

**INLAND REGIONAL CENTER  
VENDOR ADVISORY COMMITTEE**

**MEETING**

**April 18, 2011**

**COMMITTEE MEMBERS PRESENT:** William Ames; Bob McGuire; Ruth Goodsell, Donita Remington, Kelly Snellings

**GUEST PRESENT:** Tena Meinders, Salem Christian Homes; Tammi Simpson, California Mentor; Karen Jones, PVW; Rich Yodites, BOT; Sharon Young, Young Interventions; Tina Eyraud, VEW; Joan Mossman, California Mentor; Carol Santa Cruz, ABLE; Lucy Esquero, ABLE; Melody Amaral, Wylie Center; Catherine Bennage, People's Care; Mark Antenucci, Independent Options; Ana Lorenz, EMQ; JJ Johnson, Wylie Center; Michael Hall, SLB, Inc.; Kenny Sengke, CWH; Michael & Joanne Foster, Shella Care Management; Sylvia Anderson, ISS; Paul Porter, ISS; Jeanine Harrell, Benson House; Maria Blaya, Maria Blaya; Delores Moon, ACI; Andrea Wells, Exceed; Elisha Hall, Maxim; Cheri Christensen, TLC Care Home; Aurora Arzate, Benson House; Roxana Jijji, ACI; Sarbjit Mann; Tina Smith, California Mentor; Colleen Hernandez, Sunny Days; Dominic Marlia; Therese Kragness, IBP; Ben Davidson, Premier Healthcare; Linda Heibst, Independent Options; Sharon Guillary, Genesis ARF;

**STAFF PRESENT:** Carol Fitzgibbons, Gina Gregory, Tiki Thompson, Sylvia Wackerman, Patti Harrold, Jennifer Cummings, Don Meza, Vince Toms, Kevin Urtz, Ceil Dickens, Elizabeth Conley, David Reyes, Diane Kimble, Lavinia Johnson, Felipe Garcia, Tesa Patterson, Janet Goehring, Margie Henderson, Sandra Guzman

**INTRODUCTIONS:** Donita Remington called the meeting to order at 10:05 a.m. and introductions were made.

**MINUTES:** Motion made to approve minutes of February 28, 2011 meeting M/S/C Goodsell/Snellings

**FINANCIAL:** Carol Fitzgibbons reported that we learned on Friday that we may experience a cash flow difficulty. We have not shared this information with our staff yet. We have enough money to get us through mid May. We will continue to make regular payments throughout April. We will then start talking to all of you and see if we can hold off on payments. We have not been able to establish any line of credit. Union Bank has not been very responsive and they have not given us a direct answer. We are going to begin to look at other banks to get a line of credit. This might mean that we will have to make a commitment and change banks. You, as vendors should also take a look at where you are at financially. As for Inland we will be taking a look at all our payments to see what we can hold off paying. We will keep you inform regarding the process. If you are doing business with other regional centers we encourage you to contact them as well. A lot of regional centers do business with Union Bank and have not received their response either. Question: What method are you using to communicate with us?

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Answer: List Serv, please be sure to sign up for the List Serv to get the latest communications as quickly as possible. Sign up forms are available to you here at our table. We also recommend that those of you that are part of other committees to pass the information along. Question: Does the budget need to be approved by July 1? Answer: Legally yes, but we have not had a budget signed on time for 20 years. Question: Is the Retro Pay Reduction going to take effect? Answer: Yes, we did receive word that the lawsuit was lost. We are waiting to receive information from the department.

**DAY PROGRAM:** Ruth Goodsell reported that Day Program vendors met last Thursday. We discussed the Trailer Bill Vendor Relief options. We talked about different personnel options, hours and ratios, all of the things outlined in the relief. We talked about reductions in hours, staggering, creativity and trying to get the most of quality services. We are meeting again on June 16 at 2:00 p.m. Ruth encouraged all day program vendors to attend.

**SPECIALIST:** Donita Remington reported that the 102 group has not met since our last meeting. Cal State had their annual event. They had a singer there who also performs at Disney who shared her life experience. If you know of anyone that would like to be highlighted at this event next year, please contact Donita. There is also a new flyer that just started to be circulated regarding the October 1<sup>st</sup> Sports Disability Event. It will be more exciting than last year.

