

AGENDA
INLAND COUNTIES REGIONAL CENTER, INC.
BOARD OF TRUSTEES MEETING
MONDAY, JANUARY 9, 2017
Board Training: 5:30 p.m. to 6:00 p.m.
Meeting: 6:00 p.m. to 8:00 p.m.
The Rock Church and World Outreach Center
2345 S. Waterman Avenue
San Bernardino, CA 92408

5:30 p.m. Board Training: Legislative Training/Ms. Cummings

Call to Order/Mr. Nelson

Minutes of November 14, 2016 Board Meeting/Mr. Nelson

Info/Action

Public Input: (Comments limited to 5 minutes per person. Action may not be taken on any item that is not on the Agenda. Please submit Request to Speak Form noting the agenda item to be addressed at sign-in table.)

Self Determination Update/Mr. Meza

Info/Action

Chairperson's Report/Mr. Nelson

Info/Action

Executive Director's Report/Ms. Johnson

Info/Action

Financial Report/Ms. Steuwer

Info/Action

Committee Reports

1) Another Way/Ms. Gonzales

Info/Action

2) Community Engagement Report/Mr. Cook

Info/Action

3) Consumer Advisory Committee/Mr. Ryan Nelson

Info/Action

Old Business

None

New Business

None

Trustee Input

Executive Session

- 1) Legal Matters (In accordance with Welfare & Institutions Code Section 4663(a)(5)
- 2) Employee Salaries and Benefits (In accordance with Welfare & Institutions Code Section 4663(a)(3))

Next Meeting Date: March 13, 2017

MINUTES OF NOVEMBER 14, 2016
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

MEMBERS PRESENT: Peter Asten; Tom Cosand; Ted Leonard; Amanda McGuire; Jack Padilla; Cameron Page; Elvia Sanders; Sheela Stark; Alva Stewart

MEMBERS ABSENT: Keith Nelson; Rene Rojo

DIRECTORS PRESENT: Steve Beckett; Lavinia Johnson; Don Meza; Merissa Steuwer; Vince Toms; Kevin Urtz; Treva Webster

RECORDING SECRETARY: Sandra Guzman

STAFF PRESENT: Wasima Alvi; Coby Carwile; CJ Cook; Jennifer Cummings; Kurtis Franklin; Andrea Gonzales; Maria Harkin; Debbie Mannon;

GUEST PRESENT: Greg Damewood, Parent; Tammi Simpson, California Mentor

Mr. Cosand called the meeting to order at 6:14 p.m.

MINUTES OF SEPTEMBER 12, 2016 BOARD MEETING: 1) Motion made to approve the minutes of September 12, 2016 Board of Trustees Meeting M/S/C Stewart/Leonard.

PUBLIC INPUT:

1. Nathan and Maria Coombs: Parents were notified that son's aid was no longer working for Pathway. Pathway terminated son's aid and did not notify parents. When parents inquired why, they were told it was none of their business. Parents are son's conservators and advocate for him. Parents reported that the vendor was very rude to them. They also state that they were told that this vendor was the only vendor able to provide the type of service their son required. IRC has been unable to secure another vendor for them and feels IRC has failed at holding vendor accountable.
2. Rhonda Morris: Ms. Morris the mother and conservator for her 23-year-old daughter and 21-year-old son. Ms. Morris was informed in advance by son's aid that he was moving into a new position and would no longer be son's aid. Ms. Morris notified her son and asked him who he would like as his new aid. Son expressed he wanted his uncle to be his new aid. Ms. Morris notified Pathway

of son's wishes. Pathway informed mom that uncle would need to apply for the job. After two months and not hearing anything from Pathway, she decided to contact Pathway and asked if they had reached a decision regarding the uncle's employment. She was told personnel matters cannot be discussed with her. She explained she was only calling because it had been two months. She also stated she was willing to work with someone else if the uncle was not hired. She stated she was then told it was none of her business who Pathway hires. Ms. Morris feels Pathway is putting son's education in jeopardy by not hiring consumer's uncle or finding a replacement aid. Staff at IRC has told her that Pathway is the only vendor that provides that type of service which is a quality control issue.

3. Greg Damewood: Mr. Damewood stated as Commissioner for the Riverside Behavioral Department, he wishes IRC well on the upcoming anniversary of the December 2nd tragedy. He stated the County of Riverside had shared with him that it was an honor to aid IRC after the December 2nd terrorist attack. As the parent of an adult daughter, Mr. Damewood thanked IRC for the continual support extended to them via services. He also shared a hope that IRC will return to recording board meetings soon.
4. Shannon Meehan: Ms. Meehan from California State Council on Developmental Disabilities, San Bernardino Regional Office provided an update on efforts and outreach. State Council is collaborating with IRC's training unit on Self-Determination and Person Centered Planning. State Council is also collaborating with local SELPAs on Employment Soft Skills, Resume Building and Interviewing Skills. State Council continues to collaborate with Department of Rehabilitation, OPARC and Exceed Work Activity Programs (WAP) with providing trainings on "How Social Security Benefits are Affected by Wages". HCBS rules and the changes that are coming has several WAPs asking State Council to do trainings on employment incentives and why working is better than just receiving Social Security benefits. State Council is also excited to be participating in IRC Fall Festival. Information on upcoming trainings can be found on their website www.scdd.ca.gov San Bernardino Regional Office or by calling (909) 890-1259.

SELF DETERMINATION UPDATE: Mr. Meza reported that the Self Determination Committee continues to meet monthly. The program is currently in a holding pattern awaiting CMS' approval. The latest count of consumers interested in the program is 277. IRC's allotted number is 244. Mr. Meza also shared that he attended the Fiesta Educative and had the opportunity to speak in regards of the Self Determination program and hopefully sparked some interested from the attendees.

