

# SAN GABRIEL/POMONA REGIONAL CENTER

## NOTICE OF MEETING

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, September 22, 2021**

**TIME: 7:15 p.m.**

**PLACE: THE MEETING SESSION IS OPEN TO THE PUBLIC VIA VIDEOCONFERENCE.**

All SG/PRC Board and related Committee meetings will not be cancelled, however they will be temporarily adapted to video-conference to maintain distancing during the COVID-19 outbreak. All scheduling for such video-conferenced meetings will remain at their regularly scheduled times.

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

The upcoming meeting will be convened via videoconference. Please check our website, [sgprc.org](http://sgprc.org) to access the videoconference link.

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

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

**S**AN GABRIEL/POMONA  
 REGIONAL CENTER  
 75 Rancho Camino Drive  
 Pomona, CA 91766

MEETING AGENDA  
**BOARD OF DIRECTORS MEETING**  
 (Meets 4<sup>th</sup> Wednesday of each Month)

**Wednesday, September 22, 2021 at 7:15 p.m.**  
**Videoconference Meeting**  
 ZOOM Meeting ID: 234 566 141  
 Password: 916227

**BOARD OF DIRECTORS**

**Penelope Fode, Board President**

**Sheila James, 1<sup>st</sup> Vice President**

**Shannon Hines, 2<sup>nd</sup> Vice President**

**Bill Stewart, Treasurer**

**Anabel Franco - Vizcaino, Secretary**

**Gisele Ragusa, Immediate Past President**

**Susan Stroebel, VAC Chairperson**

**Preeti Subramaniam**

**Georgina Molina**

**Natalie Webber**

**Julie Lopez**

**Sherry Meng**

**Mary Soldato**

		ACTION	MATERIAL	COLOR
<b>7:15 - 7:25</b>	<b>CALL TO ORDER (Penelope Fode, President)</b>	None	None	None
	• <b>Roll Call</b>	<b>Quorum</b>	<b>None</b>	<b>None</b>
	• <b>Review Agenda</b>	Info	Attached	White
	• <b>Minutes of August 25, 2021</b>	<b>Consent</b>	<b>Attached</b>	<b>White</b>
<b>7:25 – 7:30</b>	GENERAL PUBLIC INPUT	Info	None	None
<b>7:30 – 7:35</b>	EXECUTIVE/FINANCE COMMITTEE (Penelope Fode, Anthony Hill & Roy Doronila)  Financial Report	Info	Attached	Ivory
<b>7:35 – 7:40</b>	COMMUNITY RELATIONS/LEGISLATIVE ADVISORY COMMITTEE (Penelope Fode and Julie Lopez)	Info	Attached	Orange
<b>7:40 – 7:45</b>	ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR FAMILIES (Shannon Hines and Sheila James)	Info	Attached	Yellow
<b>7:45 – 7:50</b>	VENDOR ADVISORY COMMITTEE (Susan Stroebel)	Info	Attached	Goldenrod

<b>APPROXIMATE SCHEDULE</b>	<b>ITEM</b>	<b>ACTION</b>	<b>MATERIAL</b>	<b>COLOR</b>
<b>7:50 – 7:55</b>	STRATEGIC DEVELOPMENT ADVISORY COMMITTEE (Gisele Ragusa) Board Survey – Trainings	Info	Attached	Green
<b>7:55 -8:00</b>	BOARD PRESIDENT’S REPORT (Penelope Fode) -ARCA Board Delegate Update	Info	None	None
<b>8:00– 8:15</b>	EXECUTIVE DIRECTOR’S REPORT (Anthony Hill, Executive Director) Brief COVID-19/Operations Overview Performance Contract/ Presentation- DRAFT	Info	None	None
<b>8:15</b>	OTHER BOARD & COMMUNITY ANNOUNCEMENTS	Info	None	None
<b><u>ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING</u></b>				
<b>8:20</b>	<b>EXECUTIVE SESSION - None</b>	Info	None	None

**SAN GABRIEL/POMONA DEVELOPMENTAL SERVICES, INC.**  
**BOARD OF DIRECTORS**  
**Draft Minutes of the Meeting of the Board of Directors**  
**(A California Corporation)**

**August 25, 2021**

**ATTENDANCE**

The following members of the Board of Directors were present at said meeting:

**PRESENT:**

Penelope Fode  
Sheila James  
Shannon Hines  
Bill Stewart  
Anabel Franco – Vizcaino  
Gisele Ragusa  
Susan Stroebel  
Preeti Subramaniam  
Natalie Webber  
Georgina Molina  
Mary Soldato  
Julie Lopez  
Sherry Meng

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Joe Alvarez, Associate Director of Clinical Services  
Daniela Santana, Director of Client Services  
Roy Doronila, Chief Financial Officer  
Salvador Gonzalez, Director of Community Outreach and Compliance  
Lupe Magallanes, Associate Director, Early Start and Intake Services  
Yvonne Gratianne, Manager of Communications & Public Relations  
Erika Gomez, Exec. Assistant BOD  
Willanette Satchell, Executive Assistant

**GUESTS:**

Michelle Nelson  
Bruce Cruickshank  
Sofia Benitez  
Nikisia Simmons  
Tracy Evanson  
Joseph Huang

**A. CALL TO ORDER:**

Penelope Fode, Board President, called the meeting to order at 7:19 p.m. Roll call was taken, and a quorum was established.

- The agenda was reviewed, and an Executive Session was added regarding a personnel matter.

- The minutes for the June 23, 2021 meeting were reviewed and approved by the Board.  
**M/S/C (Ragusa & James) The Board approved the minutes.**  
**Abstain: Stewart & Franco-Vizcaino**
- The minutes for the July 28, 2021 meeting were reviewed and approved by the Board.  
**M/S/C (Hines & Stewart) The Board approved the minutes.**

**B. PUBLIC INPUT:**

None

**C. EXECUTIVE/FINANCE COMMITTEE**

**Financial Report**

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

In regional center operations, the allocation based on the B3 Amendment is projected to meet expenditure projections. Projections include estimated cost of wage enhancements, vacation buyouts and continuation of projects identified in the prior year. The operations allocation for fiscal year 2020-21 is currently at \$32,367,211 with projected expenditures of \$32,048,711. The current month's expenditure amounted to \$794,282 and the year-to-date expenditures is \$29,951,298 with projected remaining expenditures of \$2,097,413. This reflects a surplus of **\$318,500** in regular operations.