**TRANSPORTATION:** William Ames reported that they met with 15 provider who reported spending 400 dollars more to transport. He will provide a flow or pie chart on the cost to operate. He also reported that some consumers are being terminated because they live too far out. Overall transporters love what they are doing but they are facing major concerns. Ruth Goodsell stated that in their Day Program Forum they talked about the different vehicle audits that Southwestern performs. Those who use personal vehicles have a home base and can be done there. Those who have 100 or 150 coaches that are not home we make arrangement to perform the inspections. When vehicles are out in the field we make arrangements to come to you. We are flexible and work with your schedule. Question: Not all transporters are under Southwestern. Not only do they get a CHP inspection but then a Southwestern inspection. Southwester does not always agree with the CHP Inspection. Southwestern sometimes have higher standards. Why do we have this duplication? Answer: We are working on this. There is confusion as to which vendors transport 10 passengers. There is a discrepancy as to what we have on file and to what we see out in the community. A letter was sent out to all vendors but only a few were returned. The regional center does not have the updated information regarding transporting consumers. If a vehicle is transporting 10 passengers, Southwestern will not be doing an inspection on that vehicle. Our goal is not to have a duplication of inspections. Question: We know of programs that have been operating for a couple of years and have not had an inspector by either Southwestern or CHP. Answer: It is based on safety factors. Q: Who all needs to be inspected? We need clarification. Answer: If you are being funded for transportation then your vehicle needs an inspection.

**RESIDENTIAL CARE FACILITIES:** Donita Remington reported that Sylvia Wackerman arranged for a licensing representative to attend their last meeting. Everyone appreciated all the information she provided. Some of the issues talked about at this meeting were 1) Regional center bring vendors in with 2 beds instead of 4 beds in the efforts of reducing vacancies. 2) Placements – weather the number of vacancies are considered or only consumer’s needs. 3) Concern with bias or favoritism especially if you have a CSC who does not like a particular vendor. 4) Clarification of Hep B was discussed. The next meeting is scheduled for May 23 at 10:00. Question: what is the vacation policy pertaining to taking a consumer on vacation? Answer: If a consumer chooses to go on vacation with the care provider it is considered allowable time. Question: What can a consumer pay for and what not? What is part of the Board and Care versus P & I? Answer: This should be discussed internally. Question: We have the P & I guidelines but there is some question as to can they pay towards the cost of gas or how many meals they can pay for? Answer: A Task Force Committee is being formed and they will look into this as well as the spend down issue. Debbie Mannon will be on this Task Force Committee. Question: Can CSCs bring the P & I report when they make their visits so they can make the vendor aware of the P & I balance? Answer: We can make it available for the CSCs and to the vendors on our web site.

**HEALTH FACILITIES:** Kelly Snellings reported the major concern is primarily rate reduction. Homes are facing a 10% rate cut. We are requesting everyone to send letters to their politicians. Carol Fitzgibbons mentioned that the health facilities as well as the regional center will be going on a payment plan. The regional center has to let the department know how much was paid for day program to the ICFs. Janet Goehring stated that fees will be paid for information supplied. ICF will receive a fee, quality assurance, regional center, day programs and transportation will also be able to bill for this. Question: Will vendors be receiving the paperwork? Answer: ICF will be filling out the paperwork and the regional center will be billing the ICF. Instructions will be provided at a later date. Question: Is this funding separate from Title 19? Answer: Yes. Question: What are we doing regarding dental? We are currently using P & I money. Answer: That it the best resources at this time. You can also talk to your CSC and have them speak with our clinical people.

**SOCIAL RECREATION:** Bob McGuire reported they had a Social Rec meeting in the beginning of March. They discussed the budget and the transition in supported living. They also discussed Compliance Review as pertaining to supported living hours. As vendors we need to look at how we document progress. You should not have a laundry goal for 10 years and note no progress. After 10 years if consumer has not learned how to do laundry, maybe laundry should not be a goal. We should ask ourselves – How are these hours being utilized? What are we doing to help with the progress? What can we do to meet this goal? Supported Living hours are being approved for up to 6 months after that CSC must return to compliance to review progress, goals and justify hours being requested. The next SLS meeting is schedule for this Friday, April 22 at 10:00 a.m. here at IRC.