CHAIRPERSON'S REPORT: Mr. Cosand stated a written report was included in the meeting packet.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson reported as of November 1, 2016, IRC has 32,605 active cases. In June of 2000, there were 15,500 active cases which means IRC more than doubled in size. Managers continue to interview in the efforts of reducing caseload sizes. Newly hired Human Resource Manager, Maria Harkin and School Age Program Manager, Kathy DeCoud were introduced. In the efforts of returning to normalcy prior to December 2, the fence around the back parking lot was removed in late September. Installation of surveillance cameras and lighting fixtures have begun. The restoration of building 3 continues and will be ready for occupancy in early 2017. Ms. Johnson thanked CJ Cook, Steve Beckett, Kevin Urtz in helping draft the medial release announcement. The December 2nd Memorial Ceremony plans are finalized. The ceremony is open to the public however invitations were not sent out. The four organizations who accommodated and supported IRC that day will be presented a plaque. The County of San Bernardino will be having a private service at the same time as IRC. Cal State San Bernardino is planning on having an evening memorial ceremony on the 2nd as well.

FINANCIAL REPORT: Ms. Steuer presented the draft budget proposal for fiscal year 2016-17. The major changes in the contract amendment are 1) ABX 2 1 funding for salary and benefits 2) Improve Caseload Ratios funding for additional CSCs 3) HCBS Regulations, funds allocated for one Program Evaluator and 4) Resources to Implement ABX 2 1, funds allocated for each regional center for (1) Employment Specialist and (1) Cultural Specialist positions. The total allocation for Operations including CPP is \$64,707,808 which is an increase of 14.13% compared to fiscal year 2015-16. 2. Motion made to accept Financial Report as presented M/S/C Padilla/Leonard.

COMMITTEE REPORTS:

- 1) **ANOTHER WAY:** Ms. Gonzales reported that Another Way will be handing out 1,000 food basket at the annual food drive scheduled for December 10th. There are 70 volunteers signed up to help on that day. Ms. Gonzales shared some thank you letters Another Way has received from consumers that were helped. She shared how overwhelmed the Santiago brothers were when they received funds so they could live on their own. Approximately 10-15 caseworkers per week come to Another Way to request funds for their consumers. Ms. Gonzales thanked Lavinia Johnson and Kevin Urtz for approving the DJ Drea Fundraiser during the month of November. Over 200 song cards were received. The Toy

Drive is schedule for December 14th. For the very first time and with the help of sponsors, this year's Toy Drive became a fund raiser. There are 385 kids signed up to receive gifts.

- a) NAVIDAD EN EL BARRIO BOARD RESOLUTION: Ms. Gonzales requested the Board's approval to participate in the Navidad En El Barrio Food Drive Christmas Campaign. If approved, the Board Secretary will need to sign the Resolution of the Board of Directors. 3. Motion made to approve Another Way's participation in the Navidad En El Barrio M/S/C Padilla/Stark.
- 2) COMMUNITY ENGAGEMENT REPORT: Mr. Cook submitted a written report highlighting some of the activities the Community Engagement Team has worked on. The Annual IRC Fall Festival at the San Manuel Stadium will be held on Saturday, November 19 from 11:00 a.m. to 2:00 p.m. Everyone is encouraged to wear their favorite sport jersey.
- 3) LEGISLATIVE REPORT: Ms. Cummings provided a summary on bills that were recently passed or vetoed that may affect consumers, vendors or regional centers.
- 4) VENDOR ADVISORY COMMITTEE: Ms. McGuire reported the committee met on October 17. Residential vendors voiced their concern with consumers aging out of their current care home. Some have resided in the same home with the same people for over 30 years. She also wanted to thank Vince Toms for keeping vendors informed of upcoming changes. The committee decided not to meet in December. The next meeting is scheduled for February 20 at DesertArc.
- 5) CONSUMER ADVISORY COMMITTEE: Mr. Cook reported that the CETU team partnered with In-Roads Creative Programs, Premier Health Care and CAC Members on the Job Development Workshop. 20 out of the 25 people who signed up finished the program and will be graduating tomorrow. The workshop was a huge success.

OLD BUSINESS: None

NEW BUSINESS:

- 1) DISPARITY FUNDING REPORT: Mr. Toms shared a power point explaining the use of ABX2 1 funds to promote equity and reduce disparities. IRC submitted a proposal requesting funds to start two programs to increase education in order

to increase purchase of service. The programs are: 1) Autism Parent Education Program specifically for parents with children with autism and 2) Fiesta Familiar for language and ethnicity. IRC's proposal was approved and awarded \$516,634.

TRUSTEE INPUT: None

Mr. Cosand adjourned the meeting at 7:13 p.m. to go into Executive Session at 7:35 p.m. and reconvened at 8:09 p.m. The Board took action on fiscal issues during Executive Session.

The meeting was adjourned by Mr. Cosand at 8:11 p.m.

Respectfully Submitted,

Cameron Page
Board Secretary

Tom Cosand
Board Vice Chair

MOTIONS FOR NOVEMBER, 2016

- 1) Motion made to approve the minutes of September 12, 2016 Board of Trustees Meeting M/S/C Stewart/Leonard.
- 2) Motion made to accept Financial Report as presented M/S/C Padilla/Leonard.
- 3) Motion made to approve Another Way's participation in the Navidad En El Barrio M/S/C Padilla/Stark.



Minutes IRC SDAC Self-Determination Committee November 1, 2016

Mission Inn Riverside Library

3581 Mission Inn Avenue

Riverside, CA 92501

Don Meza 909 890 3493 dmeza@inlandrc.org

Shannon Meehan 909 890 1259 sanbernardino@scdd.ca.gov

1. Call to Order and established of Quorum 5:00 pm

Members

Maia Pawooskar

Irene Padilla (OCRA DRC)

Rhonda Morris

Wendy Keedy

Kristie Sepulveda-Burchit

Doug Perkins

Staff

Kevin Haynes, IRC

Tamara Hathaway, IRC

Jonathan Eckrich, IRC

Shannon Meehan, SCDD

2. Approval of Minutes and Agenda
Irene Padilla moves, Wendy Keedy seconds



All approve M. Pawooskar, R. Morris, W. Keedy, K. Sepulveda-Burchit, I. Padilla, D. Perkins

3. Public Comment none
4. Self Determination program updates from DDS Stakeholder Workgroup (SCDD, IRC)
5. Update from the Statewide Self-Determination Advisory Committee meeting held on Oct 27, 2016 by Maia Pawooskar Agenda and docs available on www.scdd.ca.gov
 - a. The meeting agenda and packet were sent out to members of SDAC.
 - b. DDS provided input/response on Self-Determination waiver to CMS. CMS accepted the input and/or sought additional information.
 - c. There was a robust discussion on the items where CMS needed more info. DDS sought input from the SSDAC members. DDS will take the input from SSDAC meeting (meeting notes will be posted on the Website) and provide answers or seek clarification from the CMS before providing the formal response to the Waiver application.
 - d. Among the several topics discussed included discussion on Rates – methodology, Crisis Intervention and Support, Qualified Providers, Expenditure Safeguards.
 - e. DDS is committed to implementing the S-D program.
 - f. DDS did a survey on the local S-D Advisory Committees outreach efforts and results, including seeking information on the level of outreach, cooperation and support received by the local S-D advisory committees from their respective Regional Centers.

