I. Call to Order & Introductions

The meeting was called to order at 6:05 p.m. and introductions were made.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

The agenda was approved as presented.

B. Approval of Minutes of May 16th Meeting

M/S/C (J. Gould/M. Davis) To approve the minutes as presented.

IV. Committee Business

A. Annual Committee Orientation

1. Policies & Procedures
2. Core Values for Policy Development
3. Board Audit Section

Ruth reviewed these documents with the committee so they could better understand the committee’s purpose and their role as a committee member.

B. Elect a Committee Chair

Anna Hamilton and Caroline Mitchell both expressed interest in serving as the committee chair for this fiscal year. They both left the room and an election was held.
**Action:** The committee elected Anna Hamilton to serve as committee chair for this fiscal year.

C. **Meeting Schedule for FY 2018-19**

Copies of the committee’s meeting schedule was provided. The committee is scheduled to meet 9 times this fiscal year; a legislative training will be held in September, in lieu of the committee meeting.

D. **Committee’s Critical Calendar for FY 2018-19**

Copies of the committee’s approved critical calendar for this fiscal year were provided. The calendar lists the critical actions that need to be taken by the committee each month; these actions will be added to the monthly committee meeting agendas to make sure the committee stays on track with its regular activities.

E. **Review Priorities for FY 2017-18 & Identify Priorities for FY 2018-19**

The committee’s priorities for last fiscal year were:

1. Oversee the implementation of the self-determination program consistent with statute, Medicaid waiver, and regulations.
2. Monitor purchase of service disparity within the provision of services.
3. Ensure that the center provides services that are in compliance with Medicaid waiver, statute, and regulations.
4. Monitor the center’s caseload ratios.

*M/S/C* (J. Gould/M. Ferman) As the priorities from last fiscal year are still relevant, the committee will present them to the board for approval as their priorities for this fiscal year.

F. **4th Quarter Consumer Diagnosis Report**

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 25,408 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,798 (3.3% increase since July 1, 2015)
2. Autism: 10,547 (**30.4% increase**)  
3. Cerebral Palsy: 562 (6.2% increase)  
4. Epilepsy: 239 (3% increase)  
5. Other developmental disability: 1,174 (12% increase)  
6. Status 0, 1, 2: 4,088 (24.8% increase)

Consumers who have more than 1 disability are put into the category of their primary diagnosis. Several committee members expressed interest in seeing the numbers divided into age groups.

**Action:** A consumer diagnosis report will be prepared for the committee broken down into the following age categories: 3-9; 10-13; 14-17; 18-24; 25-40; 41-64; and 65 and older, for the categories of autism and I/D.

G. 4th Quarter Exceptions/Exemptions Report – Handout

Copies of the report were provided to the committee and Ruth reviewed it with them.

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 4th quarter of last fiscal year, the center approved 754 requests and denied 0.

Discussion ensued as to why there would be so many exceptions outside of the center’s service standards that would be approved. Ruth explained that the services requested were outside of the service provider’s approved program design.

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 4th quarter, 4 exemptions were approved and none were denied.

H. 4th Quarter Appeals/Hearings Report – Handout

When the center makes decisions regarding a consumer’s services or someone’s eligibility for services, that individual has a right to appeal our decision. During the 4th quarter of last fiscal year:

1. **Eligibility**: 393 Notices of Action were sent and 20 were returned (appealed).  
2. **Service**: 308 Notices of Action were sent and 14 were returned.
3. **Hearings:** Three fair hearings were held (2 for eligibility and 1 for service denial); 1 was granted, 1 were denied and 1 was dismissed.

The report also includes a graph that shows the number of appeals filed each quarter. Staff should be able to explain any spikes you see in the graphs.

I. **Self-Determination Program Update**

Sheila reported that the center is finalized the job descriptions for the self-determination service coordinator positions. We anticipate receiving information from the Department of Developmental Services (DDS) on how regional centers should implement the program, including the guidelines and which consumers they have selected to participate in our 3-year pilot.

J. **Monthly Community Placement Plan (CPP) Report**

Copies of the CPP report were provided to the committee and Jamie reviewed the highlights with them. The center’s goal for last fiscal year was to move 6 consumers out of Fairview Developmental Center, 2 consumers out of Porterville Developmental Center, and 2 consumers out of Canyon Springs and find homes for them in the community. Unfortunately, we were only able to successfully place 7 out of the 10.

K. **Update on 637 Proposals**

For the sake of the new committee members, Ruth explained that the term “637” refers to a bill number that was passed several years ago allow DDS to waive a regulation in order for a regional center to provide a needed service. NLACRC recently developed 2 such proposals and, after board approval, submitted them to DDS for their review and approval:

1. **Speech & Language Pathology Assistants (SLPAs)**

   The need exists for service providers to be able to provide speech therapy to consumers through the use of SLPAs. However, Title 17 only allows the use of licensed speech pathologists to provide speech therapy. NLACRC’s proposal is to allow the center to use SLPAs to provide speech therapy services.

2. **Community-Based Integrated Support Services**
The need exists for individualized services to support consumers with complex medical and/or behavioral support needs in order to fully access integrated community settings and achieve competitive integrated employment. However, the highest staff/consumer ratio offered is a 1:1. NLACRC’s proposal is to develop a new service called community-based integrated support services, which was developed in coordination with the vendor community, to use 1:2, 3:1, and 2:3 staffing ratios.

L. **Monthly Case Management Report** (Ruth)

The center is revising the timelines in the performance standards for service coordinators for annual Individualized Program Plans (IPPs), quarterly reviews, semi-annual reviews, and annual reviews from 14 days to 30 days to help service coordinators better manage their high caseloads. This will go into effect August 1st.

V. **Board Meeting Agenda Items**

The following items were identified for the committee’s section of the August 15th board meeting agenda:

A. Minutes of the July 18th Meeting  
B. 4th Quarter Exceptions/Exemptions Report  
C. 4th Quarter Consumer Diagnosis Report  
D. 4th Quarter Appeals/Hearings Report  
E. Self-Determination Program Update  
F. Approval of the Committee’s FY 2018-19 Priorities

VI. **Announcements / Information Items / Public Input**

A. **Complete Meeting Evaluations**

Anna 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, August 22nd, at 6:00 p.m.

VII. **Adjournment**

Anna adjourned the meeting at 7:25 p.m.
Submitted by:

Jennifer Kaiser
Jennifer Kaiser
Executive Assistant

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