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 Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,209,748, the full amount is expected to be spent. The Fairview program's is included in this amount. The Community Placement Plan (CPP) and DC ongoing Workload operations allocation is currently allocated at \$1,688,719. Expenditures for the year are projected to be within the allocated amount.

The Purchase of Service allocation is based on the B3 amendment in the amount of \$283,327,207. The current month's expenditure amounted to \$21,164,758 bringing the year-to-date expenditures for services to \$268,931,604. The remaining projected expenditures and late bills are in the amount of \$10,501,277 leaving a

surplus, **\$9,694,326**. POS expenses directly related to COVID19 are included in this projection. CPP POS is in a separate line item, the allocation for \$ 75,836 in start-up is still missing but is projected to be funded in future allocation.

**Contract Review:**

Presented by Lucina Galarza, Director of Community Services

- *Ideal*

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

**M/S/C (Lopez & Molina) The Board approved the contract.**

**Abstain: Stroebel & Franco**

- *California Mentor Rosemount*

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

**M/S/C (James & Subramaniam) The Board approved the contract.**

**Abstain: Stroebel & Franco**

**D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE**

Julie Lopez and Penelope Fode are the new Chairpersons, and as such, they shared that the committee is looking forward to receiving binders organized by staff that will contain the legislative information that could potentially impact the individuals served and the regional center system. The committee also received the monthly Community Outreach Report.

**E. CLIENT SERVICES ADVISORY COMMITTEE**

Shannon Hines reported that the committee was provided with a presentation on how rates are determined for the Self Determination program. Also, the meet and greet sessions have been moved to the second Saturday of the month starting in September.

**F. VENDOR ADVISORY COMMITTEE (VAC)**

Susan Stroebel shared that there is a national crisis with hiring qualified staff. She also informed that there will be a LICA meeting next Monday, and the Day Program Subcommittee will meet tomorrow.

**G. STRATEGIC DEVELOPMENT COMMITTEE**

Gisele Ragusa is now serving as the Chairperson for this committee. She let the

members know that they will receive the Board Survey shortly. The survey is for the Board and all the committees. The upcoming Board trainings will be determined from the outcome of the survey. The committee will also start revising the Strategic Plan.

## **H. BOARD OVERVIEW**

Penelope Fode shared the following information:

- ARCA Board Delegate Update –
  - At the last meeting, there was a presentation that focused on the need of technology for the Developmentally Disabled Community.
  - DDS also did a presentation on budget issues.
  - San Andreas Regional Center did a presentation on the pilot program, START.
  - The next ARCA Academy will meet on September 14, 2021 and the session will be broadcasted the next day.
- Board Committees Chairpersons Assignment – Julie Lopez is serving as co-chair with Penelope Fode on the Community Relations/ Legislative Committee and Gisele Ragusa is serving as the chairperson for the Strategic Development Committee.
- Board Bylaws – The Board reviewed the amended Bylaws for the second time.

**M/S/C (Subramaniam & Soldato) The Board approved the amended Bylaws, effective immediately.**

## **I. EXECUTIVE DIRECTOR’S REPORT:**

Anthony Hill, Executive Director, discussed the following:

- Brief COVID 19/Operations Overview – 20% of staff are back in the office. Fiscal, IT and administrative staff returned on May 10, 2021.
- SG/PRC believes that the mandate that says health care workers must be vaccinated applies to its staff and to service providers as well as their staff.
- 97% of SG/PRC staff are vaccinated.
- There was a discussion about how vendors are being challenged with the fear of losing the staff that do not want to get vaccinated. SG/PRC encourages vendors to decide for their organization with the guidance from Governor Newsom’s orders. Advocates of individuals served are pushing for Direct Support Personell to be vaccinated.

**J. SG/PRC KAIZEN BEST PRACTICES**

Daniela Santana, Director of Client Services, presented on the following information:

- What Kaizen is
- How Kaizen supports SG/PRC’s mission statement
- Continuous Improvement as an agency
- Intake and Early Intervention
- Case Management: Family, Transition, Adult, Residential Services
- Clinical and Community Services Departments
- Fiscal Department
- Human Resources Department
- Facilities, IT, Office and Records Departments
- The Kaizen practices that are around the corner
- How staff can contribute to Kaizen efforts

**K. EXECUTIVE SESSION**

Bylaws Discussion and Personnel Matter

**Next meeting on Wednesday, September 22, 2021 at 7:15 p.m.**

**BOARD MINUTES FROM THE AUGUST 25, 2021 MEETING**

Submitted by:

\_\_\_\_\_  
Anabel Franco, Board Secretary

\_\_\_\_\_  
Date



**S**AN GABRIEL/POMONA  
REGIONAL CENTER

# Committee Reports & Information



**August – September 2021**

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

**September 8, 2021**

**PRESENT**

Penelope Fode, President  
Sheila James, 1<sup>st</sup> VP  
Shannon Hines, 2<sup>nd</sup> VP  
Gisele Ragusa, Immediate  
Past President  
Anabel Franco - Vizcaino,  
Secretary  
Bill Stewart, Treasurer  
Natalie Webber, Director

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Roy Doronila, Chief Financial Officer  
Peter Tiederman, Consultant CFO  
Raquel Sandoval, Director of Human Resources  
Willanette Satchell, Executive Assistant  
Erika Gomez, Executive Assistant - BOD

**ABSENT:**

**GUESTS:**

None

**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 2021, for services paid through August 17, 2021

**ITEMS DISCUSSED**

**A. CALL TO ORDER**

Penelope Fode, Board President, called the meeting to order at 7:18 pm. A quorum was established.

The committee reviewed the agenda.

The committee reviewed and approved the minutes of the August 11, 2021 meeting.

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

**Abstain: James & Franco-Vizcaino**

**B. PUBLIC INPUT:**

None

**C. FINANCIAL REPORT**

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

**Financial Report**

In regional center operations, the allocation based on the B3 Amendment is projected to meet expenditure projections. Projections include estimated cost of wage enhancements, vacation buyouts and continuation of projects identified in the prior year. The operations allocation for fiscal year 2020-21 is currently at \$32,367,211 with projected expenditures of \$32,048,711. The current month's expenditure amounted to \$220,200 and the year-to-date expenditures is \$30,171,498 with projected remaining expenditures of \$1,944,157. This reflects a surplus of **\$251,556** in regular operations.

