

SAN GABRIEL/POMONA **REGIONAL CENTER**

NOTICE OF TRAINING

Notice is hereby given that the Board of Directors of the San Gabriel/Pomona Valleys Developmental Services, Inc. will hold their monthly Board meeting on the following date and at the listed location:

DATE: Wednesday, October 28, 2020

TIME: 7:15 p.m.

**PLACE: San Gabriel/Pomona Regional Center
75 Rancho Camino Drive
Pomona, CA 91766**

**THE TRAINING SESSION
IS OPEN TO THE PUBLIC VIA
VIDEOCONFERENCE.**

**Join Zoom Meeting:
Meeting ID: 234 566 141
Password: 916227**

The upcoming meeting will be convened via videoconference.

75 Rancho Camino Drive, Pomona, CA 91766
(909) 620-7722

Program of San Gabriel/Pomona Valleys Developmental Services, Inc.

SAN GABRIEL/POMONA
REGIONAL CENTER
75 Rancho Camino Drive
Pomona, CA 91766

MEETING AGENDA
BOARD OF DIRECTORS MEETING
 (Meets 4th Wednesday of each Month)

Wednesday, October 28, 2020 at 7:15 p.m.
Videoconference Meeting

BOARD OF DIRECTORS

Gisele Ragusa, Board President	Shannon Hines, Secretary
Sheila James, 1st Vice President	Mary Soldato, Treasurer
Julie Chetney, 2nd Vice President	David Bernstein, VAC Chairperson
Georgina Molina	Preeti Subramaniam
Daniel Rodriguez	John Randall (LOA)
Natalie Webber	Penne Fode
Sherry Meng	Julie Lopez

		ACTION	MATERIAL	COLOR
7:15 - 7:25	CALL TO ORDER (Gisele Ragusa, President)	None	None	None
	• Roll Call	Quorum	None	None
	• Review Agenda	Info	Attached	White
7:25 – 7:30	GENERAL PUBLIC INPUT	Info	None	None
7:30 – 7:40	BOARD RECOGNITION – The Martinez Family	Info	None	None
7:40 – 7:45	CONTRACT REVIEW By Lucina Galarza, Director of Community Services	Action	None	None
7:45 – 8:45	SPECIAL PRESENTATION National Core Indicators: SG/PRC's Most Recent Survey Results By Carol Tomblin, Director of Community Outreach and Compliance	Info	None	None
8:45 – 8:50	OTHER BOARD & COMMUNITY ANNOUNCEMENTS	Info	None	None

ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING

	EXECUTIVE SESSION - None	Info	None	None
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**SAN GABRIEL/POMONA REGIONAL CENTER
DEVELOPMENTAL SERVICES, INC.
BOARD OF DIRECTORS
DRAFT Minutes of the Meeting of the Board of Directors
(A California Corporation)**

September 23, 2020

ATTENDANCE

The following members of the Board of Director's were present at said meeting:

PRESENT:

Gisele Ragusa
Sheila James
Julie Chetney
David Bernstein
Preeti Subramaniam
Shannon Hines
Natalie Webber
Georgina Molina
Sherry Meng
Penne Fode
Julie Lopez
Mary Soldato

GUESTS:

Sofia Cervantes
Jacqueline Gaytan
Bruce Cruickshank
Herminio Maximo
Joseph Huang

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Carol Tomblin, Director of Compliance
Joe Alvarez, Associate Director of Clinical Services
Daniela Santana, Director of Client Services
Roy Doronila, Chief Financial Officer
Johnny Pang, IT Manager
Lisa Brady, Interim Exec. Assistant in Management
Jessi Lagos, Service Coordinator
Esther Sibal, Client Services Manager, ASUI
Yvonne Gratianne, Communications & Public Relations
Erika Gomez, Exec. Assistant BOD

ABSENT:

John Randall (LOA)
Daniel Rodriguez

A. CALL TO ORDER:

Gisele Ragusa, Board President, called the meeting to order at 7:15 p.m. Roll call was taken, and a quorum was established.

- The agenda was reviewed and there was an addition: abc 7 news story – Board recognition
- The minutes for the August 26, 2020 meeting were reviewed and approved by the Board with the following changes:
 - Spelling of Sherry Meng
 - Deletion of Anabel Franco and Joseph Huang
 - Page 5, section K – should say tenant

M/S/C (Soldato & Hines) The Board approved the minutes.

Abstain: Molina

B. PUBLIC INPUT:

Carol Tomblin, Director of Compliance, shared that there is going to be a community meeting on October 27, 2020 about the Performance Contract Process.

C. BOARD RECOGNITION

Jessi Lagos, Service Coordinator, spoke about an individual she serves who was featured on Live with Kelly and Ryan about the pop-up party they have for his friends who he misses since not seeing them at day program. The Board will recognize the family with a certificate.

M/S/C (Soldato & James) The Board approved the recognition.

D. SPECIAL PRESENTATION: Community Living Options Offered Through SGPRC

Esther Sibal, Client Services Manager, ASUI, spoke on the following:

- Community Living Options
- Independent Living Skills
- Supported Living Services Programs
- Adult Family Home Agencies
- Community Care Facilities
- General Resident Criteria
- Specialized Residential Facilities
- Adult Residential Facilities for People with Special Health Care Needs
- Delayed Egress/Secured Perimeter Homes
- Enhanced Behavioral Supports Home
- Facilities Licensed by the California Department of Health Services
- Intermediate Care Facility – Developmentally Disabled
- Intermediate Care Facility – Developmentally Disabled/Habilitative
- Intermediate Care Facility – Developmentally Disabled/Nursing

E. EXECUTIVE/FINANCE COMMITTEE

Roy Doronila, Chief Financial Officer Consultant, reported on the following:

Financial Report

Operations

- Based on the A-6 contract amendment, the allocation is projected to meet

expenditure projections, resulting in a slight deficit of \$107,690. The operations allocation for fiscal year 2019-20 is currently \$34,986,084 with projected expenditures of \$35,093,774

- For the month of June, the supplemental 2 claim, expenditures were \$951,980 and staff have spent \$33,765,700 year to date, with expenditures remaining of \$1,328,074
- *Restricted Funds:*
 1. The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.
 2. The Foster Grandparent/Senior Companion, includes both programs: North (Lanterman) and South (Fairview), have a current allocation in the amount of \$1,140,094 with projected expenditures for the year in the amount of \$1,127,965 which leaves an allocation balance of \$12,129.
 3. The Community Placement Plan (CPP) and DC ongoing Workload operations allocation is currently at \$1,801,704. Expenditures for the year are projected to be \$1,921,523 resulting in an allocation deficit of \$119,819 which staff expect to be funded in future allocations or to be funded from regular Operations if no additional CPP funds are allocated.

Purchase of Services - Based on the A-6 contract amendment, the total for Purchase of Services allocation is in the amount of \$250,605,281 which includes CPP, Community Placement Plan and HCBS, Home and Community- Based Services

For the month of June 2nd supplemental, net expenditures were \$4,032,262 with year-to-date expenditures for services totaling \$240,679,190. Projected expenditures and late bills remaining are in the amount of \$6,668,144 leaving a surplus of \$3,257,947.

POS expenses related to COVID19 are included in these projections, under the “other items section.” Staff are keeping track of these unforeseen expenditures. Encumbrances are now through September 30, 2020 and will be projected in fiscal year 2020-21.

Contracts Review - Presented by Lucina Galarza, Director of Community Services

- *Vocational Innovations*
- *Inmotion*

The Board reviewed the contracts based on their policy for contracts over \$250,000.

M/S/C (Soldato & Chetney)

Abstain: Bernstein & Fode

F. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE

Dr. Gisele Ragusa, on behalf of Daniel Rodriguez, shared that the committee discussed the Community Outreach Report, the measures that SG/PRC has taken regarding Covid-19 as well as potential legislative strategies.

G. CLIENT SERVICES ADVISORY COMMITTEE

Shannon Hines reported that the committee received a special presentation on Mental Health issues brought on by Covid-19.

H. VENDOR ADVISORY COMMITTEE (VAC)

David Bernstein shared that the Service Providers continue having weekly Covid-19 meetings via videoconference. Vendors continue discussions about alternate services.

I. STRATEGIC DEVELOPMENT COMMITTEE

Julie Chetney shared that the committee discussed mentorship opportunities and the strategic timeline as it relates to the website. They also spoke about the Board bylaws which may be ready for the Board to review at the October meeting.

J. BOARD OVERVIEW

Dr. Gisele Ragusa shared the following information:

- Bylaws –The Board will likely vote on the revised Bylaws in October.
- Board Training Plan – Dr. Ragusa sent a memorandum to DDS that includes the Board’s process, topics, schedule and evaluation as it pertains to its training plan.
- ARCA – ARCA is reviewing the errors in the contract. The Board delegates meet monthly and ARCA will have a full meeting shortly,

K. EXECUTIVE DIRECTOR’S REPORT:

Anthony Hill, Executive Director, discussed SG/PRC's continuous response to Covid-19:

- Workforce is currently at 95% working remotely.
- Established a sophisticated temperature and mask test when entering the building for those working on-site and for the public.
- Staff can come in to the office for necessary tasks.
- Intake and Early Start assessments have start up again and are operating fully.
- DDS has added language to the contract that changed the reporting requirements for regional centers as well as the frequency. In response, staff started doing queries to gather the appropriate information.
- Directors continue to meet every morning to assess the latest COVID-19 information.
- SG/PRC continues to host weekly COVID-19 Vendor Advisory Committee Meetings (on Mondays) and weekly Community Meetings (on Tuesdays).
- Joe Alvarez provided individual stats on COVID-19; spoke about the spikes, presented information on the DDS report to the Committee.
- Lucina Galarza reported on hot spots and updated strategies with respect to information technology/remote options such as a Lending Library. She also reported on the surge registries that are in place.
- Construction is going well; the Board will be updated.

EXECUTIVE SESSION

None

Next meeting on Wednesday, October 28, 2020 at 7:15 p.m.

BOARD MINUTES FROM THE SEPTEMBER 23, 2020 MEETING

Submitted by:

Shannon Hines, Board Secretary

Date

SAN GABRIEL/POMONA
REGIONAL CENTER

Committee Reports & Information



Sept. – October 2020

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
DRAFT Executive/Finance Committee Meeting Minutes**

October 14, 2020

PRESENT

Gisele Ragusa, President
Sheila James, 1st VP
Mary Soldato, Treasurer
Shannon Hines, Secretary
Natalie Webber, Director

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Roy Doronila, Chief Financial Officer
Daniela Santana, Director of Client Services
Raquel Sandoval, Director of Human Resources
Joe Alvarez, Director of Clinical Services
Lisa Brady, Interim Exec. Asst. (Mgmt.)
Erika Gomez, Executive Assistant - BOD

GUESTS:

ABSENT:

Daniel Rodriguez, Director
Julie Chetney, 2nd VP

**ACTIONS TAKEN BY THE EXECUTIVE/FINANCE COMMITTEE
PURSUANT TO SECTION 20.04 OF THE BYLAWS**

All actions taken by the Executive/Finance Committee on behalf of the Board of Directors shall be reported at the next meeting of the Board. The actions taken by the Executive/ Finance Committee at this meeting were:

Approval of Financial Report- For the month of June 2020, for services paid through September 21, 2020

ITEMS DISCUSSED

A. CALL TO ORDER

Gisele Ragusa, Board President, called the meeting to order at 7:19 pm. A Quorum was established.

The Committee reviewed and approved the minutes from the September 9, 2020 meeting.

(M/S/C James & Soldato) The committee approved the minutes.

B. PUBLIC INPUT:

None

C. FINANCIAL REPORT

Roy Doronila, Chief Financial Officer, reported on the following:

Financial Report

Operations

- Based on the A-6 contract amendment, the allocation is projected to meet expenditure projections. The operations allocation for fiscal year 2019-20 is currently \$34,986,084 with projected expenditures of \$34,986,084.
- The supplemental claim #3 amounted to \$72,290 and the year-to-date expenditures is \$33,837,989, with projected remaining expenditures of \$1,148,095. The most recent projections reflects a remaining balance \$230,818, all of which are being set aside to offset the projected deficit in CPP.
- The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.
- The Foster Grandparent/Senior Companion programs have a current allocation in the amount of \$1,140,094 with projected expenditures for the year in the amount of \$1,140,094 which leaves an allocation balance of \$0. The Fairview program is included in this amount.
- The Community Placement Plan (CPP) and DC ongoing Workload operations allocation is currently at \$1,801,704. Expenditures for the year are projected to be \$2,032,523 resulting in an allocation deficit of \$230,819 which is expected to be funded in future allocations or to be funded from regular Operations if no additional CPP funds are allocated.
- The Purchase of Service Projections were based on the A-6 contract amendment and actual expenditures through the 3rd supplemental claim. The A6 POS allocation is \$250,605,281 which includes CPP and HCBS funding. The 3rd supplemental claim amounted to 2,020,561 bringing the year-to-date expenditures for services to \$242,514,783. Projected expenditures and late bills remaining are in the amount of \$244,550,856 leaving a surplus of \$3,347,565. POS expenses related to COVID19 are included in these projections, under the “other items” section. Staff are keeping track of these unforeseen expenditures. CPP and HCBS expenditures are broken down in separate lines and projected to be within the allocated amount.

(M/S/C Hines & Soldato) The committee approved the Financial Report.

B-1 Contract – This was received and electronically signed and approved.

D. CONTRACTS FOR REVIEW

Lucina Galarza, Director of Community Services, presented the following contracts:

- California Mentor AFHA -
- Continental Post Acute LLC -
- Quick Transport -

The committee decided to recommend the contracts to the Board for their review.

E. BOARD OVERVIEW

Board President Dr. Gisele Ragusa reported on the following:

- Agenda for the October 28, 2020 Board Meeting:
 - Special Presentation/Training
- Agenda items for the November 18, 2020 Executive Finance Committee meeting:
 - Financial Report
 - Board Mentorship
 - Covid-19
- Electronic Materials – Staff explained how based on the Board’s strategic timeline, starting in January 2021, there will be a drive for all their Committee and Board materials.

F. INFORMATION

Anthony Hill, Executive Director reported the following:

- Cares Act – SG/PRC applied for this additional funding opportunity through Medicaid service hours. Staff are awaiting the funding to be deposited soon.
- Lending Library – SG/PRC in partnership with The Parents’ Place, is helping families who have not had remote access to telehealth, IFSP/IPP, day program, college courses or parent training because of lack access to technology by providing a technological devise and/or connectivity.

G. COVID-19 UPDATE:

Anthony Hill, Executive Director reported the following regarding Covid-19:

- Workforce is currently at 95% working remotely.
- Intake and Early Start assessments are operating at full scope and by appointment only.
- Directors continue to meet every morning to assess the latest COVID-19

information.

- SG/PRC continues to host weekly COVID-19 Vendor Advisory Committee Meetings (on Mondays) and weekly Community Meetings (on Tuesdays).
- Joe Alvarez provided individual stats on COVID-19; spoke about the spikes, presented information on the DDS report to the Committee.
- Lucina Galarza reported on hot spots and updated on the Reengagement Plan for Providers.
- Daniela Santana spoke about the check in programs to assure that the individuals served are receiving the support they need during the pandemic.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on November 18, 2020 at 7:15 p.m. via teleconference.

EXECUTIVE SESSION – There was a closed session regarding a personnel matter.

SAN GABRIEL/POMONA REGIONAL CENTER
PURCHASE OF SERVICES FUND FINANCIAL REPORT

FISCAL YEAR 2019-20

PAYMENTS THROUGH SEPTEMBER 21, 2020 FOR SERVICES PROVIDED THROUGH JUNE 30, 2020

100.0% OF YEAR ELAPSED

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CONTRACT ALLOCATIONS	Regular POS	CPP	HCBS	Total			
A Preliminary Allocation (Regular POS)	188,642,272			188,642,272			
A-1 Allocation - 8/30/2019	51,627,748			51,627,748			
A-2 Allocation - 10/10/2019		1,590,900		1,590,900			
A-3 Allocation - 1/3/2020	7,628,401			7,628,401			
A-4 Allocation (OPS only)							
A-5 Allocation (OPS only)							
A-6 Allocation - 6/05/2020		48,100	1,067,860	1,115,960			
Total Contract Allocation	247,898,421	1,639,000	1,067,860	250,605,281			
				C plus E			
	A	B	C	D	E	F	G
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	YTD & Projected as percent of Allocation
Total POS Actual & Projected Expenditures		2,104,265	242,783,455	96.9%	4,474,262	247,257,716	98.66%
OUT OF HOME CARE							
Community Care Facilities		63,235	87,437,859	35.3%	16,459	87,454,318	35.3%
ICF/SNF Facilities		4,660	446,657	0.2%	13,699	460,356	0.2%
Total Out of Home Care		67,895	87,884,516	35.5%	30,159	87,914,674	35.5%
DAY PROGRAMS							
Day Care		473,011	8,554,891	3.5%	183,944	8,738,835	3.5%
Day Training		74,291	51,741,749	20.9%	176,877	51,918,627	20.9%
Supported Employment		49,584	5,769,400	2.3%	61,222	5,830,621	2.4%
Work Activity Program		118,389	2,721,228	1.1%	3,478	2,724,706	1.1%
Total Day Programs		715,275	68,787,268	27.7%	425,521	69,212,789	27.9%
OTHER SERVICES							
Non-Medical: Professional		85,756	6,604,343	2.7%	155,645	6,759,988	2.7%
Non-Medical: Programs		154,423	15,237,630	6.1%	211,758	15,449,388	6.2%
Home Care: Programs		48,421	2,693,978	1.1%	102,738	2,796,716	1.1%
Transportation		2,139	6,804,325	2.7%	9,831	6,814,156	2.7%
Transportation Contracts		(1,695)	7,790,051	3.1%	22,855	7,812,907	3.2%
Prevention		112,483	12,415,164	5.0%	89,049	12,504,213	5.0%
Other Authorized Services		80,628	14,643,805	5.9%	54,480	14,698,285	5.9%
Personal and Incidentals		(35)	153,831	0.1%	228	154,059	0.1%
Hospital Care		0	574,470	0.2%	0	574,470	0.2%

