

Inland Regional Center
Vendor Advisory Committee

Minutes

October 17, 2011

COMMITTEE MEMBERS PRESENT: Donita Remington, Specialist/Support Programs; Ruth Goodsell, Vocational Programs; Kelly Snellings, Health Facilities; Sharon Barton Maggio, Day Programs; Barry Solomon, Level 2-3; Elisha Hall, Respite Programs; Bob McGuire, Dennis Mattson and Tammi Simpson, Members At Large.

GUEST PRESENT: Jeanine Harrell, Benson House; Aurora Arzate, Benson House; Michael Brletich, In Unison; Jim Stream, ARC of Riverside; Johana Caris, CHP; Sharon Guillary, Genesis; Andrea Wells, Exceed; Stephen Aulman, AOK/In Unison; Leslie Raggrett, Community Options; Colleen Hernandez, Sunny Days; Susan LeBoenf, Chidren Developmental Hope Corp.; Cheri Christensen, TLC; Vicki Smith, AB12; Hazel Delgado, People's Care; Catherine Bennage, People's Care; JJ Johnson, Wylie Center; Maria Whithite, Agape Home; Darlene Bujanda, Treatment & Development, Inc.; Therese Kragness, IBP; Tori Mohmand, Alliance; Justin Trott, Premier Healthcare Services; Randy Mariano, Premier Healthcare Services; Corina Garay, OPARC, Alicia Haynes, In-Roads; Tena Meinders, Salem; Mareslyn Siihotang, Anyelir; Ludy Castro, Nelludy Ent.; Maria Mendila, Nelludy Ent.; Sylvia Chavez, Kenneth Homes; Karen Bujanda, AOK; Carol Santa Cruz, ABLE; Lucy Esquero, ABLE; Andrea Erickson, OPARC; Yvette Caldwell, SVS; Mike Foster, Shella Care; Nicki Denver, OPARC; Cassandra Sanders, Leaps and Bonds

STAFF PRESENT: Shani Roberts, Leilani Nguyen, Liz Conley, Kathy Decoud; Kevin Urtz; Ceil Dickens; Tesa Patterson; Jennifer Cummings; Christina Gonzalez-Peralta; Jon Kleiner; Sandra Guzman

INTRODUCTIONS: Donita Remington called the meeting to order at 10:06 a.m. and introductions were made.

MINUTES: Motion made to approve minutes of June 20, 2011 meeting as presented M/S/C Goodsell/Mattson

REGIONAL CENTER UPDATE: Carol Fitzgibbons reported that this year we need to save about 1.2 to 2 million dollars in OPS. We have implemented a Friday closure day. Staff will be working 2 hours less each Friday. Over a two week period, staff will be paid for 78 hours. This is a saving of approximately 750,000. Staff will also be taking the responsibility for paying 2% for their retirement. This will save us between 200,000 and 250,000. We are reviewing equipment leases, emailing versus mailing and cutting back wherever possible. Our OPS currently looks good but we will know more by the end of September. We cancelled the Family Resource Library contract effective December 31. We were using an outside vendor and we are now going to bring it in-

house through the Community and Training Unit. Families appreciate having access to the library so we will continue to keep it open. We did not receive any cuts to our POS budget but we did not receive any additional money either. Sylvia Wackerman will be working alongside the Directors on the Trailer Bill Language. There is a lot of work and paperwork to get through. Some of the things we are required to post on our website as the result of the Trailer Bill Language is the Transparency Policy and Whistleblower Policy. Probation information is now on our website. The POS Guidelines is almost complete. The Directors are reviewing one last time. We are hoping to post them in November. We have been holding community meetings. Some of you have been able to attend. We are receiving wonderful input and will be compiling all that information so we can work out how to implement some of those suggestions

VENDOR CATEGORY REPORTS:

Donita Remington asked the committee member to provide Sandra Guzman with a copy of the meeting of their Pre VAC meetings. If at all possible, please send them electronically to Sguzman@Inlandrc.org

DAY PROGRAM: Donita Remington reported that in September day programs were invited to meet and discuss the issue of the half day billing. Out of this meeting came the suggestion to do a survey as how this would impact the day program. Copies of this survey were distributed and discussed. The group suggested that a small group of day program vendors meet with Ms. Fitzgibbons to ensure their concerns are understood. Other issues were discussed but the half day billing seemed to be a priority for all vendors. Sharon Barton will be sending an email reminder for this group's Pre VAC meeting.

