alternative Services, the regional is required to send a follow up letter to the consumer confirming their interest in Alternative Services. In order to comply with the DDS Directive, the Center has created an excel spreadsheet that will be sent to all service providers eligible to provide Alternative Services. The excel spreadsheet will be used to collect data on consumers receiving Alternative Services so that the Center may follow up with the letter to the Consumer.

Evelyn provided additional information regarding the process to complete the excel spreadsheet and the timelines to provide the excel spreadsheet to the Center. The excel sheet is due to be returned November 15, 2020. If there are any technical assistance questions, they can be sent to our Alternativeservicedelivery@nlacrc.org email.

VI. Chief of Program Services Report (Cristina Preuss on behalf of Jesse Weller)

Applications for the Youth Forum will be available starting on November 17th. The Forum is currently scheduled to take place virtually on July 11, 2021. Additionally, she announced Jazmin Zinnerman as the new Consumer Services Director. Jazmin will be overseeing the Adult Services and starts next Monday, November 9th.

Group/Events

1. Festival Educacional: Saturday, November 7th, at 8:30 a.m.
2. Cafecito Entres Nos (Coffee Amongst us): Thursday, November 12th, at 11:00 a.m.
3. Alianza de Hombres (Men's Group): Thursday, November 12th, at 1:00 p.m.
4. SLS Orientation: Thursday, November 19th, at 3:00 p.m.
5. Aprendiendo Entre Nos (Learning Amongst Us): Thursday, December 10th, at 11:00 a.m.
6. Black & African American Family Focus Support Group: 1st Wednesday of each month at 6:30 p.m.
7. Armenian Support Group & Spanish-speaking Support Group: Every 2nd and 4th Tuesday, 6:30 p.m.

VII. Community Services Director's Report (Evelyn McOmie)

The SIR service provider training is coming up. The event will be placed on Eventbrite and we will be sending a flyer shortly. Additionally, she announced that North LA distributed all EPG. The EPG online request forms were posted on our website. If we get more EPG, we will it open up again.

VIII. Progress Reports from Service Provider Return to Community Groups

The chair of each group provided an update on when their committee last met and what was discussed. In instances where the chair was not present, a committee meeting participant provided a report.

- A. Early Start (Chair: Dana Kalek)

Dana shared that the group is looking into early intervention and in-services on teletherapy. In addition, the group is continuing to work with pediatricians for referrals.

Kim shared that compared to previous years, there is an increase in referrals. The online intake is also helping the uptick in the number of referrals.

Ruth reported that the seven (7) Los Angeles County regional centers are considering placing an advertisement in LA Parent magazine regarding the availability of early intervention services.

The committee requested for the Center to make a public statement regarding the use of safety protocols when delivering in-person services; Ruth agreed to send out a message encouraging adherence to local public health guidance and continued use of safety protocols during in-person service delivery.

B. Individualized Services (Chair: Dr. Bruce Gale)

Dr. Gale reported that the group had a robust and productive meeting. The topic that came up was vendors experiencing issues with alternative services and e-billing; both may require training.

C. Site-Based Day Programs (Chair: Bob Erio)

Bob reported that the group has not yet met (meeting will be next week). He received an update that Community Care Licensing authorized programs to reopen with recommended Department of Health Care guidance. However, some service providers are choosing to wait. He will get an update next week.

D. Community-Based Day Programs (Chair: Suad Bisogno)

Suad reported that the group is identifying creative ideas for transportation. They are currently navigating those individuals who work and have a flexible schedule. She let the group know Kim helped clear up the confusion with the DDS Directive. The group is disbanding.

E. Independent Living/Supported Living Services (Chair: Kevin Shields)

Kevin reported that this group has decided they no longer need to meet, and as such, the group has disbanded.

F. Residential Services (Chairs: Tetyana Wynter and Wilda White)

No update.

G. Transportation Services (Chairs: Kim Rolfes and Evelyn McOmie)

Kim reported that she continues to meet with transportation providers. They are continuing PPE delivery. Currently working on transitioning back to services in the community.

IX. Legislative Educators Report (Michelle Heid/Raquel Armendariz)

Michelle reported that the legislature is currently in recess; returning December 7th and will be in full effect in January. She briefly reported on the California Spending Plan that was released by the Legislative Analyst's Office and gave an update on elections. In addition, she shared that DDS has launched a mask campaign.

X. Committee Business

A. Update on VAC's Draft Older Adult Services & Supports Policy – Attachment

Ruth reported that the draft policy is currently under review by the Consumer Services Committee. The committee agreed with the recommendation to gather information regarding issues that impact older adult consumers, such as long-term living arrangements, financial needs, advanced directives, and burial planning. A survey will be utilized to gather this information, and determinations can be made regarding how to move forward to address these issues.

The policy developed by the VAC includes a recommendation for a new position to support Consumer Services Coordinators; the Center has taken this recommendation under advisement. Discussion ensued regarding a single specialist position to support all service coordinators assigned to the 9,000 adult served by the Center. The Center will consider a multi-prong approach to ensuring the needs of older adult consumers are met, including training, resource information, staff, and organizational structure.