SAN GABRIEL/POMONA REGIONAL CENTER
PURCHASE OF SERVICES FUND FINANCIAL REPORT

FISCAL YEAR 2019-20

PAYMENTS THROUGH SEPTEMBER 21, 2020 FOR SERVICES PROVIDED THROUGH JUNE 30, 2020

100.0% OF YEAR ELAPSED

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	C plus E					YTD & Projected as percent of Allocation		
	A	B	C	D	E		F	G
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures		Total Projected Expenditures	
Medical Equipment		0	16,180	0.0%	966	17,146	0.0%	
Medical Service: Professional		33,208	1,600,620	0.6%	79,544	1,680,164	0.7%	
Medical Service: Programs		65,094	2,071,601	0.8%	34,891	2,106,492	0.8%	
Respite: In Own Home		389,044	16,694,681	6.7%	43,745	16,738,426	6.8%	
Respite: Out of Home		0	18,276	0.0%	94,101	112,377	0.0%	
Camps		0	30,847	0.0%	20,646	51,493	0.0%	
Total Other Services		969,467	87,349,802	35.2%	920,478	88,270,280	35.6%	
Total Estimated Cost of Current Services		1,752,637	244,021,586	98.4%	1,376,158	245,397,744	99.0%	
<u>OTHER ITEMS</u>								
Estimated Cost of COVID19 expenses		272,013	4,855,609	2.0%	659,915	5,515,525	2.2%	
Total Other Items		272,013	4,855,609	2.0%	659,915	5,515,525	2.2%	
Total Purchase of Services		2,024,650	248,877,195	100.4%	2,036,073	250,913,269	101.2%	
Deduct: Estimated Receipts from Intermediate Care Facilities for State Plan Amendment Services		(4,089)	(6,362,412)	-2.6%	0	(6,362,412)	-2.6%	
Expenditures Regular POS (Net of HCBS & CPP)	247,898,421	2,020,561	242,514,783	97.8%	2,036,073	244,550,856	98.6%	
Projected Allocation Balance (Deficit) Regular POS						3,347,565	1.4%	
<u>COMMUNITY PLACEMENT PLAN and HOME COMMUNITY BASED SERVICES</u>								
Home Community Based Services	1,067,860	0	76,400	7.2%	991,460	1,067,860	100.0%	
Community Placement Plan (inc. CRDP)	1,639,000	83,704	192,272	11.7%	1,446,728	1,639,000	100.0%	
Allocation Balance (Deficit) CPP and HCBS						0	0.0%	
Total Projected Allocation Balance (Deficit) Regular & Community Placement Plan POS						3,347,565	1.3%	

SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT

FISCAL YEAR 2019-20

PAYMENTS THROUGH SEPTEMBER 21, 2020 FOR SERVICES PROVIDED THROUGH JUNE 30, 2020

100.0% OF YEAR ELAPSED

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	Regular	CPP/CRDP	Family Resource Center	Foster Grandparents	Covid	Total			
							D plus F	A minus G	
<u>CONTRACT ALLOCATIONS</u>									
A Preliminary Allocation	25,140,182					25,140,182			
A-1 Allocation - 08/30/2019	4,128,921		154,564	1,140,094		5,423,579			
A-2 Allocation - 10/10/2019	1,552,044	1,614,376				3,166,420			
A-3 Allocation - 01/03/2020	247,402	172,096				419,498			
A-4 Allocation - 02/02/2020	244,792					244,792			
A-5 Allocation - 03/16/2020	353,746	15,232				368,978			
A-6 Allocation - 06/05/2020					222,635	222,635			
Total Operations Contract Allocation	31,667,087	1,801,704	154,564	1,140,094	222,635	34,986,084			
	A	B	C	D	E	F	G	H	I
	Current Allocation	% of Allocation	Current Month Expenditures Supp#3	Year-to-Date Expenditures July - June	YTD Actual as % of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	Projected Balance Remaining Amount	Percent
Total Operations - Actual and Projected Expenditures	34,986,084	100.00%	72,290	33,837,989	96.7%	1,148,095	34,986,084	0	0.00%
<u>PERSONAL SERVICES (REGULAR OPERATIONS)</u>									
Salaries	20,909,349	65.57%	14,907	20,594,829	64.6%	228,000	20,822,829	86,520	0.27%
Retirement (includes 403B)	2,582,305	8.10%	0	2,537,037	8.0%	18,240	2,555,277	27,028	0.08%
Social Security (OASDI)	286,627	0.90%	(15,333)	276,166	0.9%	3,306	279,472	7,154	0.02%
Health Benefits/Long Term Care	1,816,249	5.70%	0	1,794,470	5.6%	2,712	1,797,182	19,068	0.06%
Worker's Comp Insurance	206,367	0.65%	0	203,688	0.6%	0	203,688	2,679	0.01%
Unemployment Insurance	30,500	0.10%	0	30,307	0.1%	0	30,307	193	0.00%
Non-Industrial Disability/Life Insurance	94,092	0.30%	0	83,768	0.3%	0	83,768	10,324	0.03%
Clinical Consultants - Consumer Services	103,554	0.32%	(338)	91,886	0.3%	10,260	102,146	1,408	0.00%
Total Personal Services (Regular Operations)	26,029,043	81.62%	(764)	25,612,150	80.3%	262,518	25,874,668	154,374	0.48%
<u>OPERATING EXPENSES (REGULAR OPERATIONS)</u>									
Equipment Rental	55,000	0.17%	0	53,589	0.2%	0	53,589	1,411	0.00%
Equipment Maintenance	14,000	0.04%	0	13,347	0.0%	0	13,347	653	0.00%
Facility Rent	2,628,000	8.24%	0	2,628,000	8.2%	0	2,628,000	0	0.00%
Facility Maintenance	31,500	0.10%	0	31,114	0.1%	0	31,114	386	0.00%
Communications (postage, phones)	374,000	1.17%	0	371,704	1.2%	0	371,704	2,296	0.01%
General Office Expense	178,000	0.56%	752	141,464	0.4%	30,837	172,301	5,699	0.02%
Printing	35,820	0.11%	0	35,818	0.1%	0	35,818	2	0.00%
Insurance	181,000	0.57%	0	180,564	0.6%	0	180,564	436	0.00%
Data Processing	108,000	0.34%	0	107,360	0.3%	0	107,360	640	0.00%
Data Processing Maintenance / Licenses	168,000	0.53%	0	167,494	0.5%	0	167,494	506	0.00%
Interest Expense	0	0.00%	0	0	0.0%	0	0	0	0.00%
Bank Service Fees	1,000	0.00%	0	953	0.0%	0	953	47	0.00%
Legal Fees	240,000	0.75%	16,307	187,817	0.6%	50,000	237,817	2,183	0.01%
Board of Directors Expense	16,000	0.05%	0	15,099	0.0%	0	15,099	901	0.00%
Accounting Fees	65,000	0.20%	7,500	9,500	0.0%	55,500	65,000	0	0.00%
Equipment Purchases	1,325,000	4.15%	26,998	976,719	3.1%	339,500	1,316,219	8,781	0.03%

SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT

FISCAL YEAR 2019-20

PAYMENTS THROUGH SEPTEMBER 21, 2020 FOR SERVICES PROVIDED THROUGH JUNE 30, 2020

100.0% OF YEAR ELAPSED

**DRAFT
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						D plus F	A minus G		
	A	B	C	D	E	F	G	H	I
	Current Allocation	% of Allocation	Current Month Expenditures Supp#2	Year-to-Date Expenditures July - June	YTD Actual as % of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	Projected Balance Remaining Amount	Percent
Contractor & Consultants - Adm Services	161,719	0.51%	6,300	106,264	0.3%	51,235	157,499	4,220	0.01%
Contract - ABX2 Disparities	269,140	0.84%	15,537	98,874	0.3%	170,266	269,140	(0)	0.00%
Travel/mileage reimbursement	215,000	0.67%	250	210,093	0.7%	0	210,093	4,907	0.02%
ARCA Dues	80,500	0.25%	0	80,458	0.3%	0	80,458	42	0.00%
General Expenses	41,000	0.13%	0	38,473	0.1%	0	38,473	2,527	0.01%
Total Operating Expenses (Regular Operations)	6,187,679	19.40%	73,643	5,454,702	17.1%	697,338	6,152,040	35,639	0.11%
Total Personal Services & Operating Expenses (Regular Operations)	32,216,722	101.03%	72,880	31,066,852	97.4%	959,856	32,026,708	190,013	0.60%
OTHER INCOME									
Interest & Other Income	(327,000)	-1.03%	(90)	(367,805)	-1.2%	0	(367,805)	40,805	0.13%
Total Personal Services & Operating Expenses Net of Other Income (Regular Operations)	31,889,722	100.00%	72,790	30,699,047	96.3%	959,856	31,658,903	230,818	0.72%
RESTRICTED FUNDS									
Family Resource Center Expenses	154,564	100.00%	0	154,555	100.0%	9	154,564	0	0.00%
Foster Grandparent/Senior Companion Expenses	1,140,094	100.00%	(500)	1,062,864	93.2%	77,230	1,140,094	(0)	0.00%
Community Placement Plan Expenses	1,801,704	100.00%	0	1,921,523	106.7%	111,000	2,032,523	(230,819)	-11.36%
Total Restricted Funds	3,096,362		(500)	3,138,942	99.2%	188,239	3,327,181	(230,819)	-6.94%
Total Expenses (Including Restricted Funds)	34,986,084		72,290	33,837,989	96.7%	1,148,095	34,986,084	(0)	0.00%
Less: Balance of Restricted Funds	0							(0)	
Total Allocation Balance (Deficit)	0							0	

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.**

**COMMUNITY RELATIONS/
LEGISLATIVE COMMITTEE**

MINUTES FROM THE SEPTEMBER 16, 2020 MEETING

The following committee members were present at said meeting:

PRESENT

Gisele Ragusa
Joseph Huang
Natalie Webber
Penne Fode

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Carol Tomblin, Director of Compliance
Aaron Christian, Director of Client Services
Daniela Santana, Manager, Fair Hearing and
Behavioral Services
Joe Alvarez, Associate Director of Clinical Services
Xochitl Gonzalez, Community Outreach Specialist
Lisa Brady, Interim Executive Assistant –
Management
Yvonne Gratianne, Manager of Community & Public
Relations
Johnny Pang, IT Manager
Erika Gomez, Executive Assistant- Board of
Directors

ABSENT:

Daniel Rodriguez (Chair)
Rachel McGrath
Georgina Molina

RECOMMENDED BOARD ACTIONS

The Community Relations/Legislative Committee recommends the following:

None

CALL TO ORDER

Dr. Gisele Ragusa, called the meeting to order at 6:04 pm, on behalf of Daniel Rodriguez, Chairperson. A quorum was not immediately established but was

established moments after roll call.

The minutes from August 19, 2020 were reviewed and approved.
M/S/C (Fode & Huang) The committee approved the minutes.
Abstain: Webber

PUBLIC INPUT

None

COMMUNITY OUTREACH MONTHLY REPORT*

Carol Tomblin, Director of Compliance, presented the monthly Outreach Report.
The Community Outreach Specialist have focused on the following projects:

- Progress/Status of Continuing POS Equity Projects Funded by DDS FY 19-20 Disparity Program Grants
- Ongoing Projects Previously Funded
- Other Equity Related Activities non-supported with Disparity Grant Funds
- Family Support/ Training
- Outreach/ Events Participation
- Other major activities of the Compliance and Outreach Department

SG/PRC BYLAWS DISCUSSION

Dr. Ragusa shared that the ad hoc committee will meet this weekend to work on the revised amendments. The Board will likely review and approve the amended bylaws in October.

LEGISLATIVE ISSUES & OTHER INFORMATION

- Strategies for Legislative Outreach – Staff will continue to work on building relationships with legislators. The committee members were encouraged to reach out to set up meetings. There was discussion about having a zoom meeting with a well-rounded team to educate legislators about the regional center system and the response to Covid-19.
- Bobcat Fire - Mr. Anthony Hill, Executive Director, shared with the committee about the Bobcat fire. A small segment of the community is affected; three individuals served were subject to evacuations on September 13, 2020. Staff called to identify if there were unmet needs that SG/PRC could assist with. All families were able to secure a place in case they need to evacuate.
- Daniela Santana will be the Director of Client Services upon Mr. Christian's transition to DDS.

SG/PRC UPDATES AND ACTION/RESPONSE TO COVID-19

Mr. Hill and staff gave updates regarding SG/PRC's response to the current situation to the Coronavirus (COVID-19) health crisis including:

- Workforce is currently at 95% working remotely.
- Established a sophisticated temperature and mask test when entering the building for those working on-site and for the public.
- Staff can come in to the office for necessary tasks.
- Intake and Early Start assessments have start up again and are operating fully.
- DDS surveyed 370,000 individuals served to gauge the level of support provided by the regional center through the pandemic.
- There was an update about the reengagement from the community services perspective as well as case management perspective.
- There was an update on small school cohorts that will allow in person services for children that need special education services.
- DDS has added language to the contract that changed the reporting requirements for regional centers as well as the frequency. In response, staff started doing queries to gather the appropriate information.
- Directors continue to meet every morning to assess the latest COVID-19 information.
- SG/PRC continues to host weekly COVID-19 Vendor Advisory Committee Meetings (on Mondays) and weekly Community Meetings (on Tuesdays).
- Joe Alvarez provided individual stats on COVID-19; spoke about the spikes, presented information on the DDS report to the Committee.
- Lucina Galarza reported on hot spots and updated strategies with respect to information technology/remote options such as a Lending Library. She also reported on the surge registries that are in place.
- Aaron Christian discussed PPE distribution. He is working with transporter vendors to make contactless distributions.

AGENDA FOR 9/16/2020

- Community Outreach Report
- Covid-19 Update
- Strategies for Legislative Outreach
- Abc 7 video

ADJOURNMENT:

Next meeting is on for October 21, 2020 via videoconference.

Community Outreach Team Monthly Report

Community Outreach Team	Director: Carol Tomblin
	Community Outreach Specialists: Xochitl Gonzalez, Amos Byun
Report Date	Month of August 2020
Report to	Community Relations Committee of the SG/PRC Board of Directors
Progress/Status of Continuing Equity Projects Funded by DDS FY19-20 Disparity Program Grants	<ul style="list-style-type: none"> • <u>Parent Mentor Initiative (PMI)</u> – Please note that Alma Family Services provides monthly reports for the Parent Mentor Initiative (PMI) project on the 15th of each month for the previous month. The reports to this committee are prepared the week prior to receipt of the PMI reports. Consequently, this section will always reflect a prior month’s activities. <p style="margin-left: 40px;">Alma continues to provide support remotely to the families participating in PMI. In the month of July, there were six (6) additional referrals, for a total of 300 parents referred since the inception of PMI. Six (6) families were matched. There were six (6) graduates in July, bringing the total of 114 graduates. There were 98 hours of mentoring provided to 45 participants. To date, 6,001 hours of PMI mentoring has been provided to 198 SG/PRC families. Families that graduated continue to request ongoing support. They are encouraged to seek other trainings and/or participate in a support group. The goal is for parents to continue to grow in their advocacy for their family member – to be more competent and feel more confident in getting the services and supports needed for their family member.</p> • <u>Navigating the Regional Center System (NRCS) – Navigating the Regional Center System (NRCS)</u> – The first remote NRCS Spanish-language workshop series was conducted in partnership with Axolot in the month of August. <p style="margin-left: 40px;">Several families had to drop out due to technical difficulties. These families were referred to Parents’ Place for technical support. Some returned to this series after the training; other families that had technical difficulties decided to wait for a later workshop series.</p> <p style="margin-left: 40px;"><u>Attendance:</u> Module 1 (8/1) -- 21 participants; Module 2 (8/8) -- 14 participants; Module 3 (8/15) --14 participants; Module 4 (8/22) --11 Participants; Module 5 (8/29) --10 participants.</p> <p style="margin-left: 40px;"><u>Graduates:</u> There were nine (9) graduates for this first NRCS 2020 Series, meaning that they attended all five modules. A zoom party video was made to help families celebrate their accomplishments. The video was a street party animation with families’ faces integrated. The families asked for the Axolot team to play the video twice. The written feedback received was very positive.</p>

	<p>Next workshop series: Simultaneous registration is taking place for the second and third NRCS workshop series. NRCS (2), which will be in Spanish language, will begin 9/9/20; and NRCS (3) in English language will begin 10/24/20. Participants from NRCS (1) will be able to make up missed sessions in NRCS (2). Without counting those planning to make up missed modules, the registration for NRCS (2) is now at 25. Registration for NRCS (3) English is now at 19.</p> <ul style="list-style-type: none"> • <u>Webinar development and hosting for parent training</u> – Amos created three of five modules of Navigating Regional Center System English version in August and continued to work on the rest of two modules to complete the NRCS webinar and post it on the SG/PRC parent portal by the end of September 2020. • <u>Vietnamese Outreach Specialists</u> –this project is on hold at the present.
<p>On-going projects previously funded</p>	<ul style="list-style-type: none"> • <u>Understanding My Child’s Disability (UMCD) Online Series (Previously known as Introductory Curriculum for Families)</u> – Amos continued working on creating last two modules of “Understanding My Child’s Disability” series, and completed the fourth module and posted on SG/PRC Parent Portal for community review. The last module of Autism will be completed and posted on the portal for community review in the middle of September 2020. All five modules in UMCD English version will be completed by the end of September 2020, and it will be completed translated in Spanish, Chinese, Vietnamese and Korean, then posted on the SG/PRC Parent Portal by the end of November 2020.
<p>Other Equity-Related Activities not supported with Disparity Grant Funds.</p>	<ul style="list-style-type: none"> • <u>Support of CBO Equity Project</u> – In the up-coming months the Parenting Black Children (PBC) group will be very active with outreach. The first activity was distributing PPE to the community through partnership with local African American Churches. SG/PRC has provided our material to help outreach efforts.
<p>Family Support/ Training</p>	<ul style="list-style-type: none"> • <u>Translation for Korean families</u> – Amos provided verbal translation for a home visit dental clinic via Zoom, a psych consultation meeting, an annual IPP meeting, several meetings with SC and manager via Zoom and telephone conferences, and a telephone meeting with ABA provider and parent. Amos also translated an Authorization to obtain or release information (Form 202) for Early Intervention department. • <u>Facilitating ADEPT ABA Korean Study Group</u> – Amos organized an ADEPT ABA Korean study group through Korean Parent Support Group California (KPSG CA) and started facilitating the four weeks Saturday small group study on 8/22/2020. Total of five Korean mothers, including 3 SG/PRC mothers, participated.