Self Determination Outreach at advocacy groups, CAC (SELPA's)

Flyers at IPP meetings on self determination and when sent to families after IPP's

DDS almost finalized training for regional centers on self determination

Collaborative meetings with members of this committee and IRC staff to educate families

6. Discussion Items
 - g. Business arising (old business)
 - a. Updates on progress for CMS waiver for IRC program additional questions
 - b. Update on # of interested consumers 269



- c. Updates on venue future meetings of this committee
Conference room at SCDD where they are moving
 - h. New Business
 - d. Discussion on issues/points/concerns/suggestions for October statewide meeting
 - e. Follow up by IRC on providing and improving and improving supports for SDAC today's meeting not on IRC's calendar, email blast by IRC include this meeting
 - f. Follow up on trainings provided/developed by IRC to staff, parents, consumers, agencies give future meeting trainings to committee members so we might go and participate and assist/collaborate
 - g. Update on progress on outreach/presentations by IRC to Spanish/disparity groups
Fiesta Educativa conference and flyer being developed, have a conference this weekend Irene will be there. Other languages than Spanish.
7. Future Agenda Items and Presentations for upcoming meetings in 2017
Howard Mc Broom motivational speaker and self advocate IRC could work on getting him to speak
In January fourth Tuesday of the month
Next IRC Board meeting Rock Church San Bernardino 6-8 pm November 14, 2016
Irene brought DRC flyers election day hotline
8. Adjourn 6:30 pm

****Maia provided the PCP copy to attach to minutes of this meeting**

EXECUTIVE COMMITTEE MEETING

SEPTEMBER 21, 2016

Present: Tom Cosand; Keith Nelson; Alva Stewart

Staff Present: Lavinia Johnson; Kevin Urtz; Sandra Guzman

1. Update on Temecula Fire: The deceased have all been formally identified. Investigation is still ongoing. IRC is providing consumer and vendor files for the investigator working on the case. IRC was informed that the fire is being investigated as a possible homicide. All inquiries are being referred to the investigator.
2. Executive Director's Review: Board Chair met with Executive Director and review was completed. The Board expressed how much they enjoy and appreciate working with the Executive Director.
3. Update on Building 3: Reconstruction has begun with an estimated completion date of December 31. Staff met with insurance adjuster. There were over 5,000 line items submitted. Additional information was needed. The flooring in sections A and B will be changed to vinyl instead of carpeting. The library will be used as the Board's meeting room. Section C will be used as a meeting or training room. Fence around building 3 will not be removed until the building is complete. Memorial memorabilia will be placed throughout building 3 or in a display case by the main entrance. An office or two may be used for MicroEnterprises and an office will be set aside for a kid's room. A grant request was submitted for an outdoor memorial. Staff events can be held between buildings 1 and 2 or in back parking lot. Some of the carpet in building 1 is being replaced because of glass shards surfacing. The receptionist expressed wanting to remain in the front lobby.
4. Discuss Recording Meetings: The Board Chair received 3 requests to resume recording Board Meeting. We will have the capability when we return to building 3. Anyone attending can also record the meeting. Everything the board receives in the Board Packet is available for anyone to review on line. Additional lighting was installed around building 1 and in the atrium. 27 cameras are also scheduled to be installed. During regular working hours, the cameras will be recording. Afterhours, the cameras will be activated by motion. Cameras were only installed outside of the building.

Add-Ons:

The CAC is having a job development series on Tuesday nights at In-Roads in Colton. Applications or information can be obtained by contacting CJ Cook.

The Audit Kick Off meeting is scheduled for Wednesday, September 28 at 10 a.m.

The CAC is hosting a BBQ to boost membership on October 25 at 6:00 p.m.

Next Executive Committee Meeting is scheduled for October 19, 2016.

EXECUTIVE COMMITTEE MEETING

October 19, 2016

Present: Tom Cosand; Keith Nelson; Cameron Page;

Staff Present: Steve Beckett; Lavinia Johnson; Merissa Steuwer; Sandra Guzman

1. DDS Update: DDS emailed Lavinia and Keith requesting a meeting with the Board regarding IRC's probation. A tentative date and time was set for November 14 at 3:00 p.m. here at IRC.
2. Probation Training: A Board Training to go over IRC's probation has been scheduled for November 7 at 4:00 p.m.
3. Board Strategic Plan: Since IRC's operations is running smoothly, the Board can now focus on areas they can be of value. Attendance to the Another Way Toy and Food Drive can be beneficial to the committee. Grant applications tend to ask about Board participation. Staff have invited Board to their End of the Year Appreciation Event. Master Trust is currently not doing any marketing. The Board can help by informing people of the service and giving them the contact person's information. Having a Legislative Committee will also be beneficial.
4. New HR Manager: A new HR Manager has been hired and will start on Monday, October 24. Her name is Maria Harkin and she is from the San Bernardino Archdiocese. Ms. Harkins comes with a wealth of experience. She oversees the entire archdiocese of approximately 3,000 employees. She over oversees about 120 employees in her department. She will be a good fit for IRC.
5. Independent Audit Update: The auditors will be finished by the end of the week. The exit meeting will take place about the end of November. This audit will be the last audit for this firm. A Request For Proposal (FRP) was sent out in search of a new firm. The deadline to submit a proposal is October 31st. Proposals are to be submitted in a sealed envelope and will all be open in a group setting. Staff will invite a Board Member to participate in the opening. We are scheduled for a DDS Audit in April, 2017. IRC has not received the audit report for the last two audits from DDS.
6. Building the November Meeting Agenda: Add the following: Vince Tom's Minimum Wage Presentation; ARCA Report; Committee Reports; Include flyers of upcoming events to the packet such as Food Drive, Toy Drive, Employee Appreciation. Keith will remember to ask the Board if they would like to order IRC Board Polo Shirts. Another Way will be placing an order for their new shirts through DesertArc. DesertArc has an embroidery department that employs IRC consumers.
7. Building 3 Update: Selection of paint, carpet, flooring has been completed. The former library room will be used as the board meeting/multipurpose room. Considering the possibilities of placing 3-50" flat screen TVs with portable video cameras versus having a stationary permanent camera installed. The room will be set up with nice folding chairs and tables instead of having a permanent conference table.

