

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

August 1, 2019

The following committee members were in attendance at said meeting:

PRESENT:

Michelle Mainez
Rosalind Ford
Nur Bandek

STAFF:

Lucina Galarza, Interim Executive Director
Erika Gomez, Exec. Assistant - BOD

MEMBERS ABSENT:

David Bernstein, Chairperson
Shawna Brown-Acosta
Bryan Chacon

RECOMMENDED ACTIONS

THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:

None

A. CALL TO ORDER

Michelle Mainez, on behalf of David Bernstein, called the meeting to order at 9:39 a.m. A quorum was not established. Introductions were made of everyone in the room.

The minutes from the April 4, 2019 and May 2, 2019 meeting were tabled.

B. ELECTION OF VAC CHAIRPERSON FY 2019/2020

The committee held a special meeting on June 26, 2019 to select their new VAC Chairperson and the committee unanimously voted for David Bersntein.

C. COMMUNITY SERVICES UPDATES

Aaron Christian, Director or Community Services, and Tim Travis, Director of Clinical Services and Federal Revenues provided topics on the following topics:

- Rate Survey

- Rate Increase
- HCBS
- Fairview Developmental Center equipment
- Electronic visit verification
- Request for qualification postings
- Audits
- Just a Minute Campaigning

D. **VENDOR CATEGORY REPORTS**

Adult Programs

Vocational – (2 vacancies)

Adult Day – Rosalind Ford shared that the subcommittee met before the meeting. She shared the craft fair will be on August 15, 2019. The committee will meet again in September before the VAC meeting.

Infant & Children Services

Infant Development Program – Nur Bandek had nothing to report.

Transportation

Vacant

Independent Living Services

ILS Services – Vacant

SLS Services – Vacant

Residential Services

ICF – David Bernstein was not present.

CCF –Michelle Mainez had nothing to report.

Specialized- Vacant

Other Vendored Services- Bryan Chacon was not present.

At Large- (2 vacancies)

E. **EXECUTIVE DIRECTOR REPORT**

Lucina Galarza, Interim Executive Director referenced the monthly Executive Director Report:

Self Determination:

- The Local Advisory Committee will meet on August 13, 2019 to discuss how rates are determined. Staff continue to hold monthly meet and greet meetings for those in the program.
- To date, approximately 34 individuals/families have requested to be exited out of the SDP.
- Staff have recently been told that additional names will be selected soon by DDS to replace the individuals who have chosen to exit the SDP.
- On October 8, 2019, vendors will be invited to participate in a training which will focus on their role in the SDP. The training session will be provided by Liz Harrel, the DDS representative who is the resident – expert in Self-Determination.

Caseload Ratios: SG/PRC received formal feedback from the Department that caseload ratios were not met in two areas as follows: for individuals who moved from Developmental Center (DC) since 4/93, and lived in Community between 12 and 24 Months; and for individuals who have not moved to the community since April 1993, and are not younger than the age of three nor in the Home and Community-Based Waiver (other category). Staff reported that almost every caseload ratio, except in the "other category" was met and that staff is currently appealing not meeting the category pertaining to individuals who have left the Developmental Center between 12 and 24 months. A formal plan of correction to address the ratios that were not met was submitted to the Department.

Audits

- Office of Inspector General – SG/PRC was selected for a Federal Audit. This will start the week of August 26, 2019. They will primarily at how the agency handles Special Incident Reports, especially those coming from residential facilities.
- Early Start Audit – This audit has audit started this Monday. Staff will be provided information about what/if any findings.

F. SUB-COMMITTEE REPORTS

Membership and Recruitment – Bryan Chacon was not present.

Socials and Special Functions – The Holiday Social is scheduled for December 5,

2019.

Legislation- David Bernstein was not present.

Vendor Training – Vacant

PUBLIC COMMENTS

None

MEETING ADJOURNED

The next regular meeting will be held on September 5, 2019 at 9:30 a.m.