	<ul style="list-style-type: none"> • Filipino American Support Group: Next meeting will take place on 9/26/2020. Please see attached flyer. This group welcomes all English-Speaking Families registered with SG/PRC.
<p>Outreach/Events Participation</p>	<ul style="list-style-type: none"> • <u>Connecting with existing groups to provide remote training opportunities for families:</u> On 8/8/2020, Amos facilitated a remote workshop provided by Aimee Delgado for FFDY, Chinese parent support group, to provide SSI related information. One of FFDY parent translated the meeting for more than 26 participants who joined the Zoom workshop. After the meeting, parents reported that they appreciated the workshop and asked for more workshops to be made available remotely.
<p>Other Major Activities of the Compliance and Outreach Department</p>	<ul style="list-style-type: none"> • Weekly Community Meetings: Xochitl continues to assist Edith Aburto, who provides Spanish translation for the weekly Community Zoom meetings, by managing the questions submitted through the Chat function. • 8/12th -- Xochitl conducted a Community Meeting in Spanish to present FY18-19 Disparity Data and SG/PRC's Equity Projects update. There were 16 Individuals who participate via Zoom. Parents provided feedback that they were happy with the training opportunities that had been provided for Spanish-speaking families. They were pleased to know that the equity projects have assisted families to have more access to generic and regional center services. Families reported that having the option of remote training was highly valued. Partnerships with the Parents' Place was also valued; when the regional center and the Parents' Place work together, families in need are better served. Collaboration with partners like the Parents' Place was very important to these participants, and they wanted to see SG/PRC continue this practice. • 8/26th – Carol presented the Disparity Data for FY18-19 and the current Equity Projects via zoom. There were 38 individuals on the Zoom presentation, including some vendors, SG/PRC staff members and Aimee Delgado of OCRA. • 8/26th – Carol presented on the Performance Contract to the Board of Directors, which included a power point overview of the background and annual process, the end-of-year report for 2019, the mid-year progress report for 2020, the approved performance contract language for 2020, and a discussion of the next steps. Guidelines for the 2021 Performance Contract measures have not been released by DDS.



**SAN GABRIEL/POMONA
REGIONAL CENTER**

**Client Services/Advisory Committee
Wednesday, October 28, 2020 at 6:00 p.m.
Videoconference Meeting**

Committee Members:

Staff:

Shannon Hines, Co-Chairperson
Sheila James, Co-Chairperson
Mary Soldato
Preeti Subramaniam
Daniel Clancy
Herminio Escalante
David Grisey (LOA)

Jenny Needham
Julie Lopez
Sherry Meng
Ning Yang
Louis Jones
John Randall
Victor Guzman
Ardena Bartlett

Anthony Hill
Lucina Galarza
Daniela Santana
Joe Alvarez
Erika Gomez
Elisa Herzog

AGENDA

- **Call to Order – Chairperson, Shannon Hines (6:00 – 6:05)
- Approve Minutes of September 23, 2020 Meeting**

- **Public Comment (6:05 – 6:10)**

- **Action Item: None**

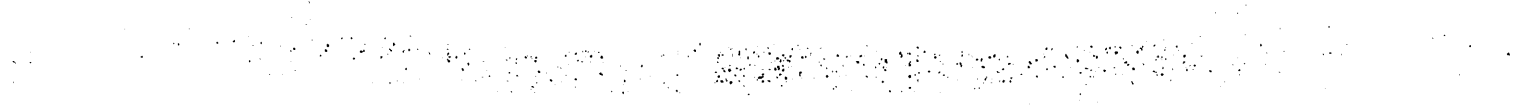
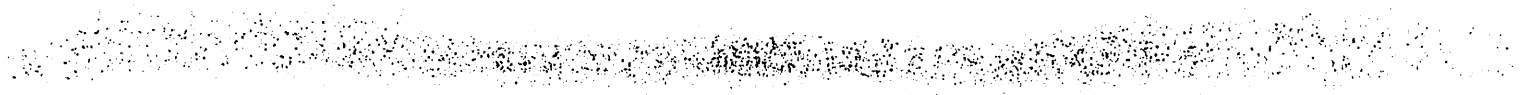
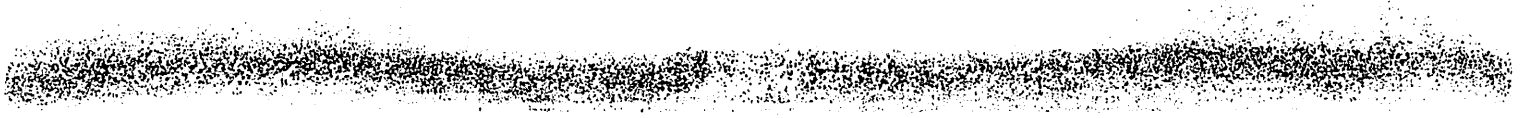
- **Client Advocate – Elisa Herzog (6:10 – 6:15)**

(6:15 – 6:45) – Special Presentation “Community Outreach Efforts – Parenting Black Children” By Ardena Bartlett

(6:45 – 7:00) Committee Information

Shannon Hines and Sheila James, Chairs, Lucina Galarza, Director of Community Services and Daniela Santana, Director of Client Services

- **Future Training Topics – To be determined by Committee Members**
- **Self Determination Advisory Committee Meetings & Updates**
- **App and Mental Health Therapy by Anthony Hill, Executive Director and Staff**
- **Coronavirus Update by Anthony Hill, Executive Director and Staff**
- **Agenda for December 9, 2020 (No meeting in November)**



**SAN GABRIEL/POMONA REGIONAL CENTER
DEVELOPMENTALSERVICES, INC.**

Minutes of the Meeting of the Client Services /Advisory Committee

September 23, 2020

A regular meeting of the Client Services/Advisory Committee was held on Wednesday, August 26, 2020. The following committee members were present at said meeting:

PRESENT

Mary Soldato
Pretti Subramaniam
Shannon Hines
Sheila James
Ardena Bartlett
Julie Lopez
Sherry Meng
Jenny Needham
Herminio Escalante

STAFF:

Anthony Hill
Lucina Galarza
Aaron Christian
Joe Alvarez
Carol Tomblin
Amos Byun
Eliza Herzog
Erika Gomez
Lisa Brady

GUESTS:

Gisele Ragusa
Sam Yi

ABSENT:

Victor Guzman
Daniel Clancy
David Grisey (LOA)
John Randall
Ning Yang
Louis Jones

ITEMS DISCUSSED

A. CALL TO ORDER

Shannon Hines called the meeting to order at 6:02 pm
A quorum was established.

The minutes of the August 26, 2020 meeting were approved with the following changes: Shannon Hines called the meeting to order at 6:02pm and Ardena Bartlett was not present.

M/S/C (James/Subramaniam) The committee approved the minutes.

Abstain: Bartlett

B. PUBLIC COMMENT – None

C. CLIENT ADVOCATE – Elisa Herzog spoke about the following:

- Census deadline is September 30, 2020

- Election Day Options for individual with disabilities
- Abilities Virtual Experience
- Center for Healthcare Rights – Medicare Open Enrollment

D. SPECIAL PRESENTATION - “Signs & Symptoms of Mental Health Conditions”

Joe Alvarez, Director of Clinical Services, spoke about the following issues

- Depression and Anxiety
- Counseling and Hotline Resources
- Managing Stress with Covid-19
- Self-Destructive Behaviors
- Coping Skills and Exercises
- Signs and Symptoms of Mental Health
- Treatment Strategies
- Anxiety Disorders

E. FUTURE TRAINING TOPICS – The committee asked that the Covid 19 update be shortened and that there start to be monthly trainings. The committee agreed on the following training topic:

- **October 28, 2020 – Community Outreach: Parenting Black Children**

F. BOARD BYLAWS – After the recommended changes are made, the Board will review the amendments and will vote on the Bylaws, possibly in October.

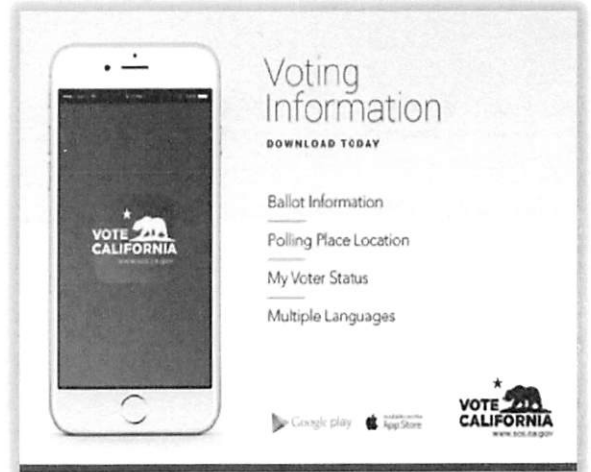
G. SELF DETERMINATION - There are biweekly meetings. SG/PRC staff resumed “meet and greet” sessions. The session was offered in Spanish this month. SG/PRC is also having Self Determination clinics for staff.

H. COVID-19 DIRECTOR’S REPORT -Anthony Hill, Executive Director
Due to the time constraint this area was not reported on.

I. ADJOURN

Chairperson Shannon Hines adjourned the meeting.

The next Client Services/Advisory Committee meeting is scheduled for Wednesday, October 28, 2020 via videoconference.



ELECTION DAY IS NOVEMBER 3

REGISTRATION DEADLINES

ONLINE: OCTOBER 19
IN PERSON: NOVEMBER 3

BY MAIL: POSTMARKED BY
OCTOBER 19

ABSENTEE BALLOT DEADLINES

REQUEST: OCTOBER 27

RETURN BY MAIL: POSTMARKED BY NOVEMBER 3

RETURN IN PERSON: NOVEMBER 3 BY 8:00 P.M.

EARLY VOTING

OCTOBER 5 - NOVEMBER 2, BUT DATES AND HOURS MAY VARY BASED ON
WHERE YOU LIVE

ADDITIONAL INFORMATION

YOU CAN ALSO REGISTER AND VOTE ON ELECTION DAY

ABILITIES VIRTUAL EXPERIENCE

November 20-22, 2020

Online Globally

Accessible 24 hours a day starting Friday, 9 am PST

Live host, workshops and adaptive activities: 9 am - 5 pm PST

REGISTER FOR FREE

<https://www.abilities.com/virtual/>

And it's better than ever! We kept everything you loved about the first one and improved on everything you didn't. What's so great about VE2?

SO MUCH! Topping your wish list was greater interactivity, engagement and more of a live show feel. Done!

Access to products and resources to supercharge your independence.

Opt-in chat capability with exhibitor reps and other attendees.

A new Live Host Channel where a popular personality from the disability community will conduct interviews, engage directly with you and emcee the virtual event.

Interactive schedule of workshops rather than on-demand sessions. Don't miss workshops on boosting immunity, bathroom and kitchen modifications, travel, parenting with a disability and more.

More cool stuff to see in the virtual booths including live product demos, show promos, etc. Virtual dance instruction, adaptive fitness, service dog demos and that's just for starters.

Discussion forums to gain and share expertise. Don't see a topic that fits...start one of your own.

Advanced filtering to find what you are looking for.

Better accessibility. The Live Host, Workshops and Event channels will be captioned and ASL-interpreted. The platform will be responsive to all devices and screen reader friendly.

Are you registered yet?

Even with all the bells and whistles, VE2 is free.

Get registered today <https://www.abilities.com/virtual/> and join us November 20-22!



Center for Health Care Rights

or, to refer a client to us: use the CHCR Client Referral Form [here](#)

**To schedule an appointment to speak with one of our counselors, please contact us at
1-800-824-0780**

Save money and get the best coverage!
It is worth taking time to compare

MEDICARE OPEN ENROLLMENT

OCTOBER 15 - DECEMBER 7



A local Medicare counselor can:

- Help you compare your current Medicare health or drug plan with other Medicare plan choices
- Help you sign up for a new plan
- Help you avoid high-pressure sales tactics

**To find a counselor near you, call:
1-800-824-0780**



We have found safe, creative, and socially distanced solutions to continue serving you during the COVID-19 pandemic.



Administration for Community Living
Office of Healthcare Information and Counseling
MANAGING THROUGH COVID-19 WORK GROUP - SEPTEMBER 2020

The Center for Health Care Rights is a nonprofit health care advocacy organization that provides free, unbiased Medicare and related health insurance education, counseling, and legal services to Los Angeles County residents. Visit www.healthcarerights.org to learn more

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
VENDOR ADVISORY COMMITTEE MINUTES**

October 1, 2020

The following committee members were in attendance at said meeting:

PRESENT:

David Bernstein, Chairperson
Olaf Luevano
Nicole Mirikitani
Valerie Donelson
Jay Bhavsar
Bryan Chacon
Rosalind Ford
Bryan Chacon
Vanessa Besack
Susan Stroebel
Charmayne Ross
Nancy Bunker

STAFF:

Anthony Hill, Executive Director
Daniela Santana, Director of Client Services
Joe Alvarez, Associate Director of Clinical Services
Jaime Anabalón, Manager of Quality Assurance
Johnny Pang, Manager of IT
Erika Gomez, Exec. Assistant – BOD
Lisa Brady, Interim Exec. Assistant - Management

MEMBERS ABSENT:

Michelle Mainez
Jose Mendoza
Baldo Paseta

RECOMMENDED ACTIONS

THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:

None

A. CALL TO ORDER

David Bernstein called the meeting to order at 10:04 a.m. A quorum was established. Introductions were made of the VAC members and staff participating via videoconference.

The minutes from the September 3, 2020 meeting were approved.
M/S/C (Mirikitani & Stroebel) The committee approved the minutes.

B. STAFFING - SHORTAGES AND STRATEGIES

There was a discussion among the members about staffing issues that included the following:

- There has not been a lot of change, positively or negatively.

C. RE-ENTRY PLANS

The following areas were discussed about the re-entry plans:

- There is a lack of referrals for Early Start
- Fairness with referrals
- Necessary clarity of the referral process
- Working together
- There are concerns about opening in November because providers do not know how much they will get paid.

D. VENDOR CATEGORY REPORTS

Adult Programs

Vocational – Olaf Luevano and Vanessa Besack shared the following:

- It is important to try to stay ahead of what may come up and be proactive.
- There are communication challenges with Service Coordinators, it seems not all the information shared with providers is being communicated with those in case management.
- Vanessa Besack's program started sending out personalized packets to individuals served via their program's transportation tier.

Adult Day – Rosalind Ford reported that the subcommittee had a meeting where the main topic was the reengagement plans. She also shared that for Supportive Employment, some individuals are participating again while others are furloughed.

Infant & Children Services

Infant Development Program – Charmayne Ross informed that The Parents' Place is handing out free PPE equipment in packs of six. They are also offering help to parents in early intervention and special education with a support group via zoom. Lastly, there was a conversation about SG/PRC's new encryption system and its challenges. Mr. Hill would like her to meet with Johnny Pang, IT Manager and Mr. Bernstein to further discuss this matter.

Transportation

Baldo Paseta was not present.

Independent Living Services

ILS Services – Nicole Mirikitani had nothing to report.

SLS Services – Nancy Bunker shared that the California Community Living Network is working on offering trainings. She also spoke about the issues pertaining to staffing and encouraged others to speak up on it. While it is getting better for her program, it continues to be an issue statewide.

Residential Services

ICF – David Bernstein spoke about the challenges in maintaining staff.

CCF – Jay Bhavsar and Valerie Donelson reported that the individuals served love the drive by/pop ups from their day programs. They also love their packets. There was a short discussion about what type of foods are allowed and safe as gifts.

Specialized- Michelle Mainez was not present.

Other Vendored Services- Bryan Chacon reported the providers in his category are working on a face to face approach to get individuals back in the office.

At Large- Susan Strobel stated that more families are choosing face to face services in alternative locations. She also shared that Mt. Sac students are eligible to receive free food.

E. SG/PRC STAFF UPDATEs

Staff gave updates about the following:

- SG/PRC in partnership with The Parents' Place, is helping families who have not had remote access to telehealth, IFSP/IPP, day program, college courses or parent training because of lack access to technology by providing a technological devise and/or connectivity.
- Jaime Anabalon is now the contact for PPE.

PUBLIC COMMENTS

None

MEETING ADJOURNED

The next regular meeting will be held on November 5, 2020 at 10:00 a.m.

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
STRATEGIC DEVELOPMENT COMMITTEE MINUTES**

October 14, 2020

The following committee members were present at said meeting.

MEMBERS:

Julie Chetney, Chairperson
Dr. Gisele Ragusa
Bruce Cruickshank
Bill Stewart

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Aaron Christian, Director of Client Services
Joe Alvarez, Director of Clinical Services
Daniela Santa, Director of Community Services
Lisa Brady, Interim Exec. Asst. (Mgmt.)
Erika Gomez, Executive Assistant - BOD

GUESTS:

MEMBERS ABSENT:

Anabel Franco

RECOMMENDED BOARD ACTIONS

**THE STRATEGIC DEVELOPMENT COMMITTEE RECOMMENDS THAT
THEY TAKE ACTION ON THE FOLLOWING:**

None.

ITEMS DISCUSSED

A. CALL TO ORDER

Julie Chetney called the meeting to order at 6:04 p.m. A Quorum was established.

The Minutes from the September 9, 2020 meeting were approved.

M/S/C (Stewart & Cruickshank) The committee approved the minutes.

B. PUBLIC INPUT

None

C. GOALS AND OBJECTIVES

Mentorship – The committee discussed what this program should consist of and the expectations. The following are the ideas that were shared:

- All new members (Committee and Board) should have a mentor
- Mentorship should start before the individual becomes a member
- The mentor should be appointed the responsibility of introducing the new member
- The mentor should serve as a coach by following up and debriefing with the new member after each meeting
- Mentor should check in with the member if a meeting is missed
- The mentors should be members of the Board
- Currently, two new Board members need a mentor

Orientation – Mr. Cruickshank will send a list of ideas of what the new materials for the orientation packet should look like.

Strategic Timeline Related to the Website – Staff met with Juile Chetney and Dr. Ragusa to come up with a plan for this project. The major objective is to move resources to be electronic. Effective January 2021, staff will create a google drive for all Board and committee members where all their materials for each meeting will be accessible.

D. BOARD COMPOSITION

The annual Board Composition was sent to DDS. The SG/PRC Board of Directors is short on Hispanic and Asian representation, one in each area. DDS responded and would like a Plan of Action from SG/PRC about the areas that are out of compliance.

E. COVID-19 UPDATE

Anthony Hill, Executive Director reported the following regarding Covid-19:

- Workforce is currently at 95% working remotely.
- Intake and Early Start assessments are operating at full scope and by appointment only.
- Directors continue to meet every morning to assess the latest COVID-19 information.

- SG/PRC continues to host weekly COVID-19 Vendor Advisory Committee Meetings (on Mondays) and weekly Community Meetings (on Tuesdays).
- Joe Alvarez provided individual stats on COVID-19; spoke about the spikes, presented information on the DDS report to the Committee.
- Lucina Galarza reported on hot spots
- Daniela Santana spoke about the check in programs to assure that the individuals served are receiving the support they need during the pandemic.

F. AGENDA FOR NOVEMBER 18, 2020

- Mentorship
- Board Orientation

G. ADJOURNED

Meeting adjourned.

The next Strategic Development Committee meeting is scheduled for Wednesday, November 18, 2020.