Next Executive Committee Meeting: November 16, 2016 at 4:00 p.m.



Executive Director's Report

January 2017

Respectfully Submitted by Lavinia Johnson
and Kevin Urtz

CONSUMER TOTALS: As of December 28, 2016, we have 32,653 active cases. That is an *increase* of 48 cases since our last report in November. We attribute the slower growth to the holiday season and will wait to see if this growth patterns continues in the new year or if it returns to our relatively rapid growth that has been characteristic of the past.

STAFFING: We continue to advertise, interview and hire to fill any vacancies and are hiring to fill new growth positions. We currently have 687 employees which is up from 673 last reporting period. Since November 1, we have hired an additional 20 employees while 5 have separated from the agency. We are in the process of posting to hire an additional 26 CSCs/ CMTs in the new year as well as an additional two Medicaid Waiver staff and some administrative staff.

DECEMBER 2 ANNIVERSARY COMMEMORATION: As you may know, on 12/2 we held what we feel was a respectful, healing and comforting ceremony in front of Building 3 to commemorate last year's terrorist attack. The majority of those attending were IRC employees although there were some legislators and members of the public present. We would like to recognize CJ Cook and the Community Engagement Unit and Gabriel Ortiz and the Facilities Unit for planning and setting up the event.

BUILDING 3: Restorative construction continues in building three and it is reported that the work may be completed and ready for occupancy sometime after April 2017. The fencing and mesh around building 3 will remain until restoration is complete. We continue to discuss how the space in building 3 will be used.

HOLIDAY YEAR-END CELEBRATION: The IRC staff year-end celebration the afternoon of December 15 was a huge success and attended by nearly 600! It seemed to be just what everyone needed after an unusual and difficult year. We are truly thankful for the dedication and resiliency our staff have shown.



INLAND REGIONAL CENTER

Enhancing Lives

...valuing independence, inclusion and empowerment

P. O. Box 19037, San Bernardino, CA 92423

Telephone: (909) 890-3000

Fax: (909) 890-3001

December 30, 2016

To: The Board of Trustees
From: Merissa Steuwer, CFO

Re: Operations & POS Spending in December 2016

Attached herewith is the Fiscal Year 2017 spending for Operations and Purchase of Service (POS).

For the month of December, total gross expenditures in Operations is \$4,737,577. Other sources of revenues (interest income, ICF SPA income, and other income) received as an offset to expenditures is \$46,637. The net expenditures in Operations for the month is \$4,690,941.

Total spending for Personal Services is \$3,906,917; and spending for Operations is \$830,661. Total year to date net expenditures in Operations is \$32,023,898. The budget balance remaining is \$32,683,910 which is approximately 50.5% of the total allocation received from DDS. Thus far, Operations spending is aligned with the budget allocation.

In Purchase of Service (POS), the total expenditures for the service month of November 2016 paid in December 2016 is \$31,888,798. The breakdown of this amount is:

- Out of Home Care - \$10,086,809
- Day Programs - \$11,585,709
- All Others - \$10,216,280

The total projected POS spending for this fiscal year is \$390,145,452. Currently, the total non-CPP allocation received from DDS is \$384,415,853 leaving a projected deficit of \$5,729,599.

For November service, the service categories with the highest average cost per consumer are:

- Home Care Program - \$7,929
- Community Care Facilities - \$4,280
- Non-Medical Programs - \$2,414
- Supported Employment - \$2,367
- Day Care - \$1,625

INLAND REGIONAL CENTER
Proposed Operations Spending
Fiscal Year 2016-2017
July 1, 2016 to June 30, 2017