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 Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,209,748, staff expect to spend the full amount. The Fairview program's is included in this amount. The Community Placement Plan (CPP) and DC ongoing Workload operations allocation is currently allocated at \$1,688,719. Expenditures for the year are projected to be within the allocated amount.

The Purchase of Service allocation is based on the B3 amendment in the amount of \$283,327,207. The current month's expenditure amounted to \$6,803,512 bringing the year-to-date expenditures for services to \$275,735,117. The remaining projected expenditures and late bills are in the amount of \$3,965,118 leaving a surplus, **\$9,061,047**. POS expenses directly related to COVID19 are included in this projection. CPP POS is in a separate line item, SG/PRC is missing an allocation for \$ 75,836 in start-up but is projected to be funded in future allocation. **(M/S/C – Ragusa & James) The committee approved the Financial Report.**

**D. CONTRACTS FOR REVIEW**

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

- *Easter Seals Kirkwood*

- *Easter Seals Prospero*
- *Elwyn El Monte*

## **E. BOARD OVERVIEW**

Penelope Fode, Board President, reported on the following:

- Board Survey – Based on the results, the Strategic Development Committee decided on the future Board training topics and will send the memo with that list to DDS if approved by this committee.

The 2021-2022 Training Topics, Schedule, and Speakers is as follows:

- October 27, 2021 - *Benchmarking and Performance Outcomes Communication* Speakers: SG/PRC Staff and applicable consultants (Qualifications: Advanced degree(s) and regional center leadership experience).
- February 23, 2022 - *Advanced Strategic Planning and Development*. Speakers: Consultants with Strategic Planning Expertise (Qualifications: Vary by type, generally, leadership strategic planning experience in non-profits with advanced degrees).
- April 27, 2022 - *Understanding Diversity, Equity and Inclusion (DEI)*. Speaker(s): Diversity, Equity, and Inclusion Consultant(s). (Qualifications: Consultant(s) with advanced degree with DEI expertise related field).
- July 27, 2022 - *Self-Determination: Full Implementation Update*. Speakers: Regional Center Leadership and Partners (Qualifications: Regional Center staff and partner(s) with advanced degrees). **(M/S/C – Stewart & James) The committee approved the training topics list memo to be submitted to DDS.**

## **F. INFORMATION - EXECUTIVE DIRECTOR**

Anthony Hill, Executive Director, reported the following:

- Board Composition Survey – By August 15 of each year, the governing board of each regional center must submit to DDS detailed documentation, as determined by the department, demonstrating that the composition of the board is in compliance. Executive Director, Anthony Hill, explained the methodology that has been in place for years. Like last year, the survey reflects that SG/PRC's Board is not in compliance and is missing Asian and Hispanic representation. Mr. Hill disputed this finding last year and DDS agreed. Staff are awaiting a response and if a plan of correction is requested, they will ask that the statistics of who is served within the agency be taken into consideration.
- Performance Incentive Program- As a part of Governor's Newsom's budget, the performance of regional centers and the service provider community will

- be measured. SG/PRC will have two representatives, Lucina Galarza and Mr. Hill, that will work on the performance measures committee.
- Medi-Cal Enrollment Disclosure- Update – Mr. Hill expressed his appreciation of those that completed their Medi-Cal Enrollment Disclosure. He reminded them that SG/PRC will offer them LifeLock identity theft protection to those that want it. Staff received confirmation that DDS received all the documentation.
  - DDS Audit – The 6-week audit started on August 2, 2021. Most submissions have been done electronically. There have not been any significant findings other than today’s; there is a laptop was not recovered and some phones were not surveyed out.
  - Website Refresh/Logo Concept Update – The Executive management team are now on the website with individual pictures and their bio. There was a brief discussion about how the Board would like to move forward regarding their pictures on the website. They will revisit this in January. Staff are also going to present the proposed logo to the Board in the near future.
  - COVID 19 Update - 99.9% of staff are fully vaccinated. Staff are required to return to the office once a week. Staff are also required to test weekly. SG/PRC’s testing site is now open to children as well. There is going to be a vaccine clinic in October to get booster shots. SG/PRC is one of four regional centers that have a staff vaccine mandate. There was a discussion about the mandates of service providers and their staff. While SG/PRC cannot mandate vaccination from vendors, they are being highly encouraged to accept the mandate as healthcare workers.
  - Announcements –
    - The Richard D. Davis Foundation’s Annual Golf Tournament is scheduled for 10/25/2021.
    - The Breaking Barriers conference is scheduled for October 5, 202.

### **MEETING ADJOURNED**

The meeting adjourned. The next regular meeting will be held on October 13, 2021 at 7:15 p.m. via teleconference.