Board/Committees Attachments & Community Announcements

For materials shared at meetings, please go to www.sgprc.org

Board and Committees End of the Year Schedule for 2020

Board and Committees	November 2020 Meeting Dates	December 2020 Meeting Dates
Vendor Advisory Committee	Thursday, November 5 th at 10am Meeting ID: 814 4268 9109 Password: 123456	Thursday, December 3 rd Meeting ID: 814 4268 9109 Password: 123456
Community Relations/Legislative Committee	Wednesday, November 18 th at 5pm Meeting ID: 826 6063 0982 Password: 411119	
Strategic Development Committee	Wednesday, November 18 th at 6pm Meeting ID: 228 582 293 Password: 597260	
Executive Finance Committee	Wednesday, November 18 th at 7:15pm Meeting ID: 854 9794 7630 Password: 453276	
Client Services/Advisory Committee		Wednesday, December 9 th at 6pm Meeting ID: 988 615 875 Password: 667011
Board of Directors		Wednesday, December 9 th at 7:15pm Meeting ID: 554 037 986 Password: 451204

Due to the upcoming holidays, including Veteran's Day (11/11/2020), above is the schedule for the Board and Committees for November and December. The regular meeting schedule will resume in January 2021.

SAN GABRIEL/POMONA REGIONAL CENTER

Please join us on
Wednesday, October 28th, 2020
starting at 7:15 p.m.

As part of the Board of Directors meeting and training, you are invited to join in a discussion about the National Core Indicators (NCI) -- SG/PRC's results from the two most recent surveys.

Your ideas will help us
better serve our SG/PRC community.

Topics to be Discussed:

- In-Person Survey (IPS) – FY 17-18
- Child Family Survey (CFS) – FY 18-19
- Comparison of results from statewide surveys with results for SG/PRC.

This meeting will be convened via video-conference due to the necessity to maintain social distancing.

zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/234566141?pwd=RTJXK1NPM292bktTREI3dWpzdDJQZz09>

Meeting ID: 234 566 141

Password: 916227

Or you can use your phone to connect to the meeting by calling 1-669-900-6833.
Then select the meeting ID and password.

For questions regarding this meeting, including additional translations needed, please contact Carol Tomblin at 909-868-7521 or ctomblin@sgprc.org

Visit the SG/PRC Website at www.sgprc.org



Navigating the Regional Center System



An Informative 5-Module Parent Workshop Series

These workshops will be held via ZOOM
Log in link will be given at registration confirmation

Workshops will be held on 5 consecutive Saturdays from 9:00 a.m. to 11:30 a.m.

Module 1 - October 24th

The Regional Center Purpose

Module 2 - October 31st

A Parents Grief & the Collaboration with the Regional Center

Module 3 - November 7th

Person Center Thinking and the IPP

Module 4 - November 14th

The Process to have Access to Resources and Services

Module 5 - November 21st

Parent Empowerment and the Fair Hearing Process



REGISTER NOW

[CLICK HERE](#)

"After completing the workshop, I felt very informed and empowered by the information I learned. It's already making a difference for my sons." -*Testimony from an SG/PRC Parent*

[TO READ MORE TESTIMONIES FROM OTHER PARENTS, CLICK HERE](#)

Critical Issues Forum

Addressing important, new or current issues that may affect the delivery and accessibility of service to individuals served by SG/PRC.

Join us on
Wednesday, October 28, 2020
10 a.m. to noon

Topic:
**Alternative Service Delivery Model
and Protocol for Re-Engagement**

This information is important for families and individuals to understand SG/PRC Service delivery during this COVID-19 Health Crisis.

Meeting will be through Zoom Platform
Click on link to automatically open to meeting
<https://us02web.zoom.us/j/86196156172>

Meeting ID: 861 9615 6172
By Telephone:

Simultaneous Spanish translations will be provided

For more information , please call
Xochitl Gonzalez, Community Outreach Specialist at
(909) 868-7738 or email at xgonzalez@sgprc.org

SAN GABRIEL/POMONA REGIONAL CENTER

October 28, 2020

TO: Dr. Gisele Ragusa, Board President & Board of Directors
San Gabriel / Pomona Valleys Developmental Services, Inc.

FROM: Anthony Hill, M.A. J.D. Esq.
Executive Director

RE: Executive Director's Report

SG/PRC Critical Business Functions

SG/PRC employees are resilient, and we admire their "goodwill", follow-through and commitment to serving our community and each other. Our consultants, and service providers are our frontline heroes that have always been there, every second, every minute and every day making certain that individuals served do not have unmet needs. We admire all of you. Your leadership model is inspirational and heartfelt.

Our office is open for all business functions on an appointment basis. We are practicing and implementing robust health and safety protocols, including cleaning and sanitizing our office space throughout the day. All SG/PRC employees, consultants and visitors are required to pass a temperature screening check station relying on touch free technology before entry into the SG/PRC business office.

We are meeting the needs of our community. Ninety percent of SG/PRC employees are working remotely as a feature of our risk management strategy to manage the spread of COVID-19 and to protect SG/PRC's critical business functions assuring that the needs of our community are met.

SG/PRC staff are completing business functions, including developing Individual Program Plans (IPP) and Individual Family Service Plans (IFSP), processing purchases for services, processing vendor applications, processing payments for services, supporting each other and our remote workforce, completing intake and eligibility assessments and many other tasks that support individuals served and their families.

SG/PRC retains a prominent distinction as being the only regional center that has continued to deliver full scope intake and eligibility services throughout the COVID-19 Pandemic. The volume of our intake and eligibility assessments and reviews for both Early Intervention and Lanterman Act services are near the level of activity that existed prior to Governor Newsom's **stay at home** order issued on March 18, 2020. The following summarizes our results for the first quarter of FY20/21.

Early Start Referrals (396)
Early Start Eligibility Reviews (377)
Found Eligible for Early Start Service (354)

Lanterman Referrals (76)
Lanterman Eligibility Reviews (180)
Found Eligible for Lanterman Services (146)

CARES ACT

On June 9, 2020 the U.S Department of Health and Human Services (HHS) announced the distribution of approximately \$15 billion from the Provider Relief Fund to eligible providers that participate in the State and Children’s Health Insurance Program (CHIP). Regional Centers are eligible for these funds. The payment to each provider will be approximately 2% percent of reported gross revenue from patient care. SG/PRC submitted its application on August 19, 2020 relying on the ICF/ SPA amount reflecting \$6,947,669. SG/PRC has not received this funding, anticipating \$138,953. Soon, SG/PRC will modify its application, reflecting DDS reported gross revenue, after receipt of its initial funding, according to program rules. (See Attachment A)

SG/PRC Budget 19/20

Our Operations Budget (OPS) projects within our FY19/20 Budget allocation year-end. We are anticipating a A7 allocation including COVID-19 expenses incurred during the final quarter of FY19/20. We do not know the exact amount. DDS representatives will likely notify SG/PRC in the new future. Our POS budget shows a year-end balance of \$3,257,957. Our budget cycle is three-year term and remains open to accommodate claims made throughout.

SG/PRC Budget 20/21

Our Purchase of Services (POS) Budget encumbrances have begun to accrue beginning August 1, 2020, establishing the base projection model that will frame future expenses. Now that we have surpassed the first quarter of FY20/21, our fiscal reports will show actual expenses incurred including projected POS and OPS costs moving forward.

Parent’s Place/SG/PRC Technology Lending Library

We imagined our technology lending library as a mere dream and possibility. We did not have any resources or funding sources to make this dream a reality. Through our imagination, diligence and assessment of resources we had on hand we made it happen. Our winning strategy included collecting a fleet of 250 iPads allocated to Service Coordinators for release to the Parent’s Place, partnering with the Parent’s Place, and getting permission from the Department of General Services to release those iPads (state property) to the Parent’s Place.

We found money through a resulting trust (SG/PRC as the beneficiary) held by a third-party entity as a method to fund internet connectivity. Parent’s Place, Executive Director, Ms. Elena Sanchez without hesitation developed a telehealth project on a moment’s notice, creating justification for the release of money held in the resulting trust. Your regional center,SG/PRC is the first regional center in the [state] to have a technology lending library.

The Parent’s Place technology lending library is a resource that is intended for the exclusive use for individuals served by SG/PRC. We are so very excited about this positive outcome. (See Attachment B)

SG/PRC Check-In Program

The needs of our community are constantly changing as the COVID-19 Health Pandemic unfolds. We are deeply committed to assuring that the needs of individuals served are met. We are pleased to report that we are currently engaged in our third Check-In program, and we have contacted at least 11,795 individuals served that live in either their own home, their family home or in a non-licensed residential setting.

We have reached 85.6% percent of individuals served. This initiative will end within the next 10 days. Thus far, we have found that 42 individuals served have health related needs, 30 individuals served do not feel safe due to COVID-19, and 1,175 individuals served are experiencing challenges related to remote learning, delivery of educational services, and increased behaviors. We are responding to these needs through delivery of clinical services, connecting families with resources available through community partners, purchasing services, and supporting families through attending remote Individual Educational Plan (IEP) meetings. (See Attachment C)

SG/PRC Clinical Services

A. Dental Clinic

We are pleased to announce that on October 24, 2020, we are re-opening the SG/PRC Dental Clinic. The Service Coordinator should be contacted if an individual served needs dental services. Our Dental Clinic has a primary focus on meeting unmet oral health care needs for individuals served that do not have a Dentist or access to dental care. The SG/PRC Dental Clinic is offering dental treatment on an appointment basis only.

With our goal to manage the spread of COVID-19 and safely deliver dental services, we have created health and safety protocols in consultation with Dr. Banner and Cristina Macasaet our very own Dental Hygienist and through use of recommendations and published guidance from the Centers for Disease Control and Prevention (CDC), local public health authorities, and the California Dental Board.

Before receiving dental services, individuals served, and their parent or caregiver must pass a health screening, wear PPE and pass a temperature check before entry into the SG/PRC office building and only one parent or caregiver is permitted to attend the clinic. Appointments are staggered. We are using our large conference rooms to assure 6ft clearance for physical distancing. The Dentist, Dental Hygienists, Dental Assistants and SG/PRC staff are required to wear PPE and adhere to SG/PRC's COVID-19 Operations Contingency Plan.

B. Bio Behavioral Consultation Clinic

We are pleased to announce that on November 17, 2020 our Bio Behavioral Consultation Clinic (BBCC) will resume supporting individuals served through telehealth. The BBCC's primary purpose is to prevent involuntary psychiatric hospitalizations or instability within or loss of living arrangements and to avoid law enforcement intervention in response to managing psychiatric conditions of individuals served. The BBCC treatment team includes Dr. Madduri, Pediatrician (Consultant), Jacqueline Niedzwiecki SG/PRC ,MFT, Joshua Trevino, SG/PRC, BCBA and our Clinical Director, Joe Alvarez, MFT.

Caseload Ratio Survey

Every year regional centers are required to complete a survey regarding their caseload ratios in accordance with Welfare and Institutions Code Section 4640.6(c). The caseload ratio for individuals with complex needs is a new reporting criterion. The Department of Developmental Services (DDS) in its letter dated September 16, 2020 acknowledges that a discrepancy in the methodology used to calculate this ratio has created a finding that is unreliable. With regard to this category, SG/PRC received a special allocation to hire (2) Service Coordinators after the survey due date on March 1, 2020. We appreciate DDS' support and release of this special allocation near the cost for full funding for both of these positions.

When examining the remaining three categories, SG/PRC outperformed the statewide average. Remarkably, SG/PRC's caseload ratios are near statutory thresholds frustrated through the antiquated core staffing funding methodology applying the allocation of the Service Coordinator position at \$37,000 annually including benefits and other costs. As expected when accommodating the described insufficient budget allocation, SG/PRC's caseload ratio did not comply with WIC Section 4640.6 for two consecutive reporting periods. Given this occurrence, SG/PRC is required to complete a Plan of Correction incorporating input from stakeholders. On November 3, 2020, we will allocate our weekly Zoom Community Meeting for the exclusive purpose of discussing our caseload ratios, DDS' findings, and our plan of correction. (See Attachment D)

COVID-19 SG/PRC Workplace Exposure

There have been zero incidences of potential exposure of COVID-19 within the workplace. There are no incidences of potential exposure to report since my prior report dated July 22, 2020. We have recently updated our COVID-19 Operations Contingency Plan, adjusting practices and policies specific to staff visits to community settings, In-person IPP and IFSP meetings, residential facility investigations, and health and safety visits.

COVID-19 Risk Management/Mitigation Strategies

We continue to review, assess and adjust our policies, practices, clinical resources, and surge capacity incorporated as our risk mitigation strategy to protect the health and safety of individuals served as follows:

1. We are holding daily SG/PRC leadership meetings to monitor SG/PRC's critical business functions, and to triage COVID-19 related service needs for individuals served, and securing supports for them, their families and Service Providers.
2. We are triaging COVID-19 residential settings hot spots, with quality assurance, nursing supports clinical supports, and leadership oversight that coordinate optimal use of allocated resources.
3. We are partnering with the Local Public Health Department, Department of Health Care Services and the Department of Developmental Services in alignment of resources, technical support, and prevention strategies to manage the spread of COVID-19 in residential settings.
4. We are meeting every Monday through Zoom with our Vendor Community for review of Department of Developmental Services (DDS) Directives, public health policy guidance and updates, Best Practices, and planning for re-entry of service delivery (averaging 230 participants).

5. We are meeting every Tuesday through Zoom with the SG/PRC Community to clarify the meaning of DDS Directives, and to connect families with SG/PRC resources and resources available in our community (averaging 150 participants).
6. We have distributed 400,000 pieces of Personal Protective Equipment.
7. We are completing special incident reports and conducting COVID-19 surveillance.
8. We are conducting remote quality assurance visits, facility inspections, and investigations.
9. We are providing daily clinical and nursing consultation and supports for individuals served.
10. We are reviewing and approving reengagement alternative service delivery plans.
11. We are monitoring budget policy and legislation impacting the developmental services system.

(See Attachment E. Weekly COVID-19 Report and Attachment F. Hotspots Report)

Re-Engagement of Non- Residential Service Delivery

DDS issued a directive dated August 31, 2020 offering both a framework for non-residential service delivery and a new payment platform pivoting from the retainer payment model. Aply, traditional non-residential services, In-Person are not impacted by this directive.

During the month of September 2020, non-residential service providers can claim for service delivery, if the service provider delivered an alternative service or contacted the individual served to determine if the individual served is interested in receiving an alternative service. During the month of October 2020, the service provider can claim for service delivery, when the service provider has met with the individual served telephonically or through electronic video conference, discussed alternative service delivery options, agree to an option and thereafter develop an Individual Service Plan or equivalent. (See Attachment G)

Additional Funding Released

Starting Oct. 5, you can apply to receive funds based on assessed revenue losses and expenses due to COVID-19. The opportunity to receive up to 2% of annual revenue from patient care remains active.

Dear Valued Provider:

Healthcare providers, including your organization, may now apply for the recently announced Phase 3 General Distribution of the Provider Relief Fund (PRF). The U.S. Department of Health and Human Services (HHS), through the Health Resources and Services Administration (HRSA), will be distributing up to \$20 billion in Phase 3, as part of ongoing efforts to offer financial support to healthcare providers for expenses and lost revenues attributable to the coronavirus disease 2019 (COVID-19).

You may be eligible for additional funding from the Phase 3 General Distribution. Applications for Phase 3 opened on Oct. 5, 2020 and will close on Nov. 6, 2020 at 11:59 p.m. ET.

Who is eligible?

You may be eligible regardless of whether you previously were eligible for, applied for, received, accepted, or rejected payment from prior PRF general distributions. You should apply for funding if you experienced expenses and/or lost revenues attributable to COVID-19 that have not been reimbursed by other sources.

What's new in Phase 3?

Under this Phase 3 General Distribution allocation, providers, including those who have already received Provider Relief Fund payments, will be invited to apply for funding that considers financial losses and changes in operating expenses caused by COVID-19. Additionally, all provider submissions will be reviewed to confirm they have received a Provider Relief Fund payment equal to approximately 2 percent of patient care revenue from prior general distributions. Applicants that have not yet received Provider Relief Fund payments of 2 percent of patient revenue will receive a payment that, when combined with prior payments (if any), equals 2 percent of patient care revenue.

HHS encourages providers to submit their applications as soon as possible to expedite the review process and payment calculations, and ultimately accelerate the distribution of all payments. Visit hhs.gov/providerrelief for updates about timing and deadlines.

Action required

Submit your application to the [Provider Relief Fund Application and Attestation Portal](#) between Oct. 5, 2020 and Nov. 6, 2020 at 11:59 p.m. ET to be considered for funding from the Phase 3 General Distribution.

The Portal will collect financial information including operating revenues and expenses from patient care. Please note that the Phase 3 application is slightly different from the Phase 2 form, requiring additional revenue and expense data entries in order to calculate payment based on assessed financial impact of COVID-19. Even if you previously submitted revenue information, you will need to submit a new application so HHS can collect all required fields. All payments will still be subject to the rules regarding permissible use of PRF payments.

The application instructions and sample application form are available at hhs.gov/providerrelief. The website also includes a step-by-step application guide and FAQs. Download and review all of these documents to help you prepare for the process.

HHS will host a webcast on Oct. 15, 2020 at 3 p.m. ET for potential applicants to review the application process and have their questions answered. Please **register now** and check the PRF website for updated information.

Additional information

For additional information, please call the Provider Support Line at (866) 569-3522; for TTY, dial 711. Hours of operation are 7 a.m. to 10 p.m. Central Time, Monday through Friday. Service staff members are available to provide real-time technical assistance, as well as service and payment support.

Thank you for all you are doing to support and protect the American people during this difficult time.

Thomas J. Engels
Administrator
Health Resources and Services Administration
United States Department of Health and Human Services

Program eligibility and allocation of funds is determined by HHS, subject to adjustment (as may be necessary) and available funding, see details at <https://www.hhs.gov/coronavirus/cares-act-provider-relief>.