| | A | B | C | D | E | F |
|--|---|-------------|---|----------------------------------|---|---------------------------------------|
| | FY 2017 Projected Annual Spending | Budget % | Current Month Claims Actual December 2016 | Year-to-Date Claims Actual | Projected Budget Balance Remaining | Projected % of Budget Remaining |
| REVENUES | | | | | | |
| C-1 Operations Allocation dated 9/12/2016 | 64,055,508 | | 4,689,309 | 32,013,562 | | |
| C-1 Ops CPP Allocation dated 9/12/2016 | 652,300 | | 1,632 | 10,336 | | |
| Total Revenues | 64,707,808 | 100.00% | 4,690,941 | 32,023,898 | 32,683,910 | 50.51% |
| PERSONAL SERVICES | | | | | | |
| Salaries | 40,149,279 | 62.05% | 3,046,612 | 18,649,839 | 21,499,440 | 53.55% |
| Retirement | 5,443,934 | 8.41% | 131,980 | 4,251,124 | 1,192,810 | 21.91% |
| Social Security | 582,165 | 0.90% | 42,914 | 257,853 | 324,311 | 55.71% |
| Health Benefits | 6,677,962 | 10.32% | 649,185 | 3,095,755 | 3,582,207 | 53.64% |
| Worker's Comp Insurance | 512,089 | 0.79% | (208) | 510,577 | 1,512 | 0.30% |
| Unemployment Insurance | 441,642 | 0.68% | 0 | 0 | 441,642 | 100.00% |
| Non-Industrial Disability Ins/Life Insurance | 269,000 | 0.42% | 16,923 | 37,998 | 231,002 | 85.87% |
| Clinical Consultants - Consumer Services | 305,000 | 0.47% | 19,510 | 103,013 | 201,987 | 66.23% |
| Total Personal Services | 54,381,071 | 84.04% | 3,906,917 | 26,906,159 | 27,474,912 | 50.52% |
| OPERATING EXPENSES | | | | | | |
| Temporary Help | 2,500 | 0.00% | 266 | 266 | 2,234 | 89.36% |
| Equipment Rental | 90,000 | 0.14% | 0 | 17,559 | 72,441 | 80.49% |
| Equipment Maintenance | 80,000 | 0.12% | 5,790 | 18,738 | 61,262 | 76.58% |
| Facility Rent | 7,144,440 | 11.04% | 585,630 | 4,064,971 | 3,079,469 | 43.10% |
| Facility Maintenance | 4,000 | 0.01% | 0 | 0 | 4,000 | 100.00% |
| Communications (postage, phones) | 425,000 | 0.66% | 20,062 | 111,429 | 313,571 | 73.78% |
| General Office Expense | 88,000 | 0.14% | 3,225 | 23,322 | 64,678 | 73.50% |
| Printing | 16,000 | 0.02% | 0 | 0 | 16,000 | 100.00% |
| Insurance | 375,000 | 0.58% | 23,764 | 247,961 | 127,039 | 33.88% |
| Data Processing | 405,000 | 0.63% | 29,364 | 148,321 | 256,679 | 63.38% |
| Data Processing Maintenance / Licenses | 167,000 | 0.26% | 0 | 22,000 | 145,000 | 86.83% |
| Interest Expense | 61,250 | 0.09% | 0 | 0 | 61,250 | 100.00% |
| Bank Service Fees | 130,000 | 0.20% | 17,108 | 77,400 | 52,600 | 40.46% |
| Legal Fees | 300,000 | 0.46% | 5,375 | 27,147 | 272,853 | 90.95% |
| Board of Trustees Expense | 17,000 | 0.03% | 344 | 2,256 | 14,744 | 86.73% |
| Accounting Fees | 75,000 | 0.12% | 0 | 0 | 75,000 | 100.00% |
| Equipment Purchases | 186,602 | 0.29% | 5,329 | 17,605 | 168,997 | 90.57% |
| Contractor & Consultants - Adm Services | 75,000 | 0.12% | 190 | 14,169 | 60,832 | 81.11% |
| Mileage Reimbursement | 985,000 | 1.52% | 66,848 | 350,021 | 634,980 | 64.46% |
| ARCA Dues | 85,000 | 0.13% | 0 | 0 | 85,000 | 100.00% |
| General Expenses | 321,255 | 0.50% | 67,365 | 200,113 | 121,142 | 37.71% |
| Total Operating Expenses | 11,033,047 | 17.05% | 830,661 | 5,343,277 | 5,689,770 | |
| Total Expenses | 65,414,119 | 101.09% | 4,737,577 | 32,249,436 | 33,164,682 | 50.70% |
| OTHER INCOME | | | | | | |
| Interest Income & Other Income | 706,310 | 1.09% | 46,637 | 225,537 | 480,772 | 68.07% |
| Total Other Income | 706,310 | 1.09% | 46,637 | 225,537 | 480,772 | 68.07% |
| Total Operating Surplus (Deficit) | 0 | (0) | 0 | 0 | 0 | |

INLAND REGIONAL CENTER
Projected Purchase of Service (POS) Expenditures
Fiscal Year 2016-2017: (From 7/01/2016 to 6/30/2017)
Services Paid for November 30, 2016
(November 2016 services were paid in December 2016)

| | FY 2017 Projected Annual Budget | Projected Budget % | Month of Service Paid Actual November 2016 | Year-to-Date Paid Actual | Projected Budget Balance Remaining | Projected % of Budget Remaining | Average Number of Consumer | Average Net Cost Per Consumer |
|--|---------------------------------------|--------------------------|--|--------------------------------|--|---------------------------------------|----------------------------------|-------------------------------------|
| REVENUES | | | | | | | | |
| C-1 Regular POS Allocation dated 9/12/2016 | 384,415,853 | 100.00% | | | | | | |
| Total Revenues | 384,415,853 | 100.00% | 31,888,798 | 155,119,617 | 229,296,236 | 59.65% | | |
| OUT-OF-HOME CARE | | | | | | | | |
| Community Care Facilities | 122,291,332 | 31.81% | 10,086,809 | 50,029,692 | 72,261,640 | 59.09% | 2,922 | 4,280 |
| ICF/SNF Facilities | 1,530 | 0.00% | 0 | 0 | 1,530 | 100.00% | | |
| Total Out-of-Home Care | 122,292,862 | 31.81% | 10,086,809 | 50,029,692 | 72,263,170 | | 2,922 | |
| DAY PROGRAMS | | | | | | | | |
| Day Care | 111,786 | 0.03% | 3,624 | 16,248 | 95,538 | 85.47% | 3 | 1,625 |
| Day Training | 106,226,246 | 27.63% | 8,677,589 | 43,634,009 | 62,592,237 | 58.92% | 8,741 | 998 |
| Supported Employment (SEP) | 18,587,773 | 4.84% | 1,848,438 | 7,448,325 | 11,139,448 | 59.93% | 1,285 | 2,367 |
| Work Activity Program (WAP) | 12,601,483 | 3.28% | 1,056,059 | 5,152,052 | 7,449,431 | 59.12% | 1,854 | 695 |
| Total Day Programs | 137,527,288 | 35.78% | 11,585,709 | 56,250,634 | 81,276,654 | | 11,883 | |
| OTHER SERVICES | | | | | | | | |
| Non-Medical: Professional | 15,100,015 | 3.93% | 1,070,886 | 4,915,809 | 10,184,206 | 67.45% | 1,677 | 733 |
| Non-Medical: Programs | 2,836,586 | 0.74% | 174,915 | 1,067,159 | 1,769,427 | 62.38% | 111 | 2,414 |
| Home Care: Programs (854, Homemaker Pgm) | 1,420,085 | 0.37% | 84,695 | 396,446 | 1,023,639 | 72.08% | 13 | 7,929 |
| Transportation | 11,568,594 | 3.01% | 915,687 | 4,692,716 | 6,875,878 | 59.44% | 6,326 | 183 |
| Transportation Contracts | 21,813,309 | 5.67% | 1,699,361 | 8,712,017 | 13,101,292 | 60.06% | 2,883 | 761 |
| Prevention Services | 706,658 | 0.18% | 53,575 | 260,398 | 446,260 | 63.15% | 173 | 376 |
| Other Authorized Services | 22,654,235 | 5.89% | 1,859,398 | 8,709,887 | 13,944,348 | 61.55% | 4,107 | 530 |
| Personal and Incidentals | 161,204 | 0.04% | 10,255 | 52,184 | 109,020 | 67.63% | 128 | 102 |
| Hospital Care | 0 | 0.00% | 0 | 0 | 0 | 0.00% | 0 | 0 |
| Medical Equipment | 29,263 | 0.01% | 279 | 719 | 28,544 | 97.54% | 2 | 120 |
| Medical Service: Professional | 1,026,414 | 0.27% | 117,276 | 357,558 | 668,856 | 65.16% | 116 | 772 |
| Medical Service: Programs | 102,887 | 0.03% | 2,932 | 16,459 | 86,428 | 84.00% | 5 | 866 |
| Respite: In-Home | 52,548,667 | 13.67% | 4,218,547 | 19,575,472 | 32,973,195 | 62.75% | 8,221 | 595 |
| Respite: Out of Home | 338,941 | 0.09% | 8,473 | 77,184 | 261,757 | 77.23% | 13 | 1,484 |
| Camps | 18,444 | 0.00% | 0 | 5,285 | 13,159 | 71.35% | 1 | 2,643 |
| Total Other Services | 130,325,302 | 33.90% | 10,216,280 | 48,839,292 | 81,486,010 | | 23,776 | |
| Total Purchase of Service (POS) Expenses | 390,145,452 | 101.49% | 31,888,798 | 155,119,617 | 235,025,835 | 61.14% | 38,581 | |
| Purchase of Service (POS) Surplus/Deficit | (5,729,599) | -1.49% | | | | -1.49% | | |