### **CLOSED SESSION**

Personnel Matter

**SAN GABRIEL/POMONA REGIONAL CENTER  
FINANCIAL REPORT**

FISCAL YEAR 2020-21

PAYMENTS THROUGH AUGUST 17, 2021 FOR SERVICES PROVIDED THROUGH JUNE 30, 2021

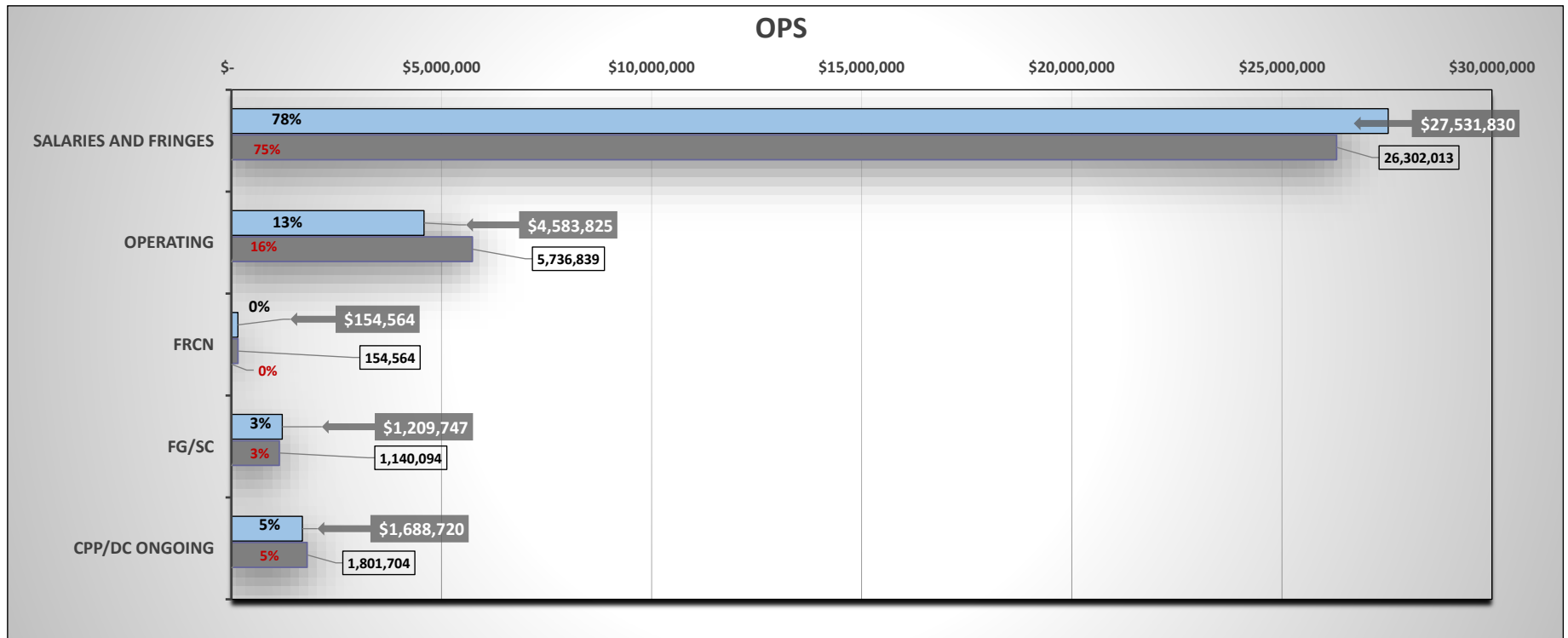
**OPERATIONS (OPS)**

**REGIONAL CENTER**

	MTD	YTD	Remaining	Total
Salaries and Fringes	\$48,684	\$25,941,845	\$1,589,985	\$27,531,830
Operating Expenses	\$171,516	\$4,229,653	\$354,172	\$4,583,825
<b>Total</b>	<b>\$220,200</b>	<b>\$30,171,498</b>	<b>\$1,944,157</b>	<b>\$32,115,655</b>
Allocation ( B-3 )				\$32,367,211
<b>Surplus/(Deficit)</b>				<b>\$251,556</b>

**RESTRICTED OPS FUNDS**

Family Resource Center	\$14,131	\$131,750	\$22,814	\$154,564
Foster Grandparent/Senior Companion	\$34,977	\$1,060,832	\$148,915	\$1,209,747
Community Placement Plan	\$65,297	\$1,678,499	\$10,221	\$1,688,720
<b>Total</b>	<b>\$114,405</b>	<b>\$2,871,082</b>	<b>\$181,950</b>	<b>\$3,053,032</b>
Allocation ( B-3 )				\$3,053,032
<b>Surplus/(Deficit)</b>				<b>\$0</b>



**SAN GABRIEL/POMONA REGIONAL CENTER  
FINANCIAL REPORT**

FISCAL YEAR 2020-21

PAYMENTS THROUGH AUGUST 17, 2021 FOR SERVICES PROVIDED THROUGH JUNE 30, 2021

**PURCHASE OF SERVICES (POS)**

**REGIONAL CENTER**

	MTD	YTD	Remaining	Total
Out of Home	\$1,278,240	\$108,803,075	\$410,782	\$109,213,857
Day Programs	\$2,174,177	\$73,060,485	\$1,264,514	\$74,324,999
Transportation	\$94,831	\$11,797,788	\$203,666	\$12,001,454
Respite	\$1,641,520	\$22,773,871	\$650,325	\$23,424,196
Other Services	\$1,614,744	\$59,299,898	\$1,435,832	\$60,735,729
<b>Total</b>	<b>\$6,803,512</b>	<b>\$275,735,117</b>	<b>\$3,965,118</b>	<b>\$279,700,234</b>

**SPA/ICF Receipts**

Allocation ( B-3 )

**Surplus/(Deficit)**

**(\$5,434,075)**

\$283,327,207

**\$9,061,047**

**RESTRICTED POS FUNDS**

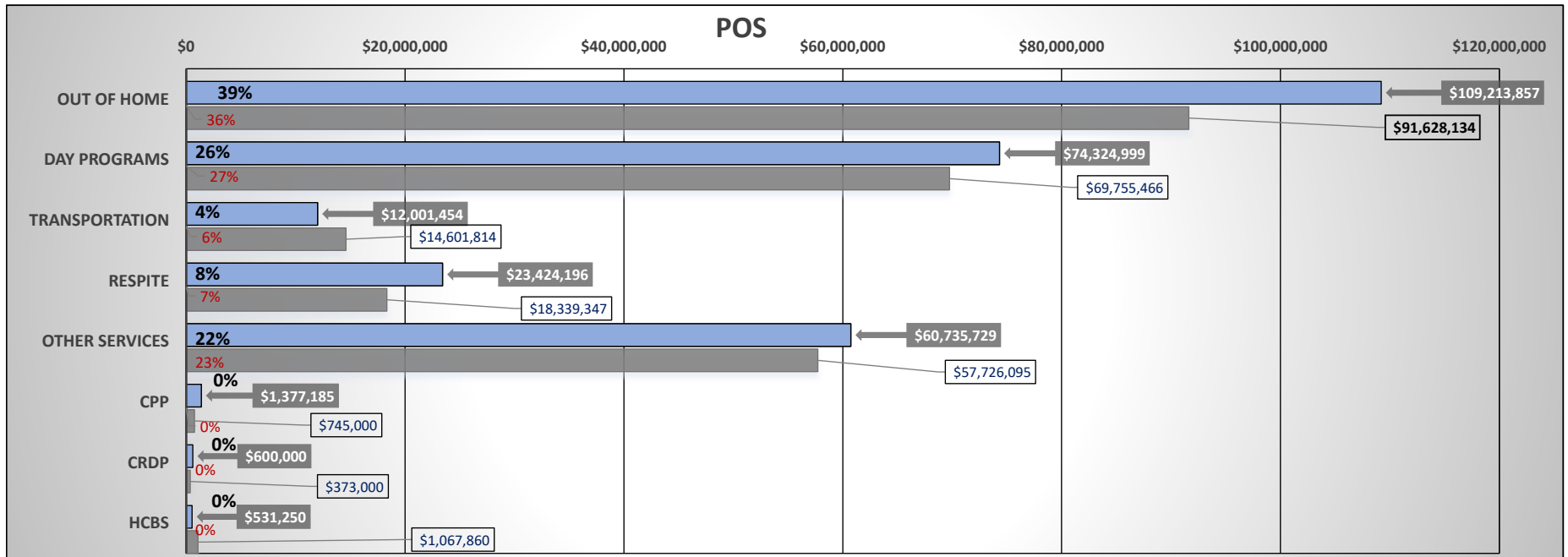
CPP	\$0	\$415,041	\$962,144	\$1,377,185
CRDP	\$20,000	\$20,000	\$580,000	\$600,000
HCBS	\$0	\$0	\$531,250	\$531,250
<b>Total</b>	<b>\$20,000</b>	<b>\$435,041</b>	<b>\$2,073,394</b>	<b>\$2,508,435</b>