RC	RC Code	Acronym	DDS Ops Reported to CMS			FY18-19 PEP			Applied	Date Applied	Gross Revenues #10			Comments
			CY18	CY19	2%	YTD ICF SPA	2%	Source			Amount	Amount Received		
Alta	364	ACRC	\$34,631,948	\$34,823,340	\$696,467	\$5,050,000	\$101,000	Yes	7/31/2020	DDS Report	\$34,000,000		Denied	
Central Valley	367	CVRC	\$37,052,982	\$35,060,007	\$701,200	\$8,200,000	\$164,000	Yes	8/14/2020	DDS Report	\$37,000,000		Denied	
East Bay	380	RCEB	\$30,515,152	\$30,850,452	\$617,009	\$6,113,865	\$122,277	Yes	7/31/2020	ICF SPA	\$6,220,965		Received notice to set up Optum for deposit	
East LA	373	ELARC	\$19,643,018	\$19,584,015	\$391,680	\$1,080,000	\$21,600	Pending					Still verifying TIN	
Far Northern	363	FNRC	\$14,235,052	\$12,705,113	\$254,102	\$2,865,560	\$53,311	Pending					Still verifying TIN	
Golden Gate	361	GGRC	\$22,584,059	\$22,081,514	\$441,630	\$6,570,783	\$131,418	Yes	8/29/2020	DDS Report	\$22,118,087		TIN validated	
Harbor	375	HRC	\$24,354,440	\$21,299,622	\$425,992	\$3,540,721	\$70,814	Yes	7/31/2020	ICF SPA	\$3,655,587			
Inland	369	HRC	\$64,705,476	\$54,163,510	\$1,083,270	\$17,278,646	\$345,573	Yes	8/19/2020	DDS Report	\$54,163,510			
Kem	372	KRC	\$16,567,844	\$18,420,108	\$368,402	\$3,414,814	\$68,298	Yes	7/27/2020	Allocation	\$24,104,466			
Lanterman	360	FDLRC	\$16,708,572	\$16,258,262	\$325,165	\$1,179,798	\$23,596	Pending					TIN validated	
North Bay	371	NBRC	\$18,045,555	\$16,883,985	\$337,680	\$2,182,023	\$43,640	Yes	7/28/2020	ICF SPA	\$4,935,827	\$98,717		
North LA	378	NLARC	\$38,973,139	\$38,170,304	\$783,406	\$8,630,402	\$172,608	Yes	8/26/2020	DDS Report	\$49,581,331		Indicated Medicaid was 76.22%	
Orange County	368	RCOC	\$39,917,544	\$34,641,641	\$692,633	\$9,601,942	\$192,039	No						
Redwood Coast	370	RCRC	\$6,845,493	\$8,433,748	\$168,675	\$131,248	\$2,625	Pending					Still verifying TIN	
San Andreas	365	SARC	\$21,421,735	\$24,066,511	\$481,330	\$1,812,288	\$38,248	Pending					Still verifying TIN	
San Diego	362	SDRC	\$47,846,361	\$46,621,739	\$932,435	\$12,000,000	\$240,000							
San Gabriel	379	SGPRC	\$29,684,876	\$26,745,335	\$534,907	\$6,727,228	\$134,545	Yes	8/19/2020	ICF SPA	\$6,947,669			
South Central	374	SCLARC	\$30,292,381	\$30,167,768	\$603,355	\$2,026,623	\$40,532	Yes	8/2/2020	ICF SPA	\$2,252,985	\$45,059		
Tri Counties	366	TCRC	\$28,475,152	\$27,400,695	\$548,014	\$7,900,000	\$158,000	Yes	7/30/2020	Other	\$27,557,624	\$551,152	Received notice approved but amount still pending	
Valley Mountain	377	VMRC	\$19,979,789	\$22,129,332	\$442,587	\$2,000,000	\$40,000	Pending					TIN validated	
Westside	376	WRC	\$16,290,929	\$14,917,389	\$298,348	\$2,000,000	\$40,000	Pending					TIN validated	
TOTAL			\$578,771,498	\$555,424,391	\$11,108,488	\$110,105,940	\$2,202,119				\$272,518,051	\$694,929		

SAN GABRIEL/POMONA REGIONAL CENTER

September 28, 2020

Mr. Robert Diaz, MBA
2125 19th Street Suite F12
Sacramento, Ca 95818

Re: Funding for Parent's Place (Telehealth Project)

Dear Mr. Diaz,

Consistent with public health policy tailored to prevent and slow the spread of COVID-19, in person therapies are limited or unavailable because physicians, healthcare practitioners and clinicians have integrated remote telehealth practice as an alternative service option.

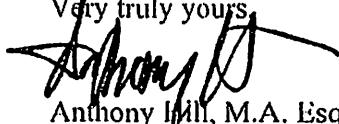
In response to this trend, San Gabriel /Pomona Regional Center (SG/PRC) with the permission of the Department of General Services has allocated over 250 iPads to Parent's Place establishing a technology lending library to reduce growing disparities within our community of individuals with developmental disabilities representing at least 13,000.

Many of the over 13,000 individuals served by SG/PRC live within low-income households. Invariably, the cost of digital technology is a major barrier blocking access to telehealth therapies for many children and adults with developmental disabilities. A family luxury in some cases superseded by families' need to allocate limited household income to avoid food insecurities and to sustain shelter and other necessities of life.

Mr. Diaz, our partnership with Parent's Place opens the door for shared opportunity to achieve our objective to slow prevailing disparities, regrettably accelerated through the COVID-19 Pandemic. Optimistically we are encouraged through furtherance of our intended outcome to assure essential services are delivered. With this goal leading us, we are requesting release of funds in the amount of \$24,476.18 from resulting trust held by your agency for cost related to Parent's Place implementation of its Telehealth Project.

Mr. Diaz, Parent's Place technology lending library is accessible only for individuals with developmental disabilities and their families served by SG/PRC. Attached you will find a copy of Parent's Place invoice detailing reasonable cost supporting our request that you release funds at your earliest convenience. Indeed, we value our partnership with your agency. Please stay safe and remain well.

Very truly yours,

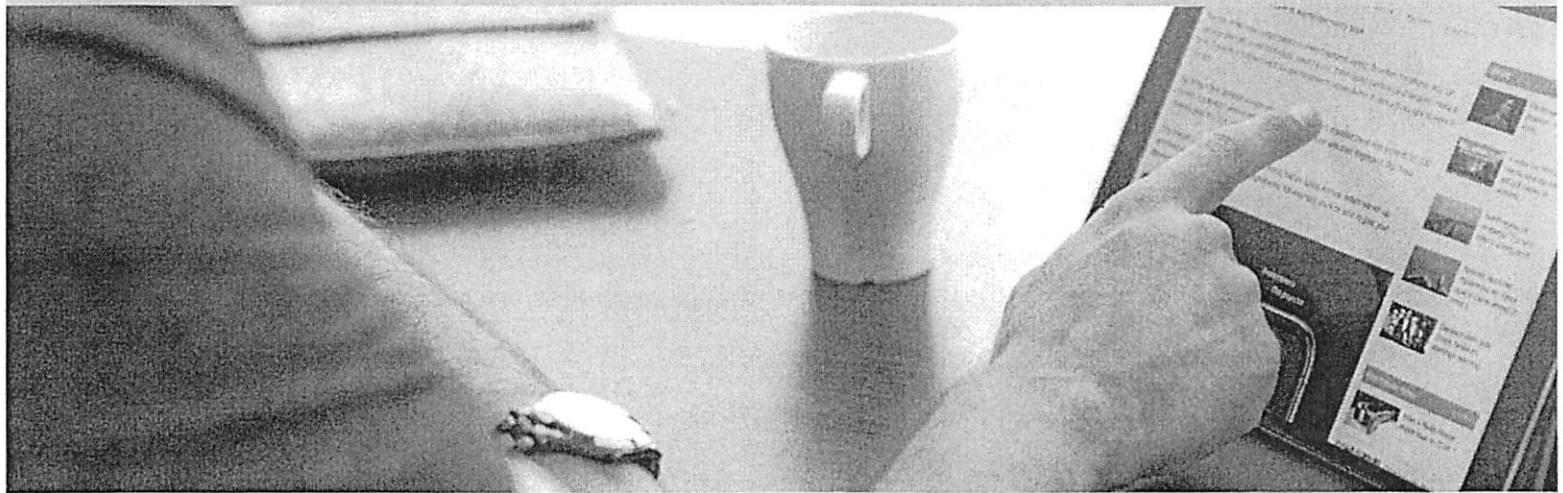


Anthony Hill, M.A. Esq.
Attorney at Law
Executive Director
ahill@sgprc.org

Technology Lending Library



**San Gabriel/Pomona Regional Center &
Parents' Place Family Resource & Empowerment Center**



We are proud to present our new Technology Lending Library Program!

Are you a family member or person receiving services from the San Gabriel Pomona Regional Center who has **not had remote access to telehealth, IFSP/IPP, day program, college courses or parent training because you lack access to technology?** If so, please speak with your Service Coordinator to be referred to the Parents' Place Family Resource & Empowerment Center.

Parents' Place will be providing a technological device and/or connectivity through our Technology Lending Library Program.

Please note, you will need to be referred by your Service Coordinator.

**PARENTS' PLACE
FAMILY RESOURCE &
EMPOWERMENT CENTER**

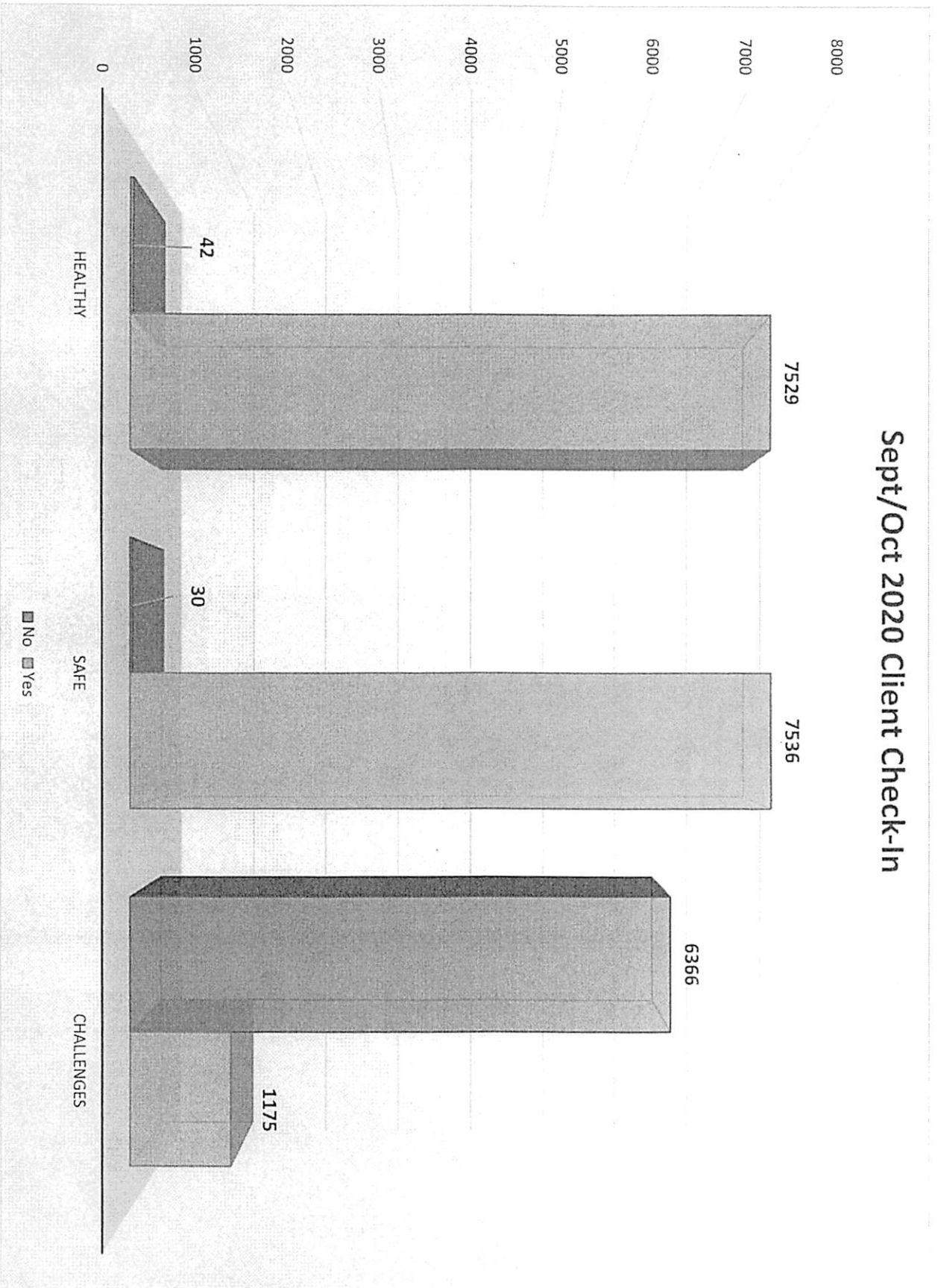
1500 S Hyacinth Ave., Suite B
West Covina, CA 91791

Phone: 626.919.1091

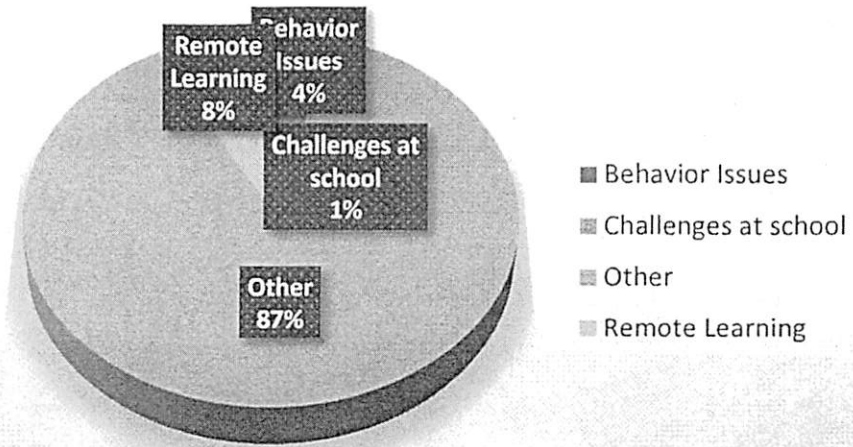
Email: empower@parentsplacefrc.com

Website: www.parentsplacefrc.com

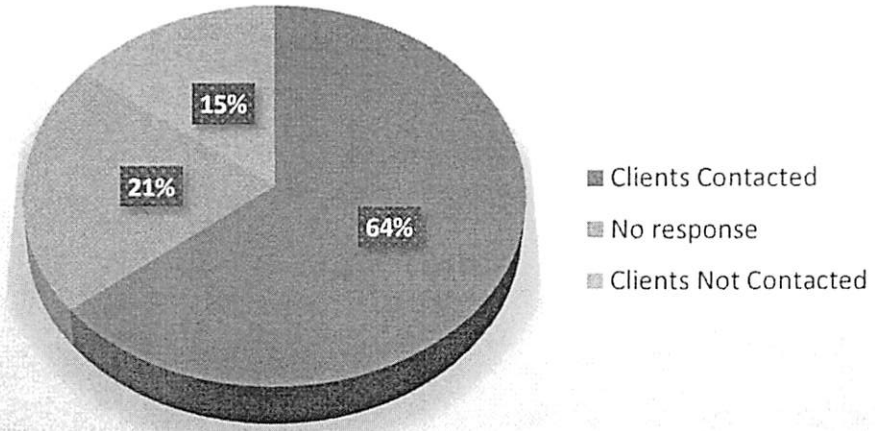
Sept/Oct 2020 Client Check-In



Sept/Oct 2020 Client Check In Comments



Sept/Oct 2020 Client Check In



Contact List	11795
Clients Contacted	7571
No response	2521
Clients Not Contacted	1703
% Contacted	85.6%

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 340, MS 3-12
 SACRAMENTO, CA 95814
 TTY (916) 654-2054 (For the Hearing Impaired)
 (916) 651-6309



September 16, 2020

Anthony Hill, M.A., Esq., Executive Director
 San Gabriel/Pomona Regional Center
 75 Rancho Camino Drive
 Pomona, CA 91766

Dear Mr. Hill:

Thank you for your service coordinator caseload survey emailed to the Department of Developmental Services (Department) on March 4, 2020. The data you provided indicate that, as of March 1, 2020, San Gabriel/Pomona Regional Center (SG/PRC) did not meet all the required caseload ratios mandated by Welfare & Institutions (W&I) Code §4640.6(c). This year the service coordinator caseload survey included reporting on a new, mandated caseload ratio requirement for individuals with complex needs. W&I Code §4640(c) was amended in July 2019, to require an average caseload ratio of 1:25 for individuals with complex needs, and this category is reflected in the table below. Specifically, SG/PRC did not meet required caseload ratios for the highlighted categories. Of the highlighted categories, SG/PRC caseload ratios for individuals age thirty-six months and younger, and over three years old, non-waiver, non-mover individuals have been out of compliance for two consecutive reporting periods.

Regional Center	On Waiver	Under 3 Years*	Movers Over 24 Months	Movers Between 12 and 24 Months	Movers Within Last 12 Months	Over 3 Years, Non-Waiver, Non-Mover*	Complex Needs
W&I Code Required Ratios	1:62	1:62	1:62	1:45	1:45	1:66	1:25
SG/PRC Number of Individuals Served	4,553	1,980	112	3	1	7,142	25
SG/PRC Ratios	1:65	1:64	1:35	1:31	1:18	1:71	1:65
CA Average	1:75	1:64	1:56	1:35	1:23	1:79	1:37

*out of compliance for two consecutive reporting periods

Anthony Hill, M.A., Esq., Executive Director
September 16, 2020
Page two

Please note this is the first year in which regional centers were required to report caseload ratios for individuals with complex needs as per W&I Code §4640(c). Upon evaluation of the statewide data, the Department recognizes the methodology used to calculate the 1:25 caseload ratio may not be accurate for individuals with complex needs. The Department will work with the Association of Regional Center Association on a revised methodology.

This letter is to notify you that, as specified by W&I Code § 4640.6(f), SG/PRC is required to submit a plan of correction for the caseload ratio categories that were not met for two consecutive reporting periods. The plan of correction must be developed with input from the State Council on Developmental Disabilities, local organizations representing the individuals you serve, their family members, regional center employees, including recognized labor organizations, service providers, and other interested parties. Please include in your plan of correction how you incorporated feedback from all required stakeholders.

We encourage you to review your process for determining service coordinator caseload assignments to assist in meeting the required caseload ratios and in developing your plan of correction.

Please email your plan of correction within 60 days from the date of this letter to:

Email: OCO@dds.ca.gov

The Department is available to provide technical assistance with the development of your plan of correction. If you have questions, please contact Danielle Hurley, Research Data Specialist I, Office of Community Operations, at (916) 654-3228, or by email, at danielle.hurley@dds.ca.gov.