HEALTH FACILITIES: Kelly Snellings reported that the ICFs biggest issues are the cuts they are facing. The governor wants to cut ICFs by 10%. Originally ICFs were supposed to receive an increase but was immediately challenged. ICFs do not know whether they will receive the increased promised in 2008 or the 10% cut. ADHC programs are slated to be cut as well. This will affect ICFs and residential facilities. Next Pre VAC meeting is scheduled for November 16. Please contact Kelly if you have any questions.

INFANT/CHILDREN PROGRAMS: No Report

RESIDENTIAL SERVICES LEVEL 2-3: Barry Solomon reported they had a Pre VAC meeting in July. At this meeting they invited Mr. Jim Stream who has an excellent background on Legislative issues and knowledge on Bills that affects vendors. The Pre VAC meetings for this group are scheduled for the third Monday of every odd month. They had a great attendance in our last meeting. These meetings give vendors an excellent opportunity to express concerns to their representatives and they will bring them up at the VAC meeting. A concern that came up in the last meeting was the IPP process. Many facilities feel they are not involved in the process. The recommendation was that CSCs receive more training on how to involve care providers and day programs

in this process. The P & I Committee, which consist of vendors and IRC staff have drafted guidelines and are awaiting final approval from IRC. Spend Downs will be the next thing that will be worked on. Mr. Solomon had a question regarding where does the money go if a consumer does not attend day program? Can the money go to the facility since they have to have staff there for the consumer that was not unable to attend day program? Why should the money be return to the general funds? Answer: No, the money cannot be given to the facility. It is in the regulations that any money not used must be returned to the general funds. Mr. Solomon stated that vendors usually hammer IRC on some issues but some of them are laws and cannot be changed unless we go to Sacramento and request them to make the changes. Mr. Solomon also mention that he is in the process of collecting information and a survey will be sent out next month via email. If anyone has not given their email address to Mr. Solomon he will not be able to get the survey out. The next Pre VAC meeting is scheduled for Monday, November 21.

RESPITE PROGRAMS: Elisha Hall reported they had a meeting on October 11 and will continue to have ongoing meetings every even month. They were able to meet the QA Liaison and he was able to define with them what his role would be. Ken Willits from the Audit department was also present at this meeting. Vendors had the freedom to express their concerns and relationship with IRC. Mr. Hall hopes to have more people attend these meetings. The next meeting is scheduled for December 15. Some vendors will be attending today's training here at IRC on the E-billing process. Depending on today's outcome, Mr. Hall may invite POS to the next meeting. Mr. Hall also mentioned AB89 not going through which would have affected a lot of respite vendors.

SLS: Bob McGuire gave a report in Tina Eyraud's absence. Mr. McGuire reported that some SLS vendors met with Carol Fitzgibbons and Vince Toms on October 7. The purpose of the meeting was to look at how hours are determined and the how the process is done as a whole. SLS vendors were feeling like they were being placed out of business. IRC has a process in place where they review SLS services every 6 months. The process is outlined in Title 17 and it states that in order to make any changes an IDT meeting needs to take place and vendors need to document a little more clearer to ensure the needs of the consumers are being met. Maybe have a training can be done so that we can all be better trained in this process. The SLS group had their Pre VAC meeting on October 13 with their IRC liaison. The next Pre VAC meeting is scheduled for December 8.

SPECIALIST/SUPPORT PROGRAMS: Donita Remington reported the 102 vendor group met on October 4. Some of the issues discussed were the lack of referrals and vacancies in the programs. Ms. Remington suggested to this group if they want to avoid having billing problems they should contact Mary Lou Paras and schedule a training on the electronic billing. She also stated that this vendor meeting has really changed for the better. It is now vendor driven. If vendors are not participating in the Pre VAC meetings, they need to, they need to get involved.

TRANSPORTATION: William Ames reported the transportation group had their Pre VAC meeting on October 12. Only 5 people were present. Holiday or lack of holiday

pay was discussed at this meeting. Mr. Ames reported that it takes \$72 dollars to operate on a holiday and only receive \$12 dollars in pay. Another issues discussed were the pickup times versus the day program start times. The next meeting is scheduled for December 14.

VOCATIONAL PROGRAMS: Ruth Goodsell reported regular Pre VAC meeting have not yet been scheduled but will be done soon. Ms. Goodsell reported that a meeting with the Department of Rehab, DDS and IRC is scheduled for tomorrow here at IRC at 10:00. Ms. Goodsell strongly encourages everyone to attend. The Coalition meeting is scheduled for Wednesday, October 18 at 10:00 in the Route 66 room here in the Conference Center.

