I. Call to Order & Introductions

Jessica Gould, chair, called the meeting to order at 6:12 when a quorum of members were present. Introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

A new item IV.A. was added and items IV.G. and IV.H. were added.

M/S/C (M. Heid/M. Miller) To approve the agenda as modified.

B. Approval of Minutes from the February 21st Meeting

M/S/C (M. Miller/P. Grayson-DeJong) To approve the minutes as presented.

IV. Committee Business

A. Community Resource Development Fund (CRDF) (Yolanda Bosch)

Yolanda Bosch explained that the Department of Developmental Services (DDS) has traditionally provided community placement plan (CPP) funds to regional centers for the purpose of developing placements in the community for consumers living in developmental centers, which are being closed. Now that the developmental centers are emptying, the CPP will be phased out. In its place will be the CRDF which will provide funding for regional centers to support their most difficult to serve consumers now living in the community. The committee was provided with a 3-page handout on the new CRDF. To get the CRDF projects started, the next steps will be:
1. Outreach: explain what the CRDF is to our community.
2. Survey consumers, families, staff, and other stakeholders to seek priorities for the CRDF funding.

Outreach materials will be finalized by the end of this month, outreach activities will take place in April, the survey data will be analyzed in late April/early May, and the final proposal will be sent to DDS by the May 18th deadline. Please contact Yolanda directly with any further questions about the CRDF at: YBosch@nlacrc.org.

**Action:** Yolanda will make sure that the survey she will be creating will not be duplicative of the recent needs assessment survey that was conducted by the center’s legislative educators.

B. **Proposed Changes to Service Standards**

1. Individual Program Plan (IPP) Development
2. Family Supports & Living Arrangements
3. Educational and Vocational Services
4. Legal Services
5. Early Start

Proposed service standard changes were presented to this committee last August; they were approved by the board and submitted to DDS in October. After review, DDS has asked that additional changes be considered. The email from DDS outlining their suggestions, was provided to the committee. Ruth reviewed the additional changes with the committee.

**M/S/C** (M. Miller/P. Grayson-DeJong) To present the proposed changes to the service standards to the Board of Trustees, for their review and approval, as presented.

C. **DDS Fair Hearing Semi-Annual Report**

DDS releases information about each of the 21 regional centers’ fair hearing data on a regular basis. Copies of the report covering the first 6 months of 2017 were provided to the committee and reviewed.

D. **Monthly Community Placement Plan (CPP) Report** (Maria Bosch)
E. **Self-Determination Program** (Ruth Janka)

DDS resubmitted the waiver to the Centers for Medicare and Medicaid Services (CMS) on March 13th. DDS has been working closely with CMS on the waiver changes so DDS is confident that CMS will approve the waiver within the 90 day timeline. NLACRC has a work group to help the center prepare for implementing the program. Also, Ruth and Sheila Calove are members of the statewide work group. While attending a recent statewide meeting, it was realized that each of the 21 regional centers have different ideas on how to implement the program. As it is very important for the state to have consistency with its implementation of self-determination, another work group will be formed to make sure there is consistency among the centers.

F. **Board Audit**: Does any action impact the availability or quality of services?

Yes. As discussed many times during committee meetings, the lack of funding for regional center operations and service provider rates have a definite impact on the availability and quality of services.

G. **Special Incident Report (SIR) Update** (Ruth Janka)

At the last board meeting, George Stevens realized there was an error in the number of SIRs reported; 78 incidents were reported, but only 54 incidents were included in the report. After review, the error was attributed to a software glitch; the corrected SIR will be included in the April 11th board meeting packet.

H. **Case Management Report** (Ruth Janka)

Ruth reported that the center is working on timelines for Individual Program Plan (IPP) reports, and quarterly and annual reports. Service coordinators are supposed to complete the reports within 14 days, but that is very difficult because of their high caseloads. A proposed timeline for quarterly and annual reports will allow service coordinators 30 days in which to complete them; the committee was in agreement with this change.

Ruth also informed the committee that she is going to begin holding “coffee with the deputy director” meetings. They will be informal meetings where people can come and talk with her about their issues. She plans to start by going to established parent group meetings.
V. Board Meeting Agenda Items

The following items were identified for the committee’s section of the April 11th board meeting agenda:

A. Minutes of the March 21st Meeting
B. Community Resource Development Fund
C. Self-Determination Program Update
D. B. Presentation of Proposed Changes to Service Standards
   1. Individual Program Plan (IPP) Development
   2. Family Supports & Living Arrangements
   3. Educational and Vocational Services
   4. Legal Services
   5. Early Start

VI. Announcements / Information Items / Public Input

A. Complete Meeting Evaluations

   Jessica asked the committee members to please complete their evaluation forms after the meeting and submit them to her with any comments.

B. Next Meeting: Wednesday, April 18th, at 6:00 p.m.

VII. Adjournment

Jessica adjourned the meeting at 7:19 p.m.

Submitted by:

Jennifer Kaiser
Executive Assistant