Sincerely,

Original signed by:

ERNIE CRUZ
Assistant Deputy Director
Office of Community Operations

cc: Gisele Ragusa, San Gabriel/Pomona Valleys Developmental Services, Inc.
Amy Westling, Association of Regional Center Agencies
Brian Winfield, Department of Developmental Services
LeeAnn Christian, Department of Developmental Services
Uvence Martinez, Department of Developmental Services
Jacqueline Gaytan, Department of Developmental Services
Danielle Hurley, Department of Developmental Services

San Gabriel Pomona Regional Center COVID-19 Data

Total Cases: 867,317
 Hospitalizations: 2,286
 Deaths: 16,943

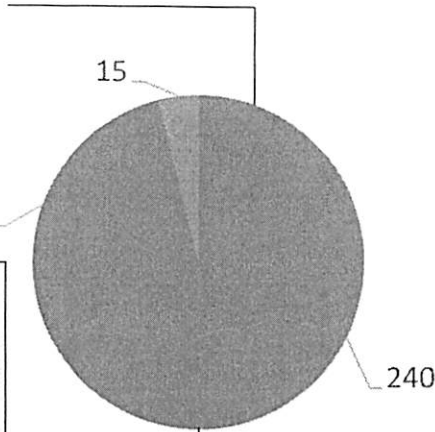
San Gabriel Pomona Regional Center COVID-19 Report Week of 10/19/20

SG/PRC TOTAL COVID-19 CASES 2020

Living Situation

Family: 111
 Res. Facility: 29
 ICF: 64
 SNF: 19
 ILS/SLS: 15
 Other: 2

115



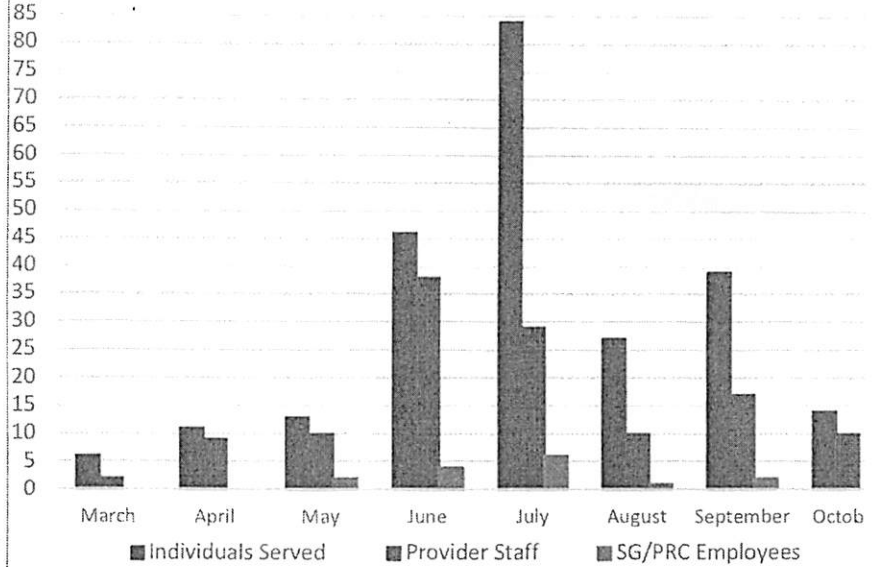
Age Range

0-17 → 51
 18-40 → 77
 41-64 → 70
 65+ → 42

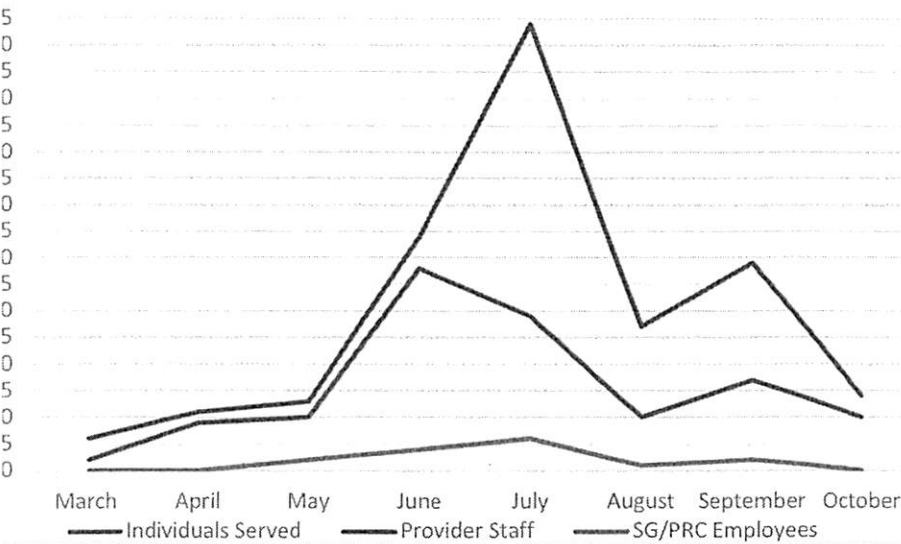
240

■ Individuals Served ■ Provider Staff ■ SG/PRC Staff

San Gabriel Pomona Regional Center Positive COVID-19 Cases 2020



San Gabriel Pomona Regional Center Positive COVID-19 Cases 2020



COVID-19 Deaths of Individuals Served

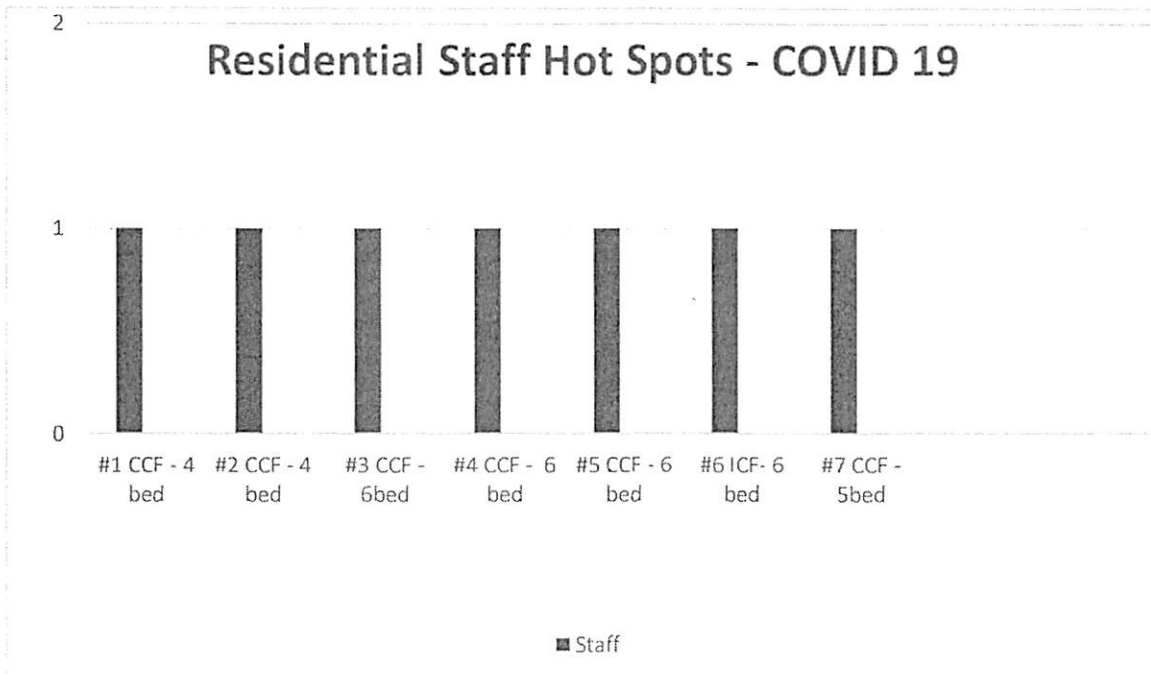
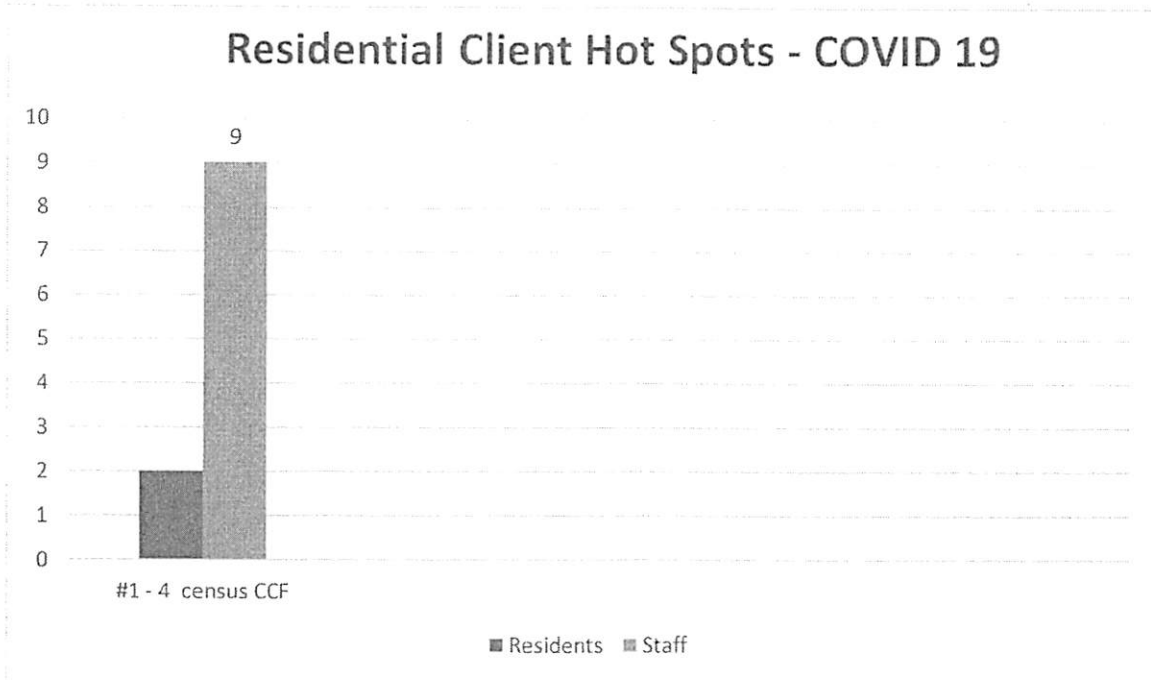
March	4
April	1
May	3
June	2
July	4
August	1
September	1
TOTAL	16

Los Angeles County Public Health Data

New Cases (Weekend Total)	1,311 (week avg. – 13,215)
Total Cases	288,451
Current Hospitalizations	752 (27% - ICU)
Total Deaths	6,876
Reopening Metrics	
Positivity Rate	3.2%
New Cases per 100,000	7.6 total daily
SG/PRC SERVICE AREA HOTSPOTS / TOTAL CASES	
Pomona	5,880
El Monte	4,667
Baldwin Park	3,231
West Covina	3,097

WIDESPREAD Most non-essential indoor business operations are closed.	More than 7 Daily new cases (per 100k)	More than 8% Positive tests
SUBSTANTIAL Some non-essential indoor business operations are closed.	4-7 Daily new cases (per 100k)	5-8% Positive tests
MODERATE Some business operations are open with modifications.	1-3.9 Daily new cases (per 100k)	2-4.9% Positive tests
MINIMAL Most business operations are open with modifications.	Less than 1 Daily new cases (per 100k)	Less than 2% Positive tests

ATTACHMENT E



As of October 18, 2020

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 240, MS 2-13
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1897



August 31, 2020

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: DEPARTMENT DIRECTIVE 01-083120: POLICIES AND PROCEDURES
FOR UTILIZING ALTERNATIVE NONRESIDENTIAL SERVICES DURING
THE COVID-19 STATE OF EMERGENCY

This supersedes the Department of Developmental Services' (Department) July 17, 2020, Directive titled, "Department Directive 01-071720: Providing and Claiming for Nonresidential Services During the State of Emergency."

This Directive outlines the policies and procedures for reimbursement of claims for providing nonresidential services using alternative approaches during the COVID-19 State of Emergency.

Governor Gavin Newsom's Executive Order N-75-20 issued on August 24, 2020, suspends Title 17, California Code of Regulations section 54326(a)(11), as applied to payments that would otherwise be made in connection with the COVID-19 State of Emergency. The Executive Order directs the Department to develop and implement policies and procedures to allow provision of nonresidential services to individuals with developmental disabilities.

Beginning September 1, 2020, regional centers and providers shall follow the policies and procedures outlined in this Directive when utilizing Alternative Nonresidential Services (Alternative Services). The purpose of these policies and procedures is to permit Alternative Services that meet the individual needs of consumers, sustain the state's developmental services provider network, and continue receipt of federal reimbursement for services provided to consumers during the COVID-19 State of Emergency.

Alternative Services do not apply to the following:

1. Services to a consumer that are able to continue as they did before the COVID-19 State of Emergency that meet the needs of the consumer; or
2. Services to a consumer that are able to continue as they did before the COVID-19 State of Emergency via remote delivery or in alternate locations that meet the needs of the consumer. Refer to Department-issued Directives regarding the provision of services via remote delivery or in alternate locations.

"Building Partnerships, Supporting Choices"

Regional Center Executive Directors
August 31, 2020
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I. Alternative Nonresidential Services Model (Alternative Services)

Providers of nonresidential services, as defined in Title 17 section 54302(a)(49), may utilize Alternative Services, if needed, to meet a consumer's service needs. When providing services to consumers during the COVID-19 State of Emergency, providers shall be creative, resourceful and make modifications as needed to how existing services are delivered. Any Alternative Services used shall be responsive to each consumer's current needs and be mindful of the importance of safety during the COVID-19 State of Emergency, including compliance with applicable state and local health orders and licensing requirements. Details on implementation of Alternative Services are in Section V of this Directive.

Alternative Services shall include the following:

- a. Supports related to minimizing the exposure to or impact of COVID-19 on the consumer;
- b. Completion of an individual assessment of skills, preferences, and service needs for the consumer;
- c. Completion of an individualized service plan to provide needed services for the consumer;
- d. Alternative services delivered to the consumer via telephone, video or other electronic communication;
- e. Delivery of supplies or other items to the consumer's home needed to provide services or supports;
- f. Use of self-guided training and educational materials supplied to the consumer by the provider intended to support the consumer's service;
- g. Skills training to individuals within the consumer's household who are specifically designated to support the consumer;
- h. Alternative services provided in-person at the consumer's home, in a community setting, or at the provider's facility, modified to comply with the most protective state or local COVID-19 safety guidelines in effect at the time the service is to be delivered;
 - o Provider staff must be trained on COVID-19 safety precautions prior to the delivery of in-person services.
- i. Supports for transition to the Self-Determination Program; and
- j. Other modifications to nonresidential services that are approved by the consumer that further or achieve his or her service needs.

Provider staff should receive training necessary for Alternative Services. This training may include, but is not limited to, the following:

- a. COVID-19 safety precautions for both staff and the consumer;
- b. Delivering services using the person-centered planning and approach criteria set forth in Title 42, Code of Federal Regulations section 441.540;

Regional Center Executive Directors
August 31, 2020
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- c. Informed decision-making so that consumers can understand what choices they have in receiving services and understand the benefits, risks and responsibilities associated with the service choices available to them;
- d. Self-Determination Program requirements;
- e. Developing written materials using plain language that can be readily understood by consumers;
- f. Using alternative communication technology, tools or methods to deliver services;
- g. Delivering services in a manner accommodating the cultural and linguistic needs of the consumer; or
- h. Use of technology utilized to deliver services.

II. Certification

Alternative Services shall be permitted where the provider certifies in writing to the regional center prior to seeking reimbursement, that:

- a. The provider has engaged consumers about their need for and interest in Alternative Services as an option;
- b. The provider has advised consumers of the specific steps they can take if they disagree with the Alternative Services offered by the provider;
- c. The provider has or will prepare an individual service plan that specifies the Alternative Services identified through the consumer engagement;
- d. The provider has trained staff on COVID-19 safety precautions prior to the delivery of in-person services;
- e. The provider will continue to comply with the most protective state or local COVID-19 safety guidelines in effect at the time in-person services are to be delivered;
- f. The provider will maintain a specified phone number and email address and be responsive during the time services are being provided;
- g. The provider will maintain documentation of services provided as required by Title 17 section 54326(a)(3);
- h. The provider will maintain staff to provide services; and
- i. The provider will identify one or more of the Alternative Services to be offered.

For the purpose of certification, providers will use the Enclosure. Certification must be provided to the regional center prior to submitting the first claims for each vendorization that includes provision of Alternative Services. The provider shall update the certification only if there are changes to the Alternative Services offered prior to submitting claims.

III. Reporting

On or before the fifth day of each month the provider shall submit to the regional center a written report for each vendorization of the Alternative Services provided for the prior month.

Regional Center Executive Directors
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Page four

This requirement applies to any provider that provides Alternative Services to one or more consumers. The initial report, covering the period of September 1, 2020 through October 31, 2020, shall be submitted by November 5, 2020. Each report shall include, but not be limited to:

- a. The total number of consumers with service authorizations.
- b. The number of consumers with service authorizations for traditional services.
 1. The number of consumers who received traditional services.
 2. The number of consumers who did not receive traditional services.
- c. The number of consumers with service authorizations for Alternative Services.
 1. The number of consumers who received Alternative Services.
 2. The number of consumers who did not receive Alternative Services.
 3. The number of consumers who received each type of Alternative Service.
 4. For each consumer, the number of days an Alternative Service was received.
- d. The provider's verification of compliance with the most protective state or local COVID-19 safety guidelines in effect at the time in-person services were delivered.

For the purpose of monthly reporting, providers shall use a reporting format issued by the Department. Further guidance is forthcoming.

IV. Service Rate

For September and October 2020:

- a. Providers shall use the current authorized rate and each consumer's average monthly attendance over the prior 12 months ending February 2020 for each consumer who received Alternative Services and the provider complied with Section V.
- b. Providers shall not submit reimbursement claims for consumers who did not receive services.

For November 2020 and subsequent months:

- a. The monthly unit rate will be uniform for all consumers served by the provider within each vendorization.
- b. Providers shall use the monthly unit rate (described below) for each consumer who received Alternative Services.
- c. Providers shall not submit reimbursement claims for consumers who did not receive services.
- d. Further guidance is forthcoming for providers not reimbursed by individual consumer service authorizations (i.e. service contracts).

Regional Center Executive Directors
August 31, 2020
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For vendorizations prior to March 2020, the monthly unit rate calculated by the Department shall use the following methodology:

- a. Taking the total amount billed over the 12 months ending February 2020, divided by the total number of consumer months of service during the 12 month period.
- b. The total number of consumer months of service is the sum of the number of consumers receiving services each month during the 12 months ending February 2020.
- c. Rate calculations shall only include months in which reimbursement to the provider for a consumer is greater than zero.
- d. The calculation shall include adjustments for rate changes that occurred during or subsequent to the 12 months ending February 2020.

For vendorizations March 2020 and thereafter, the monthly unit rate calculated by the regional center shall use the following methodology:

- a. First, establish the unit rate (e.g. daily, hourly, etc.) based on the type of service to be provided utilizing the rate setting methodologies in Welfare and Institutions Code and Title 17.
- b. Then establish the monthly rate for Alternative Services by utilizing the calculated monthly rate for providers of the same service with both similar rates as established in step one and anticipated similar utilization levels.

Prior to November 1, 2020, providers will be notified of the monthly rate for Alternative Services, along with the data and methodology used for the calculation. Providers should contact their vendoring regional center for any rate questions.