Allocation ( B-3 )

**Surplus/(Deficit)**

\$2,432,599

**(\$75,836)**



# San Gabriel Pomona Regional Center

To: The Board of Directors  
From: Roy Doronila, CFO  
Date: September 1, 2021  
Subject: Financial Report Notes

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Attached, for your review and approval are the Draft Copies of the Operations and Purchase of Services monthly financial reports for the month of June 2021, for services paid through August 17, 2021. These will be presented at the Executive Finance Committee meeting Wednesday evening, September 8, 2021.

In regional center operations, our allocation based on the B3 Amendment is projected to meet expenditure projections. Projections include estimated cost of wage enhancements, vacation buyouts and continuation of projects identified in the prior year. Our operations allocation for fiscal year 2020-21 is currently at \$32,367,211 with projected expenditures of \$32,048,711. The current month's expenditure amounted to \$220,200 and our year-to-date expenditures is \$30,171,498 with projected remaining expenditures of \$1,944,157. This reflects a surplus of **\$251,556** in regular operations.

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The prior year (FY20) information is included in the graph for comparison.



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

**COMMUNITY RELATIONS/  
LEGISLATIVE COMMITTEE**

**MINUTES FROM THE AUGUST 18, 2021 MEETING**

The following committee members were present at said meeting:

**PRESENT**

Penelope Fode  
Julie Lopez  
Joseph Huang  
Rachel McGrath

**GUESTS**

Sofia Benitez

**STAFF:**

Anthony Hill, Executive Director  
Salvador Gonzalez, Director of Community  
Outreach and Compliance  
Yvonne Gratianna, Manager of  
Communications & Public Relations  
Xochitl Gonzales, Community Outreach  
Specialist  
Amos Byun, Community Outreach Specialist  
Willanette Satchell, Executive Assistant  
Erika Gomez, Executive Assistant - BOD

**ABSENT:**

Natalie Webber  
Georgina Molina  
Ardena Bartlett

**RECOMMENDED BOARD ACTIONS**

**The Community Relations/Legislative Committee recommends the following:**

None

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**CALL TO ORDER**

Penelope Fode, Chairperson, called the meeting to order at 6:04 pm. A quorum was established. Ms. Fode introduced Julie Lopez as a new member and as her co-chair. She also announced that Gisele Ragusa has stepped down from this committee and Ardena Bartlett has joined.

The minutes from July 21, 2021, were reviewed and approved.  
**M/S/C (Huang & McGrath) The committee approved the minutes.**  
**Abstain: Lopez**

### **PUBLIC INPUT**

None

### **COMMUNITY OUTREACH MONTHLY REPORT\***

Xochitl Gonzalez and Amos Byun, Community Outreach Specialists, presented the monthly Outreach Report for July 2021. 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 not supported with Disparity Grant Funds.
- Family Support/ Training

### **LEGISLATIVE ISSUES & OTHER INFORMATION**

Anthony Hill, Executive Director, and staff reported the following:

- Flexible Office Space/Telecommunications - The vision of a flexible workspace is being further supported through a new telecommunications partner that will enable staff to use a desk-phone, lap top soft-phone, teleconferencing, and text messaging. Additionally, all staff will share the same prefix (710) with new extensions. The main phone number, (909)-620-7722, and the after-hours system will remain the same. It is anticipated that the transition will be completed on September 1, 2021.
- Provisional Eligibility 3-4 Year of Age- Effective July 1, 2021, children three through four years in age are eligible for regional center services under the Lanterman Act, without the need for a diagnosis of developmental disability. However, the disability cannot be solely physical. Also, the child must demonstrate significant functional limitations in at least two areas of life activity; including self-care, receptive and expressive language, learning, mobility, and self-direction. During June 2021, SG/PRC made internal adjustments to the staffing

resources to be prepared to serve children and their families. Since, July 1, 2021, staff have found thirteen children provisionally eligible for regional services. These children and their families are receiving services

- Vaccine Mandate/ Verification/Healthcare Workers - During January 2021, SG/PRC staff were designated as healthcare workers fitting within the essential workforce infrastructure and were eligible for the COVID-19 vaccine within that tier grouping. Recently, Governor Newsom declared a mandate that all healthcare workers are fully vaccinated or demonstrate a legal exemption within guidance of the Equal Employment Opportunity before November 1, 2021. Currently, 97% of SG/PRC have been vaccinated.
- Legislation Binder – Each member of this committee will receive an information binder with the upcoming bills and proposals that could impact the individuals served by the regional centers. This committee will start digging deeper and become familiar with legislation.
- Caseload Ratio/Plan of Correction/Public Meeting - Regional Centers are underfunded by at least 921 Service Coordinators statewide, anticipated to be offset through budget policy in the amount of \$61 million to be allocated during Fiscal Year 22/23. Staff are optimistic funding is forthcoming based on a per capita allocation approach. According to the March 2021 survey, SG/PRC did not meet caseload all the ratio requirements for individuals served. Because, SG/PRC did not achieve full compliance, SG/PRC is required to complete a plan of correction and submit its plan to DDS.
- Costco Incident Update - Charges were filed against the police officer that killed an individual with a developmental disability while the individual was shopping with his family at Costco. This shows that change is happening, and progress is being made in that the value of life for people with developmental disabilities are equal to the value of life of all people.

