Present: Manuel Alfaro, Melissa Ferman, Lillian Martinez, Jessica Gould, Pat Grayson-DeJong, Michelle Heid, and Meagan Miller – Committee Members  
Steve Miller – Guest  
Maria Bosch, Ruth Janka, Liliana Windover, Michele Marra, George Stevens, Jesse Weller, Helen Herrera, and Sheila Calove – Staff Members  

Absent: Erika Hernandez and Ismael Maldonado

I. Call to Order & Introductions

Jessica Gould, chair, called the meeting to order at 6:06 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

M/S/C (M. Alfaro/M. Miller) To approve the agenda as presented.

B. Approval of Minutes from the February 21st Meeting

M/S/C (M. Alfaro/M. Miller) To approve the minutes as presented.

IV. Committee Business

A. 3rd Quarter Exceptions/Exemption Report (Ruth Janka)

The exceptions report lists requests from consumers and families for services that are outside of the center’s service standards and whether those services were approved or denied. During the 3rd quarter of this fiscal year, the center approved 326 requests and denied only 1.

The exemptions report lists requests made for services that have been suspended or reduced as a result of the trailer bill language. The report showed that during the 3rd quarter, the center approved 3 requests.
Ruth stated that during the 3rd quarter, we are showing a decrease in exception cases. This number does not reflect a decrease in needs or change in service delivery. The decrease is because the exception cases are becoming more complicated and they are taking longer to staff because they require more time to review. Therefore, this number is not indicative that we have fewer needs. Case management may need to restructure their schedule to see how we can get through staffing and review more cases.

B. 3rd Quarter Appeals/Hearings Report (Ruth Janka)

Copies of the report were provided and reviewed. During the 3rd quarter:

1. **Eligibility:** 380 Notices of Action were sent and 10 were returned (appealed).
2. **Service:** 246 Notices of Action were sent and 10 were returned.
3. **Hearings:** 3 fair hearings were held:
   - 3 eligibility hearings (1 denied, 1 dismissed and 1 pending decision)

The center is having a very difficult time contacting some of the families to conduct the annual review of their Individual Program Plan (IPP). Therefore, this report shows an increase in Notice of Proposed Actions (NOAs) regarding inactivation of cases which are being sent to the families, because without the ability to conduct an IPP, we are not able to maintain the case active.

C. 3rd Quarter Consumer Diagnosis Report (Ruth Janka)

Copies of the report were provided to the committee for their review. The report showed diagnostic information about the center’s consumers each quarter since July 1, 2015. Of the 25,118 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,767
2. Autism: 10,301
3. Cerebral Palsy: 559
4. Epilepsy: 238
5. Other developmental disability: 1,170
6. Status 0, 1, 2: 4083

Status 0 are clients in intake, Status 1 are clients in Early Start (at risk), and Status 2 clients are children over 3 that have been found eligible for regional center services.
D. **Monthly Community Placement Plan (CPP Report (Maria Bosch))**

The goal for FY 2017-18 is to place 6 consumers out of Fairview Developmental Center (FDC), thereby moving all NLACRC remaining consumers and completing our portion of the closure process for this developmental center. In addition, the center is projecting placing 2 consumers out of Porterville Developmental Center and 2 consumers out of Canyon Springs.

Maria Bosch reported that we have one individual moving out of Canyon Springs next week and 4 additional individuals moving in May or June into People’s Care Home. It was also reported that we had a consumer who died at FDC due to health issues.

E. **Monthly Case Management Report (Ruth Janka)**

1. **Case Management Positions:** One of the recommendations during last year’s caseload ratio meeting was to create some full-time officer of the day (OD) positions to allow service coordinators to focus their attention on their caseloads. It was also recommended to create floater service coordinator positions who would cover temporarily uncovered caseloads due to leaves of absence, vacation, illness, etc. The center advertised these positions and we only received 1 application for 11 positions (6 OD and 5 floater positions). We are going back to the drawing board and make these positions more desirable by making promotional opportunities in pay and professional development. Our plan is that by July 1st we will have these positions redesigned and posted.

2. **Data Report:** Ruth is running a report to analyze what percentage of service coordinators were able to meet the 14 day timeline for Individual Program Plan (IPP) reports. We are looking at increasing the timeline period to allow services coordinator to prepare these reports on time.

3. **Caseload Equity:** In addition to looking at sharing cases among the school age, transition, and adult units, the center is looking at a formula and methodology to create more effectiveness and equity among units.

F. **Self-Determination Program (Ruth Janka)**

The Department of Developmental Services (DDS) submitted the waiver application and they are very confident that the Centers for Medicare and
Medicaid Services (CMS) is going to approve it. The center has developed an implementation work group for the fiscal side to help the center prepare for implementing the program. We continue to hold our Self-Determination Local Advisory Committee meetings on a monthly basis. Currently we have an interest list of 220 families.

G. Role of Committee in Shaping the Regional Center’s Future

We had our Town Hall meeting on April 5th at Sam’s Café and during this meeting many issues were raised. One of the issues discussed was creating a more responsive system between the families and the regional center. During the Town Hall meeting, preliminary results from the community survey were shared in which families expressed un-ending appreciation for the support provided by the regional center, but they also expressed their frustration pertaining to the lack of communication and information provided by the regional center and the urge to improve the relationship between families and regional center.

**Action:** The committee recommended to keep this topic on the agenda for next meeting in order to continue the discussion on: 1) regional center responsiveness; and 2) services coordinators being the source of information, advocacy, and consultation, hoping to provide needed information to families.

V. Board Meeting Agenda Items

The following items were identified for the committee’s section of the May 9th board meeting agenda:

A. Minutes of the April 18th Meeting
B. 3rd Quarter Exceptions/Exemptions Report
C. 3rd Quarter Appeals/Hearing Report
D. 3rd Quarter Consumer Diagnosis Report
E. Self-Determination Program Update
F. Approval of 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, May 16\textsuperscript{th}, at 6:00 p.m.

VII. **Adjournment**

Jessica adjourned the meeting at 7:05 p.m.

Submitted by:

**Liliana Windover**

Liliana Windover
Executive Administrative Assistant

[camin apr18 2018]