V. Alternative Services Implementation

To facilitate an inclusive and individualized implementation of Alternative Services, providers shall offer Alternative Services and:

- a. In the month of September 2020, the provider shall engage the consumer about his or her need for and interest in Alternative Services as an option.
 1. With the consumer's or authorized representative's permission, the provider is encouraged to work with other providers that also have service authorizations for the same consumer to best support the consumer's needs.
 2. The provider shall document the consumer engagement including at minimum, the date, the participants, and a description of the consumer's input.
 3. The provider shall notify the regional center of each consumer engaged and interested in receiving Alternative Services.

Regional Center Executive Directors
August 31, 2020
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- b. In the month of October 2020, complete or review and amend as needed, an individual service plan specifying the type and amount of Alternative Services to be provided for each consumer.
 1. The individual service plan may involve services provided in collaboration with other service providers, including residential service providers, to enhance the consumer's participation.
 2. The provider shall give the consumer a copy of the individual service plan.

Within 30 days of notification of a consumer's interest in Alternative Services, the regional center shall send a follow-up letter to the consumer, in their preferred language, confirming that at their request, Alternative Services will be provided by the provider. The letter shall include contact information for the consumer's service coordinator and their supervisor.

Support will be provided to consumers, families, regional centers, and service providers throughout this transition using a variety of communication methods, with written materials in plain language and other languages on information regarding Alternative Services. Additional information is forthcoming.

VI. Next Steps

The Department will continue working with stakeholders on next steps, including but not limited to:

- Monthly reporting requirements
- Identifying additional accountability and outcome measures
- Developing, posting and updating Frequently Asked Questions (FAQs) on its website
- Rolling out the Family Member and Self-Advocate Engagement Guide
- Technical Assistance and Training
- Ongoing evaluation of Alternative Services

Self-advocates, family members or providers should contact their local regional center with any questions. Questions from regional centers only should be directed to DDSC19Directives@dds.ca.gov.

Sincerely,

Original Signed by:

NANCY BARGMANN
Director

Enclosure

cc: See next page.

Regional Center Executive Directors
October 31, 2020
Page seven

cc: Regional Center Board Presidents
Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies

FREQUENTLY ASKED QUESTIONS FOR DDS DIRECTIVE 01-083120: ALTERNATIVE NONRESIDENTIAL SERVICES (ALTERNATIVE SERVICES)

1. What are Alternative Nonresidential Services (Alternative Services)?

Alternative Services is a way for consumers to receive nonresidential services that may have been disrupted by the COVID-19 State of Emergency. Service providers can offer supports that differ from their traditional program design and respond to any new needs and interests that have emerged as a result of the COVID-19 pandemic. Some examples are:

- Delivering food, personal protective equipment
- Delivering packets, equipment and supplies for activities and remote learning
- Wellness checks and discussion about current events
- Collaborative meetings to plan upcoming events
- Pre-recorded or live video classes to learn new skills
- Assisting with networking and development of employment and micro-enterprising opportunities
- Supporting set up, training and use of technology devices

2. Are Alternative Services required?

No. This is an option that can be used to support the needs of consumers when services cannot be provided as they were before COVID-19.

3. Which vendors can provide Alternative Services?

Vendors of most nonresidential services, as defined in Section 54302(a)(49) may provide Alternative Services, however there are some that do not fit the model, such as Home Modification or Vehicle Modification. DDS will be providing a list of service codes to clarify.

4. Will each vendor have to choose if they are going to provide all traditional or Alternative Services, or can it be determined on an individual consumer basis?

The service delivery mode and types of services provided are based on the needs of each consumer. A vendor may provide traditional services to a portion of the consumers served and Alternative Services to other consumers; however, any Alternative Services provided to a consumer in a given month would result in billing using the Alternative Services monthly rate.

5. What are some examples of "Use of self-guided training and educational materials supplied to the consumer by the provider intended to support the consumer's service?"

If there is agreement and a benefit to the consumer, the service provider may prepare activities for the consumer to initiate at a time most convenient for the consumer. The materials may be assembled by the service provider and delivered to the person in a

variety of methods. Some examples are supply kits delivered to the consumers home, a written workbook or lesson plan emailed to the consumer, and a pre-recorded video to be retrieved online.

6. Can services be provided during flexible hours?

Yes. Services can be provided at any hours that benefit the consumer.

7. What is an individual service plan (ISP)?

An ISP is a plan informed by the consumer and prepared by the provider that identifies and describes the services that will be provided to support the person's needs, goals and objectives. The format may vary by provider and type of service, and some may refer to it as a treatment plan, plan of care, etc.

8. Is an individual program plan (IPP) meeting of the interdisciplinary team needed to initiate Alternative Services?

No, it is not needed to initiate Alternative Services.

9. Can Alternative Services apply to Supported Employment?

Yes. Providers of Supported Employment services may provide Alternative Services to consumer if traditional services can not be provided.

10. Can Alternative Services apply to Transportation Services?

Yes. Providers of Transportation services may provide Alternative Services to consumers when traditional services can not be provided. Based on stakeholder input, DDS is reviewing to determine if there are adjustments to the alternative service model that may further support consumer and community needs. Any change will be provided through amended guidance.

11. Where can I find more information about the Self-Determination program?

Interested consumers, families, or others are encouraged to visit the [Self-Determination Program website](#) to find out more information about California's Self-Determination Program. Individuals may also contact their regional center to find out the date of the next local volunteer advisory committee meeting.

For Families and Consumers

1. What service types are covered by the Alternative Services directive?

This Directive applies to many non-residential services, including services provided by day programs, early intervention, and transportation, etc. Because of state and local health rules, these providers may not be able to provide the same services they did before COVID-19. The Directive provides information about how to provide alternative services to meet consumer's current needs.

The Directive does not apply when a provider can provide the same services, which meet the consumer's needs, either in the way they were provided before COVID-19 or in a different location or via remote delivery. For example, a day program that provides the same services virtually and these virtual services meet a consumer's needs, is not providing alternative services. Similarly, individual therapy services which can be provided in a clinic that follows required safety protocols are not Alternative Services.

2. When can Alternative Services begin?

Alternative Services can start as early as September 2020. The provider shall engage the consumer about his or her need for and interest in Alternative Services as an option. If the consumer is interested in using Alternative Services, the provider must notify the regional center. The consumer must also receive a copy of a new or revised service plan.

3. What must providers do if they are providing Alternative Services?

The provider must do the following:

- Make sure the Alternative Services meet a consumer's current needs.
- Engage with consumers and families about their service needs and the use of alternative services.
- Follow state and local health orders and licensing requirements.
- Train their staff and consumers on safe delivery of in-person services, if in-person services are provided.
- Be creative, resourceful, and make modifications to how services are provided

4. How will providers be expected to engage consumers and families about their service needs?

Providers are expected to facilitate an inclusive and individualized implementation of the Alternative Services directive.

- The provider must engage with each consumer to find out if he or she needs and is interested in alternative services. You can decide if these services will help you and if you want to participate.
- The provider should give consumers and families information so they can understand the flexible and creative Alternative Services options.

- The provider should ask consumers and families about their needs and ideas about options that work best for them. If you are not asked, you should talk about your needs and offer any ideas you have.
- If the consumer or authorized representative gives permission, the provider can work with other providers that also have service authorizations for the same consumer to best support the consumer's needs.

After meeting with you, the provider will do the following:

- Document the conversation with the consumer including the date, who participated in the conversation, and a description of the consumer's and family's input.
- Notify your regional center that you are interested in receiving Alternative Services.
- If you agree that you want Alternative Services, the provider must give you a new or updated service plan with details about the type and amount of alternative services that will be provided. The service plan may involve services provided in collaboration with other service providers, including residential service providers.
- The new or updated service plan will be provided to you.
- The provider must also tell consumers the specific steps they can take if they disagree with the Alternative Services offered by the provider. For example, the consumer or family may disagree with the proposed services because they are not offered at a convenient time, are not offered frequently enough, or will not meet other needs.

5. What are examples of Alternative Services?

Alternative Services include, but are not limited to, the following:

- Supports to minimize the exposure to or impact of COVID-19 on a consumer;
- Completion of an individual assessment of skills, preferences, and service needs for a consumer;
- Completion of a service plan to provide needed services for a consumer;
- Delivery of supplies or other items to the consumer's home needed to provide services or supports;
- Use of self-guided training and educational materials supplied to the consumer by the provider intended to support the consumer's service;
- Skills training to individuals within the consumer's household who are specifically designated to support the consumer;
- Supports for transition to the Self-Determination Program; and
- Other modifications to nonresidential services that are approved by the consumer that further or achieve his or her service needs.

6. What is the Regional Center's role with Alternative Services?

- Your service coordinator can help you identify service options or different providers if your current provider is unable to meet your needs or provide the necessary support services. Since your service needs may have changed because of COVID 19, you

can also discuss the need for different or more services with your service coordinator.

- Within 30 days of learning about a consumer's interest in Alternative Services from the provider, the regional center will notify you, in your preferred language, confirming the request for Alternative Services. The notice will include contact information for the consumer's service coordinator and their supervisor. If you have questions you should contact your service coordinator or their supervisor.

7. What steps can I take to make sure that Alternative Services meet my or my family member's needs?

- Think about your or your family member's individual's goals, needs and services before you speak with your service provider. You may want to use the Family Engagement Guide to help you think about your current needs and the kinds of services that will meet these needs. You can find [the Family Guide here](#).
- If your provider is offering Alternative Services, look at the list of possible Alternative Services in question 4. Which services may be helpful to you and which service types may not help you? Are there other services or options that are not listed that you want to discuss? Do you need training or supplies to access any of these services?
- Ask questions so you understand the flexible and creative options being offered.
- Think about ways service can be coordinated with other providers and share that information.
- Ask your service coordinator about other ways services can be provided. For example, under Participant-Directed Services, you can directly hire a person you choose, including a family member to provide some services. More information about participant directed services may be found [here](#)

8. What can I do if my provider does not provide services under the Alternative Services directive and I have questions about the services I or my family member receive?

To ensure the health, welfare, and safety of regional center consumers during the COVID 19 Pandemic, DDS allowed many services to be provided in an alternate location or through remote electronic communications, including Skype, Facetime, video conference, or telephone conference. The flexibility to provide services in an alternate location or through remote means, should not have changed the frequency or duration of any IPP service absent the agreement of the consumer's IPP team. If the consumer requested or agreed to have services provided in an alternative location or through remote means, the provider notified the regional center and the regional center sent a letter, to the consumer in their preferred language, confirming this change. Information about these requirements may be found [here](#).

If you have concerns about the services you or your family member are receiving you should speak with your service provider and/or Service Coordinator. For example, you may have concerns about the amount of the service, the hours the services are provided or no longer think that remote services work for you or your family member. Your provider may be able to adjust you or your family members services. Your service

coordinator may be able to identify other service providers or services that can better meet your need. You may also want to discuss using Participant Directed Services with your Service Coordinator. You may find it helpful to think about the areas listed in Question 7 or the [Family Guide](#) to prepare for your discussion with your service provider or service coordinator.

For Vendors and Service Providers

1. We are still in a State of Emergency so why did the retainer payments (billing for consumer absences) have to end?

- Consumers needs for nonresidential services continue during the State of California's stay-at-home order
- Additionally, the federal Centers for Medicare and Medicaid Services (CMS) has clarified that federal funding is time-limited for retainer payments (billing for consumer absences)
- Alternative Services translates services developed in response to COVID-19 to developmental services eligible for ongoing federal reimbursement during the State of Emergency

2. Do I need to complete Enclosures A, B, or C included in the July 17, 2020 directive?

No. The July 17, 2020 Directive introduced the structure with enclosures A, B, and C as sample documents. Since July 17, 2020, the structure and documents have been updated. Providers should not use the sample documents. DDS released an Enclosure for Certification with the August 31, 2020 Directive that needs to be submitted by providers of Alternative Services before requesting reimbursement.

3. Do I need submit a COVID-19 Protection Plan Verification?

The draft COVID-19 Protection Plan Verification shared by DDS in June has not been finalized and is not required by DDS. Providers must review the requirements for compliance with state and/or local public health guidelines, which in some cases may require written protection plans for other oversight agencies.

4. Other than delivering supplies to my consumers, I am providing the same services as I did before COVID via video conferencing. Does that make this Alternative Services, or will they continue to be billed the same way?

- If the packet or supplies are to be used in lieu of traditional service delivery, it is Alternative Services.
- If the packet or supplies are to be used to support traditional service delivery, it is not Alternative Services.

CERTIFICATION

5. Who is required to submit the Certification for Alternative Services (Enclosure) to the regional center?

Service providers that cannot provide services in the traditional way and/or through remote options and intend to provide and bill for Alternative Services must submit certification for each vendored service to the regional center prior to requesting reimbursement claims. The certification is only required once unless there are changes to the alternative services delivered. The [certification can be found here](#).

6. Is regional center approval of the certification required?

No. The certification serves as the provider's affirmation of the requirements for the delivery of Alternative Services.

7. Will a program design revision or new vendorization be needed to provide Alternative Services?

No. Service providers do not need to revise the program design or apply for a new vendorization.

8. Are providers of Alternative Services responsible for all of the types of Alternative Services listed on the Enclosure?

No. Providers should check any/all types that they plan to offer.

9. Are providers of Alternative Services responsible for all of the Certifications listed on the Enclosure?

Yes. Providers are responsible for all of them.

BILLING

10. Can I still provide services and bill for the established daily or hourly rate?

Yes. Services that are provided in original form, including remotely or in alternate locations, should be billed at the established rate for each unit of service. However, service providers may not additionally bill the monthly unit rate for Alternative Services for the same consumer.

11. What if I am providing services to some consumers in traditional form, and some consumer via Alternative Services?

A service provider may provide and bill for some consumers in traditional form, and other consumers via Alternative Services. Each consumer's billing should be either the traditional form or alternative services in a given month. If all or some services in the month were provided via alternative delivery, the service provider should bill the alternative monthly unit rate. A reminder, that Alternative Services are intended if

traditional services are not feasible to meet the individual's needs, but alternative options will.

12. What rate is used if the consumer wants a combination of traditional services and Alternative Services?

A combination of services should be billed using the Alternative Services monthly rate.

13. How is the monthly unit rate determined and how do I know what it will be?

COMING SOON

14. How are rates calculated if we don't have 12 months of history for everyone or the number of people served changed?

The monthly rate for everyone receiving services from the provider will be the average per person, per month cost for the 12 months ending February 2020. Only months where services were provided will be included in the calculation.

15. How will the rate be determined for consumers new to my services since February 2020?

COMING SOON

16. How will the monthly unit rate be determined for new vendors that began services since February 2020?

COMING SOON

17. Will I have a different rate for each consumer, or one rate for all?

Beginning in November, each provider of Alternative Services will have a monthly unit rate that will be used for all consumers they serve.

18. Am I eligible for certification and billing for Alternative Services if I did not bill for consumer absences (retainer payments)?

Yes. All providers of nonresidential services are eligible to provide Alternative Services, regardless of prior billing for consumer absences (retainer payment).

19. If a consumer has been unresponsive to attempts to contact him/her, will I be able to bill for services based upon the prior average monthly attendance?

No. As of September 1, 2020 service providers will only be able to bill the monthly unit rate for consumers for whom Alternative Services were provided each month.

20. The Directive stating retainer payments are to end August 31, 2020 was extended until October 14, 2020, so is that the new end date for retainer payments?

No. The Directive extended until October 14, 2020 was amended to conform with the July 17, 2020 Directive stating retainer payments end August 31, 2020. It does not change the retainer payment end date of August 31, 2020.

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 320, MS 3-9
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1958



October 12, 2020

Call for Promoting Service Access and Equity Grant Program Applications Notice to Prospective Applicants

The Department is now accepting applications from regional centers (RCs) and community-based organizations (CBOs) for grant funds available in FY 2020/21. This year's grant focus is on the development of culturally and linguistically responsive strategies that will lead to individual and family empowerment and improved access to services and supports.

The Department has identified key grant priorities with input through its Developmental Services Task Force Service Access and Equity workgroup meetings, statewide stakeholder engagement meetings, community-based organization meetings, and individual and family testimony. Priority areas of focus are:

- Building leadership capacity to increase representation and voice in the developmental services system for self-advocates and families in diverse communities.
- Creating collaborative opportunities for connection and learning between individuals, families, service providers, and regional centers.
- Improving access to technology, to include training for self-advocates and families.

Applicants must review the 2020-21 Guidelines and follow the DDS Application Instructions located on the Department's website [here](#). All applications must be submitted online through GrantVantage [here](#) no later than 5:00 p.m. PST on December 2, 2020. A list of frequently asked questions (FAQs) will be posted to the Department's website.

The Department seeks proposals that are innovative, demonstrate the capacity to carry out proposed activities and result in sustained strategies and collaborations after completion of the project. Proposals must address a local community or statewide issue/barrier identified through POS data, stakeholder feedback, and/or RC plans and recommendations to promote equity and reduce disparities.

The Department will host a Bidder's Conference Zoom meeting to answer questions regarding the grant on:

October 23, 2020, from 10:00 a.m. to 12:00 p.m.

Register in advance for the Zoom Meeting [here](#). Interested applicants are encouraged to submit questions in advance of the Bidder's Conference to: SAEgrantprogram@DDS.ca.gov.

"Building Partnerships, Supporting Choices"

DEPARTMENT OF DEVELOPMENTAL SERVICES

1600 NINTH STREET, Room 240, MS 2-13
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1897



October 19, 2020

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: 89th ANNUAL CAPITOL TREE LIGHTING – REQUEST FOR ORNAMENTS

For more than two decades, individuals who have a developmental disability have created ornaments to adorn the Christmas tree at the State Capitol. In recent years, we have received hundreds of ornaments from regional center community art programs. The Department of Developmental Services (DDS) has been asked again to participate in the official State Capitol Tree Lighting Ceremony, and we are requesting ornaments from the community.

The tree lighting ceremony will take place the first week of December. As in previous years, a child with a developmental disability will participate in an evening ceremony with Governor Gavin Newsom and First Partner Jennifer Siebel Newsom, but this year the event is going to be virtual.

We encourage regional centers to work with their communities to create and send ornaments that reflect the cultural diversity of California, celebrate family and holiday traditions from the Golden State. Some examples of themes include Hanukkah, Winter Solstice, Christmas, and Kwanzaa.

To be included on the tree, all ornaments must be received at DDS headquarters by Monday, November 16, 2020. Enclosed are guidelines and suggestions for ornaments and a shipping form that must be included with the ornaments. If you have questions, please contact Amy Wall, Assistant Deputy Director of External and Public Affairs, at (916) 869-8833 or amy.wall@dds.ca.gov.