**ADJOURNMENT:**

The next meeting is on September 15, 2021.



**S**AN GABRIEL/POMONA  
REGIONAL CENTER

**Advisory Committee for Individuals  
Served and Their Families**

Wednesday, September 22, 2021 at 6:00 p.m.

Videoconference Meeting

ZOOM Meeting ID: 191 486 135

Password: 681356

**Committee Members:**

**Staff:**

Shannon Hines, Co-Chairperson

Rebecca Wilkins

Sheila James, Co-Chairperson

Ning Yang

Anthony Hill

Mary Soldato

Louis Jones

Lucina Galarza

Preeti Subramaniam

Daniel Clancy

Daniela Santana

Herminio Escalante

Victor Guzman

Joe Alvarez

Michelle Nelson

John Randall (LOA)

Erika Gomez

Jenny Needham

David Grisey (LOA)

Willanette Satchell

Sherry Meng

**AGENDA**

- **Call to Order – Chairperson, Shannon Hines and Sheila James (6:00 – 6:05)  
- Approve Minutes of August 25, 2021 Meeting**

- Public Comment (6:05 – 6:10)

- Action Item: None

**(6:15 – 6:45) – Special Presentation** – Internal Process for Self Determination (Steps) by  
Lucina Galarza, Director of Community Services

**(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**

October 27, 2021 –Provisional Eligibility Category

December 8, 2021 - Fair Hearing Process

January 26, 2022 – Forensic Specialist

- **Self Determination Advisory Committee Meetings & Updates**
- **Coronavirus Update**
- **Agenda for October 27, 2021**

**SAN GABRIEL/POMONA REGIONAL CENTER  
DEVELOPMENTAL SERVICES, INC.**

**Minutes of the Meeting of the Client Services /Advisory Committee  
August 25, 2021**

A regular meeting of the Client Services/Advisory Committee was held on Wednesday, August 25, 2021. The following committee members were present at said meeting:

**PRESENT**

Shannon Hines  
Sheila James  
Mary Soldato  
Pretti Subramaniam  
Herminio Escalante  
Michelle Nelson  
Jenny Needham  
Julie Lopez  
Sherry Meng  
Rebecca Wilkins

**GUESTS:**

Tracy Evanson

**STAFF:**

Anthony Hill  
Lucina Galarza  
Daniela Santana  
Joe Alvarez  
Salvador Gonzalez  
Erika Gomez  
Willanette Satchell

**ABSENT:**

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

**ITEMS DISCUSSED**

**CALL TO ORDER**

Shannon Hines called the meeting to order at 6:04 pm  
A quorum was established.

The minutes of the July 28, 2021, meeting minutes were reviewed.  
**M/S/C (James & Nelson) The committee approved the minutes.**

**PUBLIC COMMENT** – None

**SPECIAL PRESENTATION – RATES AND SELF DETERMINATION**

Lucina Galarza, Director of Community Services, shared on the following information:

- Rate Determination
- DDS Set Rates
- Negotiated Rates

- Schedule of Maximum Allowances
- Other Rates
- Tips

### **FUTURE TRAINING TOPICS:**

- September 22, 2021 –Internal Process for Self Determination (Steps)
- October 27, 2021 –Provisional Eligibility Category
- December 8, 2021 - Fair Hearing Process
- January 26, 2022 – Forensic Specialist

### **SELF DETERMINATION ADVISORY COMMITTEE MEETINGS AND UPDATES:**

Starting in September, the meet and greet sessions will be held on the second Saturday.

### **COVID 19 UPDATE:**

- 60 members of the community used SG/PRC's testing site today
- SG/PRC is adhering to the LA County Health Policy order that all healthcare workers be vaccinated or obtain legal exemption. Staff have a QR code that they are required to disclose.
- Clients' Rights Advocacy are pushing for all Direct Support Personnel be vaccinated.
- 97% of SG/PRC staff have been vaccinated.

### **ADJOURN**

Chairperson Shannon Hines adjourned the meeting.

The next Client Services/Advisory Committee meeting is scheduled for Wednesday, September 22, 2021 via videoconference.

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

**September 2, 2021**

The following committee members were in attendance at said meeting:

**PRESENT:**

Susan Stroebel, Chairperson  
Olaf Luevano  
Valerie Donelson  
Nicole Mirikitani  
Grace Kano  
Brenda Baldeon  
Charmayne Ross  
Nancy Bunker

**STAFF:**

Anthony Hill, Executive Director  
Daniela Santana, Director of Client Services  
Lucina Galarza, Director of Community Services  
Jaime Anabalón, Quality Assurance Manager  
Yvonne Gratianne, Manager of Communications &  
Public Relations

**MEMBERS ABSENT:**

Baldo Paseto  
Vanessa Besack  
Jose Mendoza

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**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**

None

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**A. CALL TO ORDER**

Susan Stroebel called the meeting to order at 10:03 a.m. A quorum was established after roll call.

The agenda was reviewed.

The minutes from the August 5, 2021 meeting were approved.

**M/S/C (Ross & Mirikitani) The committee approved the minutes.**

**B. VAC VACANCIES**

Jeanette Cabrerea from College Connect applied for VAC under “Other” category.

The Recruiting Subcommittee interviewed her and recommended her to the VAC for membership.

**M/S/C (Mirikitani & Donelson) The committee approved Jeanette Cabrera to represent the “Other” category effective immediately.**

Jeanette Cabrera introduced herself and the committee welcomed her.