4. Training

C. Grant award for Autism Speaks announced first week of January \$5,000

1. Appropriate Car seat
2. Training and instructional literature for families and staff
3. Three staff to become NHTSA certified
4. Host an IRC training open to all staff
5. Community trainings

D. Albert Parvin Foundation - \$5,000 grant under review

1. Spoke with Paige and she said their Board meets in late January.

IV. Strategic Planning – March 10th and 11th

1. (Friday) Board mixer and sharing of 3 -year training
2. (Saturday) Advisory Committee leadership training

V. Golf Tournament – May 19th and 20th Temecula Creek Inn

1. Need \$15,000 in new sponsors to hit goal



Community Engagement and Training Unit

January 9, 2017 Board of Trustees Report

Good afternoon, and thank you for your time in reviewing this report.

In the month of December, the CETU team attended numerous community meetings and collaborations, including the Inland Empire Fathers Involvement Coalition monthly meeting and Board meeting, Inland Empire Disability Collaborative and Disabilities Awareness Subcommittee Meeting. Keith Nelson typically covers the Mayor's Commission on Disabilities, however that meeting was dark in December.

We provided for the community the following trainings in December:

1. Riverside University Health System IRC Overview (30 Attendees)
2. California Children Services IRC Overview (6 Attendees)
3. San Bernardino County Sheriff Academy - CIT Overview of Developmental Disabilities (60 Attendees)

In December, the Senior Trainer provided the four-day New Staff Orientation (NSO) for 11 new hires. In the month of January that class will be held again, with 13 new staff signed up. These four days cover the Lanterman Act, Media Policy, Generic Resources, Disability Awareness, IPP, CDER, Safe Driving, Time Management, Customer Service, Voter's Rights, Legal Affairs, Quality Assurance, Safety in the Field, and Active Shooter Training.

As well, the Senior Trainer will again begin to host Medicaid Wavier Labs every three months to ensure CSC's are properly equipped to clear memos and ensure each case is audit ready, whether the case is Medicaid waiver or not. This is done in collaboration with the Medicaid waiver unit.

Our Continuing Education Units program (CEU) continues to grow with input from the employees. Over the past 12 months we have offered close to 75 CEU's. Over the next 12 months we plan to offer over 80 CEU's.

Some examples of classes we have offered:

1. IEP training- Mediation and understanding a 504 plan
2. Human Trafficking
3. Make Wish Foundation Overview
4. Culturally diverse families
5. Safety in the Workplace
6. Disability History and Sensitivity
7. Applied Behavioral Analysis

Our social media campaigns continue to be very successful. In the know, our staff publication, is opened on average of 45% of the time, and our community publication is opened on average 25%. The national average for an online publication open rate is 15-18%. Inlandrc.org continues to be visited over 54k times per month. The IRC Facebook page has over 7700 likes and is specifically designed, monitored, and updated to address the needs of the consumer.

Again, thank you for your time and I can answer any additional questions you have.

Respectfully,

CJ Cook, MBA

Program Manager- Community Engagement and Training Unit

CAC Report to IRC Board of Trustees

Thank you Chairman and Board for allowing me time to update on the CAC and all of our exciting activities. We are very pleased with the staff support and it is helping us to provide meaningful events and meetings for our consumers.

I would first like to report on the meeting I attended November 15 -16 in Sacramento for the Department of Developmental Services Consumer Advisory Committee. It is always an honor for me to represent the Inland Regional Center and my fellow consumers at the state level.

I find that consumers from across the state share many of the same concerns as our consumers here in the Inland Regional Center. We are in a changing environment in regards to consumer services and while it is exciting to see the upcoming changes we share concerns over the new programs and how they will be adopted in our community.

The two day conference was full of presentations from the DDS staff updating us on the changes and we are quite happy to have Nancy Bargmann, the Director of DDS come talk with us and listen to the concerns of consumers.