Sincerely,

Original Signed by:

BRIAN WINFIELD
Chief Deputy Director

Enclosures

cc: Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies
Nancy Bargmann, DDS
Amy Wall, DDS

“Building Partnerships, Supporting Choices”

Guidelines and Suggestions for Ornaments

Ornaments must be received no later than Monday, November 16, 2020, in order to be placed on the tree.

Dimensions: Ornaments should be large: 5 to 10 inches in diameter by 5 to 8 inches in height. The tree is usually more than 40 feet tall, and the public is not allowed within 10 feet of the tree. (Larger ornaments are easier to see from this distance).

Colors: Bright colors and reflective material are more visible. The tree is very large, and 3,000 ornaments and 10,000 lights barely fill it. If you would like to create ornaments in specific color schemes, feel free to do so. Note that the tree lighting ceremony is at night and ornaments are often 40 feet above the ground. Photos from last year's event are on the DDS website: <https://www.dds.ca.gov/general/news-room/annual-state-capitol-christmas-tree-lighting-ceremony/>

Themes: If you have a group of artists working together, themes work really well. **We encourage you to send ornaments that celebrate family, reflect the cultural diversity of California and celebrate holiday traditions from the Golden State. Some examples of themes include Hanukkah, Winter Solstice, Christmas, and Kwanzaa.** If photographs of individuals served by either the developmental centers or regional centers are included on ornaments, please provide a signed release (Enclosure B) authorizing DDS to use the photos.

Materials: Plastic or laminated paper and other waterproof materials work well. (Non-laminated paper will be destroyed by the weather). Ornaments should come with either string or wire loops for hanging. Reflective ornaments are especially effective outside as there is a lot of natural lighting. Durable ceramics are acceptable, but **please do not use any glass.**

Quantity: The tree is very large and has room for many ornaments. We are hoping to contribute at least 800 ornaments to the tree from community and developmental center art programs.

Packaging: If the ornaments are fragile, please pack them appropriately for shipping. Carefully package the ornament hangers so that they do not become tangled during shipment.

Shipping Form: Please fill out the enclosed shipping form and include it with your ornaments. Email the number of parcels shipped and tracking number(s) to cynthia.bowman@dds.ca.gov once the parcel has been shipped.

Ship to: Department of Developmental Services
1600 9th Street, Room 340, MS 3-17
Sacramento, CA 95814
DEVELOPMENTAL CENTERS DIVISION
ATTN: Cynthia Bowman/TREE ORNAMENTS

CONSENT TO RELEASE INFORMATION, IMAGES, OR RECORDINGS FOR COMMUNICATION OR MEDIA-RELATION PURPOSES**DS 5651** (REV. 08/2020)

INSTRUCTIONS: This form shall be completed and signed by any Department of Developmental Services (“Department”), Regional Center or vendor employee or adult individual with capacity, whenever their photographs, recordings or any other personal identifiable information are made or used by the Department or its agents and affiliates for communication or media-relation purposes.

This form is not for release of information, images or records of consumers. Please use the “*DS 6017 Authorization for Release of Information, Photographs or Recordings for Communication or Media-Relation Purposes*” for releases involving consumers.

The terms “images” and “recording” shall mean any still photograph, audio, motion picture in any format including, but not limited to digital, audio, video, or any other mechanical or electronic means of recording or reproducing images.

CONSENT FOR USE AND DISCLOSURE

I, _____ hereby grant permission to the Department, and its affiliates and agents, to use and disclosed my information, images, or recordings for the Department’s communication or media-relation activities without compensation.

Who will disclose the information - The Department and/or its agents and affiliates identifiable information, photographs and recordings, that are disclosed or used for a Department communication or media-relations activity will be obtained from only you.

Other agents/affiliates (if applicable):

Where Information, Images or Recordings will be published: The specified identifiable information, photographs or recordings in this consent will be published in one or more of the following outlets and available to the public (please check all that apply):

- Education Publication / Videos/ YouTube Channel
- Electronic Publishing (e.g., public or internal website-www.dds.ca.gov)
- Social Media (e.g., Facebook/Twitter/Instagram)
- Promotion / Advertising
- Local / Regional / National News Outlet
- Other (please describe):

The type of information to be used or disclosed - Identifiable personal information about you, photographs, and/or recordings relating to you and within the context of a Department communication or media relations activities.

The following information can be used or disclosed: Please either: (1) describe the information, images or recording; or (2) provide an attachment or website link to the information, images or recording:

CONSENT TO RELEASE INFORMATION, IMAGES, OR RECORDINGS FOR COMMUNICATION OR MEDIA-RELATION PURPOSES

DS 5651 (PAGE 2 - REV. 8/2020)

ACKNOWLEDGEMENTS

I understand that this consent is voluntary. This consent is not under duress, nor conditioned on my employment status. I also understand that I may revoke this consent at any time, provided I make the request for revocation in writing to the Department's Privacy Officer at PrivacyOfficer@dds.ca.gov. I further understand that my request for revocation will be honored except to the extent that the Department has already taken action in reliance on this consent and cannot cancel publication or recall distribution.

I understand this consent will remain in effect indefinitely until the information, images, or recordings are no longer used by the Department in electronic or printed formats for its communications or media relations activities. By signing this consent, DDS is not obligated to use my information, images or recordings.

I understand and agree that this consent also permits the Department and its affiliates and agents to alter any images of me (in whole or in part) for publication, including but not limited to, changes in color, size, perspective, context, foreground or background.

This consent provides DDS and its affiliates and agents with a right to use or reuse my information, images or recordings specified herein for Department communications or media relations activities.

I hereby release to DDS any and all actual or potential copyrights to my information, images, videos or records, thereby allowing DDS and its affiliates and agents to distribute, publish and prepare such information for publication. I waive any claims to ownership of said materials and disclaim any rights to pursue an infringement of any copyrights, actual or potential.

I agree that DDS is not obligated to take action against any inappropriate use of my information, images, and recordings by third parties once published. DDS owns all rights to such information, images and records. I understand that any information and images provided may be subject to redisclosure by the recipient and therefore not subject to the protection of state and federal privacy laws. This includes redistribution through electronic media.

I hereby release the State of California, DDS, its employees, agents, and affiliates from any and all liabilities, claims and demands arising out of or in connection with the use of the provided information, image or recordings.

Prior to deciding whether or not to execute this consent, I have the right whether to seek advice from independent legal counsel. I warrant that I am 18 years of age or older and have the right to contract in my own name. I have read the above Consent prior to its execution and I am fully familiar with the contents of this document. This Consent shall be binding upon me and my heirs, legal representatives, and assigns.

PRINT NAME:**ADDRESS:****SIGNATURE:****DATE:**

Confidential Information - See Civil Code Sections 1798, et seq.

COPIES OF ALL SIGNED FORMS SHOULD BE DELIVERED TO THE DEPARTMENT COMMUNICATION STAFF. IF YOU ARE A DDS EMPLOYEE, A COPY OF THIS EXECUTED FORM WILL BE PLACED IN YOUR OFFICIAL PERSONNEL FILE.

2020 State Capitol Tree Lighting Ceremony Ornament Shipping Form

(THIS FORM MUST BE INCLUDED IN PACKAGE WITH ORNAMENTS)

NAME OF CENTER/PROGRAM:

CONTACT PERSON/TITLE:

MAILING ADDRESS:

CITY, STATE, ZIP: _____

CONTACT TELEPHONE NUMBER:

CONTACT EMAIL:

BRIEFLY DESCRIBE ORNAMENTS SHIPPED:

TOTAL NUMBER OF ORNAMENTS SHIPPED: _____

The Early Start Community

If you have a young child who needs specialized care or has a disability, or if you have a concern about your child's development, there is help and support in your community!

Early Start **Family Resource Centers** help you navigate through Early Start.
www.dds.ca.gov/services/early-start/family-resource-center

Places like **libraries** provide opportunities for learning and inclusion.
www.library.ca.gov/services/to-libraries/library-directory

Child care, preschools, or home visiting programs, such as Early Head Start, can help support development.
mychildcare.ca.gov/#/home

Your child may receive services from their local **school**.
cainclusion.org/camap/map-project-resources/county-specific-resources

Pediatricians check your child's development at 9, 18, & 24 months.
www.cdc.gov/ncbddd/actearly/index.html

Families are the heart of Early Start. Find Early Start resources here:
www.ceitan-earlystart.org/central-directory

Your **health care plan** may cover some services for your child.
www.dmh.ca.gov

If you have concerns about your child's development, start by contacting your local **regional center**.
www.dds.ca.gov/services/early-start/family-resource-center/regional-center-early-start-intake-and-family-resource-centers



for Infants and Toddlers with Disabilities and Their Families

The California Department of Developmental Services and the Interagency Coordinating Council on Early Intervention have information for parents and professionals about how to get help and support. For additional questions, please call the Early Start BabyLine at 800-515-BABY (800-515-2229).

Design created by Guthrie Devine at Eastern LA FRC.

WHAT IS EARLY START?

A statewide interagency system of coordinated early intervention services for infants and toddlers with or at risk for disabilities or developmental delay and their families. **Regional Centers are open and accepting referrals for Early Start during COVID-19.** If you suspect that an infant or toddler has a developmental delay or atypical development then:

Screen



A child may be eligible for early intervention services if they:

- Show a developmental delay in one or more areas of cognitive, communication, social or emotional, adaptive, or physical and motor development, including vision or hearing;
- Have an established risk condition of known etiology, with a high probability of resulting in delayed development; or
- Are considered at high risk of having a substantial developmental disability due to a combination of biomedical risk factors that are diagnosed by qualified personnel.

Refer



- Local Regional Centers <https://www.dds.ca.gov/rc>
- Local Educational Agency <http://www.cde.ca.gov/sp/se> (for children with solely low incidence visual, hearing, and orthopedic disabilities)
- Within 45 days, the regional center or local educational agency will:
 - Assign a Service Coordinator
 - Obtain parental consent
 - Schedule & complete evaluations
 - Develop an Individualized Family Service Plan (IFSP) to develop strengths and services
 - Provide services in home or community setting
- Go to <https://www.dds.ca.gov/services/early-start/what-is-early-start> to learn more about the referral process.

Get Involved



- Collaborate with community resources in treatment planning by providing written communication;
- Participate via conference call;
- Attend IFSP meetings; or
- Provide input and receive feedback from the assessment team.
- You can be the link between families and the early intervention process! For information about family support, go to the Family Resource Centers website <http://www.frcnca.org>

See Results



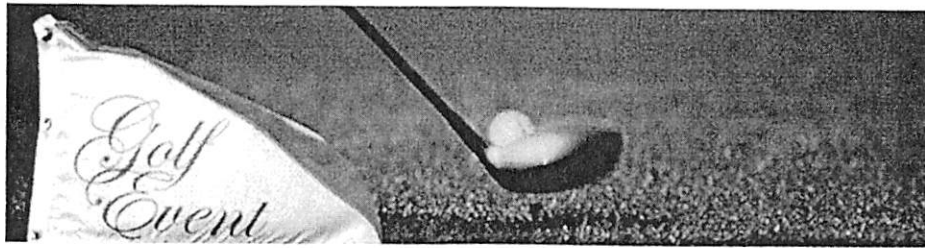
- Studies found that children who participate in high-quality early intervention/early childhood development programs tend to have
 - Less need for special education and other specialized services;
 - Greater language abilities;
 - Improved nutrition and health; and
 - Experienced less child abuse and neglect.



California Department of
Developmental Services



For more information and/or questions regarding Early Start referrals, please contact the Early Start BabyLine at 1-800-515-BABY or email EarlyStart@dds.ca.gov.



Dear Community:

We are happy to announce that the Richard D. Davis Foundation will continue with its annual golf tradition on **Monday, October 26, 2020**. For the past 32 years, this event has been our primary fundraiser that helps us further our mission to secure services and supports to meet the unmet needs of individuals served through San Gabriel/Pomona Regional Center.

Due to the challenges of COVID-19, our event this year will be changed to a "round of golf" and not an actual tournament. Things will look slightly different, but it is the best way to move forward safely demonstrating our unity and resilience as a community.

South Hills Country Club in Covina, California is the new home of our golfing event -- an absolutely beautiful course for a phenomenal golfing experience. Our golf event is an opportunity to encourage participation from our supporters while maintaining social distancing out on the course. We look forward to a beautiful day of golf...as we've done so for many years!

The cost will be **\$125.00 per player - which includes golf cart, fees, and a boxed lunch**. This amount is equivalent to the fees charged by the venue. We appreciate any in-kind support or donations to help us continue to meet the unmet needs of individuals with developmental disabilities through these difficult times. As expected, the impact of COVID-19 has added atop of existing hardships that individuals served by San Gabriel Pomona Regional Center are faced with on a day to day basis.

The following adaptations will be in place during this event:

- No tournament format.
- There will only be 72 participant spots available.
- No "shotgun start" - participants will be given a tee time.
- One golfer per cart with the exception of family members or partners.
- Boxed lunch will be provided.
- Complimentary soft drinks & water
- No awards dinner or raffle event.
- Social distancing throughout the day.
- Face masks

Availability to participate is limited. To reserve your spot or make a donation, PLEASE CLICK HERE

OUR MISSION

The Richard D. Davis Foundation through partnership with the San Gabriel/Pomona Regional Center, Service Providers, and members of our Community is committed to improving the quality of the lives of individuals with developmental disabilities that are served by San Gabriel/Pomona Regional Center.

We engage in fund raising endeavors for the purpose of purchasing and delivery of services and products that are not funded or available through any public or private entity. We believe, meeting unmet needs for individuals served by San Gabriel/ Pomona Regional Center, advances their achievement , furthers their independence and maximizes their integration within our communities.

Improving the lives of individuals with developmental disabilities is the "essence of our existence".

**Richard D. Davis Foundation for the
Developmentally Disabled, Inc.**
75 Rancho Camino Drive
Pomona, CA 91766

*Providing Charitable Assistance for Developmentally
Disabled People
Federal Tax ID # 93-0977399*

SAN GABRIEL/POMONA REGIONAL CENTER

BOARD OF DIRECTORS

MEMORANDUM

TO: Department of Developmental Services

FROM: Board of Directors (Gisele Ragusa, Ph.D., Board President) *Gisele Ragusa*

SUBJECT: 2020-2021 Board Training Plan: *Process, Topics, Schedule, and Evaluation*

DATE: September 1, 2020

Pursuant to Welfare and Institutions Code 4622(g) and in concert with the Directive dated August 28, 2020, the San Gabriel/Pomona Regional Center (SG/PRC) Board of Directors is pleased to inform the Department of Developmental Services (DDS) about our 2020-2021 Board of Director's Training Plan.

Needs Assessment and Topic Selection Processes

The SG/PRC Board's Training Plan is revised annually, and its topic and speaker selection results from an annual Board Training Needs and Topic Selection E-Survey completed by all Board and its Committee members. This e-survey data collection was initiated in Fall 2017 and occurs annually. Topics and trainings from past two years' surveys have included: *Working with Legislators (two sessions- ARCA leadership + legislative staff)*, *Self-determination (intro. and update sessions- SG/PRC leadership staff)*, *Understanding the Lanterman Act- (Enright and Associates + SGPRC/staff)*, *Legacy Planning- (two Consultative Agencies)*, *Board Responsibilities- (Enright and Associates)*, among other Board/Committee selected topics.

Generally, there are at least four formal Board training sessions annually which occur during scheduled Board meetings and are open to all Board and its Committee members and the general public. The Board Training Needs and Topic Selection E-Survey is generated out of the Board's Strategic Development Advisory Committee. This e-survey was most recently completed in July 2020 by all Board and Committee members. The results of the 2020 e-survey were compiled and a report was presented to the Strategic Development Advisory Committee for topic and potential speaker selection at their August 2020 meeting. The topics and associated speakers for each topic were selected by the Strategic Development Advisory Committee. These topics and speakers were presented to the Full Board of Directors at the August 26th Board Meeting and were approved by full Board vote at the meeting. All Board members are required to attend each training, and Committee members and the general SG/PRC community is invited to all trainings.

75 Rancho Camino Drive, Pomona, California 91766
(909) 620-7722 www.sgprc.org

Program of San Gabriel/Pomona Valleys Developmental Services, Inc.

2020-2021 Topics, Schedule, and Speakers

October 28, 2020 - *National Core Indicators and Performance Contract*. Speaker: Dr. Carol Tomblin, SG/PRC (Qualifications: Ph.D. Degree, 25 + years regional center leadership experience)

February 24, 2021 - *Understanding Roles and Services of Vendors*. Speakers: Panel of Vendors across service delivery type (Qualifications: vary by vendor type, generally panelist will be non-profit vendor leadership with advanced degrees).

April 28, 2021 - *Communication of Board Members*. Speaker(s): Communication and Leadership Consultant. (Qualifications: speaker is under selection process, likely to hold advanced degree in a communications related field)

July 28, 2021 - *Engaging in and Understanding Board Strategic Planning Processes*. Speakers: Strategic Development Consultant with Board's Strategic Development Advisory Committee Leadership (Qualifications: speaker/consultant is under selection process, likely to hold advanced degree in a communications related field; Strategic Development Advisory Committee members hold bachelor's, masters' and Ph.D. degrees depending on member).

Each of these Board trainings will be approximately 90 minutes long and will occur during regularly scheduled board meetings (4th Wednesday of month commencing at 7:15 PM). These topics and the schedule are available on the SG/PRC website for public review and access.

Training Evaluation and Reporting

A brief evaluation of each Board training session will be completed at the close of each training session via e-survey and discussion with the Board's Strategic Development Committee. Results of this evaluation will be summarily reported to DDS in addition to a training update.

Additional Training Opportunities and Issues Forums

In addition to the described SG/PRC Board training effort, the Board and its Committees will participate in all ARCA Board related training, as they did in 2019. The Board's current President is a member of ARCA's Board Delegate's ad hoc training planning group. Moreover, beginning in Fall 2019, at each Board meeting, the SG/PRC Board has an *issues forum* which serves as a formative training and exchange forum in which Board members discuss pertinent topics that have been generated by the Board and its Committee members in consultation with SG/PRC staff members and vendors/service providers. Each *issues forum* lasts approximately 15-20 minutes during regularly scheduled Board meetings and most topic discussions extend across two-three Board meetings. In Fall 2019, the Board generated a listing of issues to be discussed at future Board *issues forums*. To date, there have been *issues forums* on vendor/service provider issues (staffing needs and fiscal difficulties). Resulting from these *issues forum* discussions (3), the Board intends to co-support, (along with SG/PRC staff and vendors), a few targeted job fairs to generate future service provider staffing interests. Other *issues forums* were tabled in Spring 2020 and were replaced by monthly COVID-19 discussions, which emerged as *issues forums* as a consequence of the pandemic. In the coming Fall 2020-Winter 2021 Board meetings, the Board will discuss issues and challenges associated with adult services and associated transitions, which is a topic area that has been generated by the Board as an *issues forum* topic.