### **C. IMPACT OF COVID 19 AREAS OF DISCUSSION**

The following concerns were discussed:

- Wage Increase/Qualified Staff – a couple of letters are being drafted that can serve as a starting point to communicate with legislators about this matter. Executive Director, Anthony Hill, is also advocating for this.
- Holding “Open Beds” – Mr. Hill confirmed that it is acceptable for vendors to market their vacancies to other regional centers, but that SG/PRC will have to look at the referral first. A discussion about the referrals process followed; the members would like to get a monthly report of how many vacancies there are, how a home is targeted, and how many individuals served were placed that month. This is something that will be discussed at the next Residential Subcommittee meeting. Lastly, staff informed that the development of additional residential facilities has been frozen at this time.
- Vaccine Mandates for ILS/SLS – The vendors requested clarification on what the expectations for staff to get vaccinated are. The concern that some vendors shared is that while they are being expected to get vaccinated as healthcare workers they are not paid as such or covered by Workers Compensation Insurance or Liability Insurance as such. SG/PRC staff shared that the agency is not currently mandating for vendor staff to be vaccinated but are highly encouraging it. Lucina Galarza, Director of Community Services, shared that licensing recommends that providers practice the strictest requirements.

### **D. VENDOR CATEGORY REPORTS**

#### **Adult Programs**

*Vocational* – Olaf Luevano reported that the next subcommittee meeting is scheduled for September 30, 2021. He also thanked transportation vendors for their flexibility.

*Adult Day* – Jose Mendoza was not present, but Mr. Luevano shared that the subcommittee met last week and announced that they will hold a Trunk or Treat event at SG/PRC. This event could also serve as a vendor fair to showcase and sell



the work of individuals served.

### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross reported that the subcommittee has met twice, once with staff. There will be a follow up meeting to further discuss the issues such as referrals and rates.

### **Transportation**

Baldo Paseta was not present.

### **Independent Living Services**

*ILS Services* – Nicole Mirikitani spoke about the shared concern of losing good staff because they do not want to get vaccinated.

*SLS Services* – Nancy Bunker also spoke about SLS providers struggling with staff across the state. The concern is the quality of services if providers are faced with hiring staff not qualified. She asked if there is a back up plan for this problem; SG/PRC staff informed that the development of registries for staffing shortages has started.

### **Residential Services**

*Specialized* – **One vacancy in this category**

*CCF* – Valerie Donelson (**one vacancy in this category**). Mrs. Donelson asked about the staff registry, specifically about compensation. SG/PRC staff explained that it is allowed to pay those in the registry more as a part of COVID 19 response.

*ICF*- Grace Kano reported that those considered healthcare workers have to be vaccinated by September 30, 2021 and unvaccinated staff will need to get tested weekly. She shared that her staff that are unvaccinated wear N95 masks. Lastly, she said that CDHP is asking ICFs to update their contract information in case of emergencies.

### **Other Vended Services-**

***At Large-*** Susan Stroebel shared that many vendors continue to have openings and are looking for referrals. They would like to see programs vended by San Gabriel be priority for referrals.

## **E. LEGISLATIVE UPDATE**

Susan Stroebel and Valeria Donelson will send a “thank you” letter to Chris

Holden. Mrs. Stroebel provided a document with legislative updates in the materials link.

F. **SG/PRC STAFF UPDATES**

The next Richard D. Davis Foundation will hold its annual golf tournament on October 25, 2021 at South Hills Country Club in West Covina.

**PUBLIC COMMENTS**

None

**MEETING ADJOURNED**

The next regular meeting will be held on October 7, 2021, at 10:00 a.m.

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

**September 8, 2021**

The following committee members were present at said meeting.

**MEMBERS:**

Gisele Ragusa  
Bruce Cruickshank  
Bill Stewart  
Shannon Hines  
Anabel Franco - Vizcaino

**STAFF:**

Anthony Hill, Executive Director  
Daniela Santana, Director of Client Services  
Willanette Satchell, Executive Assistant  
Erika Gomez, Executive Assistant - BOD

**GUESTS:**

Tracy Evanson

**MEMBERS ABSENT:**

Julie Chetney

**RECOMMENDED BOARD ACTIONS**

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

None.

**ITEMS DISCUSSED**

**A. CALL TO ORDER**

Gisele Ragusa, called the meeting to order at 6:02 p.m. A quorum was established.

The agenda was reviewed and the committee decided that the Strategic Timeline will be tabled due to the importance of completing the revision of the Board Survey's results.

The Minutes from the August 11, 2021, Strategic Development Committee meeting were approved.

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

**Abstain: Franco-Vizcaino**

**B. PUBLIC INPUT**

None

### **C. BOARD SURVEY**

The committee reviewed in detail the results from the Board Survey. Based on the results, the members decided the line up for the 2021-2022 Training Plan for the SG/PRC Board and its Advisory Committees that must be submitted to DDS after approved by the Executive Finance Committee.

### **D. FUTURE TRAINING TOPICS:**

The 2021-2022 Training Topics, Schedule, and Speakers is as follows (pending approval of the Executive Finance Committee)

- October 27, 2021 - *Benchmarking and Performance Outcomes Communication* Speakers: SG/PRC Staff and applicable consultants (Qualifications: Advanced degree(s) and regional center leadership experience).
  - February 23, 2022 - *Advanced Strategic Planning and Development*. Speakers: Consultants with Strategic Planning Expertise (Qualifications: Vary by type, generally, leadership strategic planning experience in non-profits with advanced degrees).
  - April 27, 2022 - *Understanding Diversity, Equity and Inclusion (DEI)*. Speaker(s): Diversity, Equity, and Inclusion Consultant(s). (Qualifications: Consultant(s) with advanced degree with DEI expertise related field).
  - July 27, 2022 - *Self-Determination: Full Implementation Update*. Speakers: Regional Center Leadership and Partners (Qualifications: Regional Center staff and partner(s) with advanced degrees).
- M/S/C (Stewart & Franco-Vizcaino) The committee approved the recommendation of this plan to the Executive Finance Committee.**

### **E. COVID-19 UPDATE**

Mr. Hill shared that 99.9% of staff are fully vaccinated. Staff are required to return to the office once a week. Staff are also required to test weekly. Lastly, SG/PRC's testing site is now open to children as well.

### **F. ADJOURNED**

Due to time constraints the committee will table the Strategic Timeline agenda item.

**M/S/C (Hines & Stewart) The committee approved the adjournment of the meeting.**

The next Strategic Development Committee meeting is scheduled for October 13, 2021.