The topics we discussed included:

- **Competitive Integrated Employment Blueprint** - we hope that many consumers will be moving to minimum wage jobs and be working in the community.
- **Purchase of Service - Stakeholder Update and Dashboard**
- **Update from Nancy Bargmann, Director**
- **Developmental Center Update** - the closing of the Development Centers and moving of consumers into the community.
- **Update on CalABLE**
- **CAC Publications** - we spent time designing and updating information publications for all consumers to be informed.
- **CAC Member Reports** - This was one of my favorite parts of the meeting. I gave an update on the years activities of the IRC CAC and some events we had planned. (copy of the report attached). I am proud to report that our CAC was considered the most active and productive and my fellow CAC members want us to share more with the group about all we do here at IRC for consumers.
- **Self Determination Update** - This program gets a lot of attention with consumers but we are still waiting for regulations from the Federal Government and then from the State.
- **Community Based Services Regulations** - another area of anticipated change over the next few years.

- **Early Intervention Services** - we were updated on the process of these services and the value of early intervention.
- **Community Assignments** - As the CAC representative I have an assignment to give presentations to groups in our area such as service organizations. CJ Cook is helping me prepare to make my first presentation to the Kiwanis Group. There is a list of presentations I can make based on the interest of the group. i will also be sharing with the groups about the following topics and updates:
 - Developmental Centers closing in our Area
 - California Competitive Integrated Employment
 - Self Determination
 - CalABLE

Lastly I would like to share our schedule for the upcoming year with you (schedule attached) and ask the Board of Trustees to help us make this year one of the best years ever for our consumers.

First and foremost all Trustees are invited and encouraged to attend our events. Many of our consumers look forward to meeting the Trustees. Next we can use your support especially in opening doors with your contacts in the community. We are always in need of help in obtaining locations to hold our events especially while we await the availability and timing of Building 3. We also like to have many of events in different locations to help more consumers attend.

So if you look at our schedule we need help with finding a minute golf course to hold our miniature golf tournament, our Casino Night and possible other events. We would love to have board members attend our Casino Night and help host the event, as well as Bingo. At many events we need your help getting door prizes and I know with your community contacts you can be of great assistance. We also would like the Board to host our Ice Cream social and the Chair has already committed you all to that event.

Thank you for your time and consideration and I can answer any questions you might have.



Director Adult Services Report January 2017 Respectfully submitted by Don Meza

SANDIS System Updates: New resource options have become available to case management staff through the iPad mobile devices. The CSCs currently access SANDIS via a mobile APP on iPads and the software continues to evolve. SANDIS will be releasing a Web based version called “SANDIS 7” sometime in 2017. IRC is one of the biggest users of SANDIS software in the state, and our willingness to go forward with our iPads and Mobile SANDIS have been helpful in the ongoing development of the software. IRC has been invited to participate as a pilot regional center for “SANDIS 7” as early as February 2017. We are excited about this possibility and look forward to testing this new software.

Medicaid Waiver (MW): Staff continue to work hard to add new cases to the MW program. DDS has not established a new goal for IRC, so we are using the most recent goal of 11,662 active consumers as our guide. Currently, IRC has 11,819 consumers enrolled which is well above the goal. The MW team has been working diligently to assist CSCs to maintain the highest level of documentation. The MW staff continue to add new “Deeming” cases. MW staff will have a new task where they will begin to review the new, HCBS “1915i” cases, which broadens the scope of MW program eligibility to our consumers. IRC received the results of the October 2015 Medicaid Waiver Audit. The audit revealed that staff documentation and accountability are very good.

Self Determination (SD): The SD Advisory group continues to meet monthly. The most recent meeting of the Self Determination Committee was held on November 1, 2016. The Self Determination group did not meet in December 2016. Attached to this report are the meeting minutes of the IRC SD Advisory meetings held in November 2016. The emphasis of the advisory group is to bring about awareness to the SD programming option. The interest list is being maintained for families interested in participating in Self Determination at IRC and continues to grow. IRC has 290 consumers/families that have expressed an interest in the SD program.

Inland Regional Center Children & Transition Services

January 09, 2017 IRC Board of Trustees Report

Submitted by Felipe J. Garcia IRC Director of Children and Transition Services

Greetings, the School Age and Transition staff were busy this Fall of 2016. Typically Fall is one of the busier times of the year with back to school and families preparing for the school year. Our staff attend many Individual Educational Plan (IEP) meetings to ensure our consumers are provided with the educational tools necessary to assist them with all educational matters.

As the anniversary of December 2nd was approaching, many Program Managers and myself worked closely with staff to ensure that questions were answered in regards to any memorial services IRC may conduct. The agency had a memorial on the anniversary and gave staff the opportunity to attend if they wished to. Many staff were off that day as it was a Friday and we are half staffed on Fridays. The memorial was well attended and the staff who attended provided positive feedback. Although it was a tough year, IRC staff is strong and we have worked closely together to make it through the year. Staff is in a great place right now and are happy to be working for our consumers and families who need us.

Update: Transition of Behavior Health Therapy from Regional Center system to Medi-Cal

Inland Regional Center (IRC) continues to meet with both Inland Empire Health Plan (IEHP) and Molina Health Care in efforts to transition all existing Behavior Health Therapies (BHT's) such as Applied Behavior Analysis (ABA) services currently funded by IRC to the Medi-Cal system. The process has been an undertaking which is a collaboration between IRC, IEHP, Molina Health care and recently Kaiser Medi-Cal. We have successfully transitioned 1,651 consumers to date. The deadline for transition has been extended until early 2017 by the Department of Health Care Services and the Department of Developmental Services.