B. Finalize VAC Priorities for FY 2020-21 – Attachment

The added wording "Support of consumers' and families' service needs" to the introductory paragraph of the VAC Priorities was approved and will go to the board.

XI. Agenda Items for the Next Board Meeting

The committee identified the following items for their section of the November 12th board meeting agenda:

- A. Minutes of the October 1st VAC Meeting
- B. Minutes of the November 5th VAC Meeting
- C. Approval of the VAC's Priorities for FY 2020-21

XII. Announcements/Public Input

- A. Next Meeting: Thursday, January 7th, at 9:30 a.m. (no meeting in December)
- B. Evelyn reported that the results of the survey have been posted online. The number of completed surveys is 315. The providers who were surveyed were randomly selected. The Department is hoping to complete 100% of the surveys by the end of the fiscal year. The assessments by the Department are being done remotely due to COVID. The only data we receive from the assessments is an overview of where the data shows unmet. The results of the assessments will be posted on the website.
- C. Cal reported that the School Age Services group meeting was well attended. The group discussed priority issues such as; training and access of services; stress with online learning, and IEP related services.

XIII. Committee Work Updates

Sharoll announced that committee work groups will meet on their own. To join a group, reach out to the chair(s) or Yesenia Martinez.

- A. Early Start Services (Dana Kalek)
- B. School Age Services (Cal Enriquez)
- C. Adult Services (Suad Bisogno & Erica Beall)
- D. Implementation of Legislative Changes (Sharoll Jackson)

XIV. Adjournment

Sharoll Jackson adjourned the meeting at 11:06 a.m.

Submitted by,

Yesenia Martinez
Executive Assistant

[vacmin.nov5.2020]



North Los Angeles County Regional Center
Board of Trustees

Board Meeting Attendance

Board Member	July 2020 X	Aug. 2020	Sept. 2020	Oct. 2020	Nov. 2020	Dec. 2020 X	Jan. 2020	Feb. 2020	Mar. 2020	Apr. 2020	May 2020	June 2020
Nicholas Abrahms		P	P	P	P			P	P	P	P	P
Ivette Arriaga		Ab	P	P	Ab			P	P	P	P	P
Adam Breall		P	P	P	P		Ab	P	Ab	P	P	P
Christina Cannarella		P	P	P	P			P	P	P	P	P
Marianne Davis		P	P	P	P		P	P	Ab	P	P	P
Leticia Garcia		P	P	P	P			P	P	P	P	P
Gabriela Herrera		P	P	Ab	P			P	P	P	P	Ab
Sharoll Jackson		P	P	P	P		P	P	P	Ab	P	P
Nelmonika Jones		P	P	P	P							
Jennifer Koster		P	P	P	P							
Angelina Martinez		P	P	Ab	P		Ab	P	P	P	P	P
Lillian Martinez		P	P	Ab	P		P	P	P	P	P	P
Caroline Mitchell		Ab	P	P	P		P	P	P	P	P	Ab
Ana Quiles		P	P	P	P			P	P	P	P	P
Jeremy Sunderland		P	P	P	P		P	P	P	P	P	P
Curtis Wang		P	P	P	P		P	P	Ab	P	P	P
~ 6 open positions ~												

X = No board meeting held

P = Present

Ab = Absent

* = Not a regularly scheduled meeting

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

[attend.board.2021]

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North Los Angeles County Regional Center
Board of Trustees

Committee Meeting Attendance

Board Member	July 2020	Aug. 2020	Sept. 2020	Oct. 2020	Nov. 2020	Dec. 2020 X	Jan. 2020	Feb. 2020	Mar. 2020	Apr. 2020	May 2020	June 2020
Nicholas Abrahms (CS)	P	P	X	P	P			P	P	P	P	X
Ivette Arriaga (CS)	P	Ab	X	Ab	Ab			Ab	P	P	P	X
Adam Breall (SPC)	X	P	X	P	P		X	P	X	X	Ab	X
Christina Cannarella (GCR)	P	P	X	P	P			P	P	P	P	X
Marianne Davis (EC)	P	P	Ab	P	Ab		Ab	P	X	X	P	X
Leticia Garcia (AA)	P	P	P	P	P			P	P	P	P	X
Gabriela Herrera (CS)	Ab	P	X	P	P			P	P	P	P	X
Sharoll Jackson (VAC)	X	P	P	P	P		P	P	P	P	P	P
Nelmonika Jones (CS)	P	Ab	X	Ab	P							X
Jennifer Koster (CS)	P	P	X	P	P							X
Angelina Martinez (NC)	X	P	X	X	X		X	P	P	X	X	X
Lillian Martinez (EC)	P	P	P	P	P		P	P	P	P	P	X
Caroline Mitchell (CAC)	X	P	P	Ab	P		Ab	Ab	P	X	X	Ab
Ana Laura Quiles (AA)	P	P	P	P	P			P	P	P	P	X
Jeremy Sunderland (GCR)	P	P	X	P	P		P	P	P	P	P	X
Curtis Wang (CS)	P	P	X	P	P		X	P	P	X	X	X
~ 6 open positions ~												

X = No meeting held P = Present Ab = Absent T = Transportation issue
 * = Not a regularly scheduled meeting Conf. = Attending a regional center sponsored conference

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee’s absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 02-10-99)