**LEGISLATIVE REPORT:** Jennifer Cummings handed out a memo explaining the process of the IPP Planning Team. CSCs will assist in making recommendations about appropriate resources, generic or private, that are able to meet the consumer's needs. The final decision may not be made at the IPP meeting, but within 15 days the CSC will contact the consumer and/or family to discuss possible options and then make a decision with all parties involved. The process is outlined in Welfare and Institutions Code, Section 4646. Comment: as a day program provider we are finding that CSCs are not able to come to semi-annuals and we are seeing them spend less time with consumers. Question: When CSCs come to the day program they do not always go to the home. Why can't they come one month to the home then one month to the program? Answer: CSCs are suppose to visit the residential home every three months. This is a Title 17 requirement. The changes in frequency in visits are for consumers living on their own or living with the families. This was done to ease some of the workload of the CSCs. Anyone living in a Level 4I has to be seen at the program and at home. Comment: On the IPP Planning Memo section (f) Decisions are not always made during the visit. CSCs take too long in getting back to us. Question: would it be inappropriate for a care provider to attend the consumer's ISP at the program? Answer: That would be up to the consumer. Question: How about if the consumer is non verbal? Answer: it should be a team decision made at the IDT meeting. Question: Maria Blaya stated she has made several request to be invited to the IDT meeting and no one ever invites her. She does not know about the meeting until after the fact. Provider can be of help in these meetings. Answer: call the CSC and find out when the next meeting will take place. Typically providers are not needed to develop ISP goals unless there are severe behavioral goals.

**TRAINING REPORT:** Patti Harrold reminded everyone if they have not already signed up for the List Serv to do so. We have a few things coming up and will be sent out on the List Serv. Navigating the Judicial System for the Family Advocate is scheduled for May 7 from 9:30 to 2:30 in the IRC Conference Center. Beyond Autism workshop will be on April 30. This is geared for consumers or family members affected by Autism. Contact Janette Zito if you are interested in more information. Monte Carlo Night is schedule for Saturday, June 4. The CAC is working on the Consumer Forum. They are also thinking of moving the CAC meeting back to Monday nights. We are really excited to say we have been working on developing our new website. This will help increase the transparency and keep you all inform because we really do want to bridge any gaps we may have.

Keri and Angela from Westward Bound have been working with Carol and IRC ever since the audit results came out last year. We are taking many steps so that you are all involved and up to date with all the latest news. They showed and walked everyone through the new and improved IRC website. Question: will the calendar have the CEU training meetings? Answer: the training calendar will be posted on the website.

**OLD BUSINESS:** Donita reported that the VAC By Laws were approved by the Board of Directors. The Nomination Committee is working very hard. They are in the process of conducting interviews. We received 14-15 individuals interested in serving on this

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committee. Donita wanted to thank those who submitted their letter of interest and we hope to be making some recommendations soon. Donita also wanted to thank Ruth for taking on this project.

**NEW BUSINESS:** Sylvia Wackerman provided an updated vacancy list. She reported that the next residential meeting is scheduled for May 23, 2011.

Carol Fitzgibbons gave a quick update on the regional center being placed on probation earlier this year. The regional center needed to reply by mail by March 31 and we are happy to report we sent out our reply on March 30. We had to answer questions based on the outcome of the audit. Information on furniture inventory, negotiated rates, POS funds being used for Start Up, housing grants, bungalows project, procurement policy, Request for Proposals and communication. As of to date we have not had a response regarding the Conflict of Interest. We have 30 days to respond to the audit and then it will be made public. We will post it on our website. Carol asked everyone to help with the rumor mill. There will always be a regional center. The probation has to do with this contractor (Inland's Board). Our job is to provide information to our contractor and make them more interactive at the Board meetings. The regional center is not going away. Donita reported that she and Lavinia had the opportunity to attend Grass Root Day up in Sacramento and everyone that knew about the probation had very positive feedback about the regional center and about Carol. Question: Is the policy going to be placed on the website Answer: If you want a certain policy posted, please let us know. You can also get a lot of information from attending your service category meetings.

Donita presented a Certificate of Appreciation to Janet Goehring who after 36 ½ years with the regional center has decided to retire. On behalf of the vendor community, thank you Janet for everything you have done.

**PUBLIC INPUT:** Upcoming Meeting: The 102 group will be meeting on June 3, at 2:00 p.m.; Respite Committee is meeting on June 3 at 10:00 a.m.; Level 4 Provider meeting will meet on April 20 at 1:00 p.m. Transportation meeting on SIR reporting will be on April 21; Area Board 12 Professional Advisory Committee (PAC) meeting is scheduled for May 10 at 9:00 a.m.; Coalition meeting will be tomorrow, April 19. All of these meetings will be posted on the website.

**Next Meeting:** June 20, 2011 at 10:00 a.m.