Community Services

Board of Trustees Report

January 9, 2017

Respectfully Submitted by Vince Toms

Quality Assurance

- Currently 6 open Corrective Action Plans
- Working with our 151 Day Program vendors to plan the strategy for the Workforce Innovation and Opportunity Act (WIOA) and the Center for Medicaid and Medicare Services (CMS)
- Added two Senior Liaison positions, which will assist the team with placement, trainings, investigations and initial writing of unit guidelines. The current project is to create web-based trainings for the vendors continuing education units (CEUs). Currently, we are providing the trainings in a live format
 - o We are using three sites for our Community Care Facility trainings. All trainings have been secured for the rest of the year
 - o Provided several vendor trainings on the topic of WIAO and CMS
- Continue to collaborate with the Department of Developmental Services, the Department of Public Health and Community Care Licensing (CCL)
- Working on language for lease agreements that will be used in conjunction with placement agreements for community care facilities
- Finishing the job description for the Employment Specialist

Resource Development and Transportation Unit

- Working with San Gabriel Pomona Regional Center (SGPRC) for Joint trainings for vendors and staff.
 - o A Cal-Able presentation will be co-hosted by both regional centers at the SGPRC site, on February 14, 2017
- Working with Harbor Regional Center and SGPRC to develop day programs that will meet the CMS changes
- Interviewing for the Program Manager position on January 10, 2017
- Reviewed mileage reimbursement for ABA vendors
- Working with the 113 vendors on the absence reimbursement payments
- Will begin a review of the ABA vendors to include the 102, 605, 612, 615 and 620 vendors
 - o Begin a process of doing contracts versus the basic rate agreements
 - o Working with Felipe and Merissa on the transition of the services to the health plans

FAIR HEARINGS & LEGAL AFFAIRS UNIT BOARD OF TRUSTEES REPORT

September – December 2016
Respectfully Submitted by Jennifer Cummings

FAIR HEARINGS

As of December 29, 2016, IRC has 30 open Fair Hearing Requests (70% related to eligibility). Since September 1, 2016, a total of 60 cases have resolved or received formal decisions; of which, 47 cases (78%) related to eligibility. In collaboration with Consumers, Families and IRC Staff, the Fair Hearings and Legal Affairs Unit resolved 37 of the 60 cases (62%) without the need to go to a formal state level hearing.

There were 21 formal hearing decisions: Eligibility (18), Equipment: Walk-in Tub (1), Equipment: Van Modification (1), Supported Living Services (1). The Office of Administrative Hearings (OAH) found in IRC's favor in 19 cases and issued two split decisions (a decision partially in favor of both IRC and the Claimant). OAH dismissed two additional cases: one due to a failure to appear despite receiving notice and, the second, due to the Claimant filing a fair hearing request regarding the same issue that has already been decided by OAH (relitigating an eligibility decision).

WIC §4731 COMPLAINTS

Welfare and Institutions Code, section 4731 allows consumers, and anyone on behalf of a consumer, who believes that any right to which a consumer is entitled has been abused, punitively withheld, or improperly or unreasonably been denied by a regional center, developmental center or service provider, to file a complaint.

Since September 2016, IRC has responded to six WIC § 4731 Complaints, one of which was sent by the Complainant to DDS for a second level complaint appeal. There are four WIC § 4731 Complaints and one Citizen Comments & Complaint pending at this time.

VENDOR APPEALS

IRC has received five vendor appeals. Four appeals were filed by vendors requesting IRC to retroactively authorize a 4-bed Alternative Residential Model (ARM) rate. One vendor is appealing a Corrective Action Plan issued by IRC. One vendor decision has been rendered and four are pending at this time.

FORENSIC SERVICES

IRC takes an active role in advocating for consumers involved in the criminal justice system and serves as a liaison with the courts. IRC assists the courts by creating appropriate recommendations and treatment plans to best serve IRC's consumers and the community. The following is a brief listing of consumers involved with the criminal justice system:

There are 11 criminal cases currently referred to IRC's intake department to determine eligibility. Eligibility assessments are currently scheduled and pending. Of these, six are in custody.

There are 20 active juvenile criminal cases where either probation is involved or criminal proceedings are suspended and they are participating in some type of court-ordered plan.

There are approximately 110 adult criminal cases we are currently following on an ongoing basis:

FAIR HEARINGS & LEGAL AFFAIRS UNIT
September – December 2016

- Forty-three (43) cases have criminal proceedings suspended are on some type of court-ordered plan due to their developmental disability. Of these cases:
 - Seven consumers are residing at Porterville Developmental Center for competency training and treatment.
 - Three consumers are residing at Patton State Hospital for competency training and mental health treatment.
- Twenty-six (26) cases are currently pending. Usually, this means that these cases are in their early stages (i.e., awaiting the appointment of an attorney/public defender, awaiting court-ordered assessments or plans, etc.). Of these, 13 adult consumers are in custody.
- Forty-one (41) consumers are on probation.

LEGISLATION:

Upcoming Legislative Deadlines:

| | |
|---------|---|
| Jan. 1 | 2016 Statutes take effect. |
| Jan. 4 | Legislature reconvenes. |
| Jan. 10 | Budget must be submitted by Governor. |
| Jan. 20 | Last day to submit bill requests to the Office of Legislative Counsel |
| Feb. 17 | Last day for bills to be introduced. |
| Apr. 6 | Spring recess begins upon adjournment of this day's session. |
| Apr. 17 | Legislature reconvenes from Spring recess. |



Board of Trustee Report
Intake, Early Start, Clinical Services and
The Early Start Family Resource Network
November & December, 2016

Early Start and Early Start Clinic have settled into their new units since the re-organization several months ago. The changes were necessary to meet the demands of increasing caseloads and unit size. Infant Service Coordinators and their managers continue to coordinate the intake and services for about 4,500 children under the age of 36 months.

Family Resource Network coordinated a “Meet and Greet” of all units in building two, floor two. Others joined in too! Various units provided food and beverages as staff slowed down for a few moments to stop at each of the participant’s tables to meet staff they had not met before and chat about work and the individuals we serve. We will do this again as it was very helpful for ISCs and CSCs to get to know each other better.

Clinical Services continues to be involved in a large variety of activities and training of staff and community. Their staff includes psychologists, physicians, a nurse, an occupational therapist, a physical therapist, a nutritionist, a dental hygienist, a pharmacologist, and the very important clerical support staff.

The Intake team receives hundreds of calls from families and consumers requesting intake services every month. In order to provide friendly and efficient customer service, they are working to make the intake process easier for both the incoming community and staff. Stay tuned!

As the first anniversary of the terrorist attacks approached, the staff turned to each other for comfort and support. They shared stories and exchanged ideas on how to cope with the memories of that awful day just one year ago. I am very proud of the Early Start, Clinical, Family Resource Network and Intake Teams. They were able to stay focused on what is most important; the individuals we serve.

Submitted by Treva Webster