MEMBERS AT LARGE: No report

LEGISLATIVE COMMITTEE REPORT: Barry Solomon submitted a written Legislative Report and went over some of the trailer bill language passed with this year's budget. Ms. Solomon invited Norma Jones, IRC's Program Auditor to explain the new audit requirements. Ms. Jones explained the Section 4652.5 which was added to the Welfare & Institution Code effective March 24, 2011. The new law requiring an annual audit or review of an entity's financial statement is effective for all fiscal years ending after March 24, 2011. If the entity has a March 31 fiscal year end, the first audit would apply for expenditures from April 1, 2010 through March 31, 2011. A copy of the letter send to all service providers was distributed for reference. The vast majority of vendors follow the calendar year therefore; the first annual audit would apply for expenditures incurred from January 1, 2011 through December 31, 2011. The law is pretty clear where it states it has to be an independent audit. Instructions from DDS to the regional center are for the regional center to set a deadline. IRC chose to set the due date of six months after the end of the fiscal year. Mr. Solomon reported that Jennifer Cummings will be the Legislative contact for IRC. She will be tracking any Bills that pertain to us. She can be reached at Jcummings@Inlandrc.org if you need have a question, have information for her or would like something to be tracked.

MEMBERSHIP REPORT: Ruth Goodsell thanked the Membership Committee for all their work and effort. Ms. Goodsell reported we still have a Level 4 and a Behavioral Mod vacancy. We received five letters of interest for the Level 4 position and none for the B-Mod. Interviews for the Level 4 position were completed this morning and the committee is making the recommendation that Tena Meinders be appointed as our Level 4 representative. Motion made to appoint Tena Meinders as the Level 4 representative M/S/C Solomon/Barton.

Dennis Mattson with the assistance of Tammi Simpson will be willing assist in the Behavioral Management Programs position until this position is filled. Ms. Remington thanked Mr. Mattson and Ms. Simpson for their offer and the committee decided to place this position on hold until they have an interest in this category. Motion made to place this position on hold until there is an interest M/S/C Mattson/McGuire

Ms. Remington thanked Ms. Goodsell for leading this committee.

TRAINING OFFERINGS: Patti Harrold reported that a list of events and continual communications can be found on our website. We have a vendor section where we can post your surveys or any information you would like to share with other vendors. Any information you would like us to post can be routed to Pharrold@Inlandrc.org. Once it is approved, we will post it on our website or in the weekly guide. She encouraged everyone to visit our website regularly. You will find a lot of helpful information.

PERFORMANCE CONTRACT: Paula Fortun-Baldwin presented the draft Performance Contract for year 2012. The Performance Contract contains goals the Department wants the regional center to work on. Comments are welcome. Please send your comments to Paula at Pbaldwin@Inlandrc.org. The Performance Contract is a way to measure our goals on a yearly basis. Ms. Forthun-Baldwin plans to gain input and present the Performance Contract for final approval at the November Board meeting.

RESOURCES: Donita Remington stated we received information on a Worker's Comp Company who offers insurance at a low rate. We will have more information for you at our next meeting. Elisha Hall stated he had a good resource that can help with the audits. He will bring that information to our next meeting as well.

CURRENT LIAISON LIST: A current list of Liaisons was provided.

FINANCIAL MANAGEMENT SERVICES: IRC is seeking qualified applicants to provide FMS to consumers and/or families who receive vouchered services. This is an RFP opportunity that is posted on our website. This pertains to anyone that is using the voucher services for transportation, respite and day care. We are looking for an organization that is interested in becoming the financial mediator. Anyone interested can forward their proposal to Ceil Dickens by October 31, 2011.

PUBLIC INPUT:

- 1) Suggestion: Send information via phone messages to vendors that do not have access to a computer or who don't care to go onto their computers.
- 2) Can the afterhours phone number on the website? *The afterhours phone number is (909) 820-3900.*
- 3) Does this committee have an Infant/Children Programs representative? This category has not had a Pre VAC meeting. *Sharon Young is the Infant/Children Representative and can be reached via email. Her email address is Sharon.young@younginterventions.com. Your IRC Liaison is Jon Kleiner and he can assist in setting these meetings up.*
- 4) It takes a considerable time to get a copy of the IPP. At times it has taken over three months. Is there any way to get copies faster? Maybe CSCs can bring a laptop and print a copy at the meeting and then no one has to wait. *We do not have the ability to provide each CSC with their own laptop. We will look into this and see where the delay is.*

- 5) Some of us are waiting to sign our contract. Do you know when that will be? *We will be working on them next week.*

Next Meeting: December 19, 2011 at 10:00 a.m.

Meeting adjourned