# SAN GABRIEL/POMONA REGIONAL CENTER

September 15 , 2021

TO: Penelope Fode, 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's Critical Business Functions

All critical functions including Intake/Eligibility, Client Services, Fiscal, Clinical, Human Resources, Quality Assurance and Information Technology are at optimal levels. We are implementing our Abundance of Caution strategy, in that we are adjusting our business practices according to public health policy guidance, rates of COVID-19 transmission, and SG/PRC data.

Beginning September 13, 2021, all Service Coordinators and Client Service Managers are scheduled workdays in the office at a minimum of 1 day weekly. Directors, and staff with our Fiscal, Human Resources, Intake & Eligibility, Information Technology, Records/Indexing, and Administrative Teams are working primarily in the office.

The SG/PRC office has remained open throughout the COVID-19 pandemic. Visitors and staff are required to wear a face mask and pass a contactless temperature screening device. We have held firm with this practice, even though guidance from local public health authorities has varied. Our Porter cleans and sanitizes our business office daily, supported by other internal health and safety protocols. We are very proud of our distinction of being the **only regional center throughout the pandemic** that has continued to provide in-person intake/eligibility assessments and early intervention clinics.

### **Vaccine & Disclosure Mandate**

Effective August 9<sup>th</sup>, 2021, all SG/PRC employees were mandated to receive the COVID-19 vaccine or alternatively demonstrate proof of a valid exemption allowable under the guidance of the Equal Employment Opportunity Commission. SG/PRC has achieved 100% compliance in that all staff are either fully vaccinated or have an allowable legal exemption.

Additionally, all SG/PRC employees are required to disclose vaccination status immediately when conducting agency business at residential facilities, intermediate care facilities, skill nursing facilities, adult family homes, supported living arrangements, schools and any setting where an individual served lives, and upon request at jails, homeless shelters or other community or governmental agencies that might require disclosure. SG/PRC employees were designated as healthcare workers from the Los Angeles County Department of Public Health (LACDPH) during February 2021 (See Attachment A).

### **Intake/Eligibility Data First Quarter FY21/22**

#### **Early Intervention/Intake**

214 New Referrals  
216 Eligibility Reviews  
4 Reactivations  
197 Children found eligible

#### **Lanterman/Intake**

49 New Referrals  
41 Eligibility Reviews (EI transition)  
16 Reactivations  
59 Eligible (/EI transitions)  
10 Provisional Eligible

(See Attachment B)

### **Telecommunications Upgrade**

We met our timeline, set for September 1, 2021. We have successfully transitioned into our new telecommunications system, featuring unlimited teleconferencing, texting, soft phone, and one prefix (710) for all staff. Our main number has remained the same (909) 620-7722. The SG/PRC staff telephone directory is located at [www.sgprc.org](http://www.sgprc.org). Our intake staff have reported positive outcomes, in that the text feature has been used as an appointment reminder, decreasing the number of no-shows we had experienced prior.

### **SG/PRC COVID-19 Data**

Los Angeles County COVID-19 positivity rate 7-day average reported on September 9, 2021, is 1.85%. Currently we have (5) hotspots. "Hotspots" are operationally defined as at least one COVID-19 positive test outcome for either an individual served that resides in a residential facility or a staff that delivers care and supervision (See Attachment C).

### **SG/PRC's COVID-19 Testing Clinic**

Effective August 16, 2021, our COVID-19 testing clinic is open an additional day. It will be open Monday, Tuesday, Wednesday, and Thursdays for individuals served and their families, service provider staff and their families, and SG/PRC staff and their families. The clinic is held at the SG/PRC office from 9 a.m. to 11:30 a.m. We are currently exploring additional testing resources to supplement what we have, because we anticipate an increase in testing demand observed by LACDPH data and impact from the recent federal order "Emergency Temporary Standard" mandating COVID-19 vaccines and COVID-19 testing for employers with more than 100 employees (See Attachment D).

### **COVID-19 Vaccine Data**

As required by the Department of Developmental Services (DDS) Directive, SG/PRC is collecting COVID-19 vaccine data for individuals served. We are collecting the vaccine brand, whether the individual served is fully vaccinated, and whether the individual served demonstrated their choice to decline COVID-19 vaccines. SG/PRC's vaccine data collection efforts remain at **the top of the list** of regional centers according to DDS Data at [www.dds.ca.gov](http://www.dds.ca.gov) under [COVID-19 data](#).

### **Breaking Barriers**

SG/PRC, in collaboration with Children's Hospital Los Angeles and the University of Southern California is co-hosting Breaking Barriers Conference, Developing Possibilities; Lessons Learned from COVID-19. The conference will be held in a Zoom platform and live streamed. The Multidisciplinary Conference for healthcare professionals will be held on October 8, 2021, 9:00 a.m. to 5:00 p.m. with Mr. Andy Imparato, Keynote Speaker, Executive Director Disability Rights of California, Member of Biden/Harris COVID-19 Health Equity Task Force. The Family Day Conference will be held on Saturday October 9, 2021, 9:00 a.m. to 4:30 p.m. with Keynote Speaker Dr. Alicia Bazzano, MD. PhD, MPH, Medical Director, Special Olympics. Please join us (See Attachment E).

### **SG/PRC's Dental Clinic September 11, 2021**

On September 11, 2021, SG/PRC hosted its fourth (4<sup>th</sup>) dental clinic during the COVID-19 pandemic. The SG/PRC dental clinic is a collaborative partnership with Dr. Banner, University of Southern California, California State University, Fullerton, University of California, Los Angeles and California State Polytechnic University, Pomona. The clinic was held in the SG/PRC parking lot under canopy tents, allowing space for physical distancing. Attendees were required to pass a contactless temperature screening monitor, and wear face masks.

The purpose of the dental clinic is to support the individual served with securing a permanent dental provider. The dental clinic offers screenings, dental x-rays and implementation of desensitization strategies relying on doctrines of applied behavior analysis. At least 60 individuals served attended our clinic.

### **SG/PRC's Expenditures FY 20/21**

We are projecting FY 20/21 budget reserves in Operations reflecting the amount of \$251,556 and in Purchase of Service of the amount of \$9,061,047.

### **Department of Developmental Services (DDS)**

#### ***SG/PRC Caseload Ratios***

As reported prior, SG/PRC did not meet statutory requirements for caseload ratios. SG/PRC is required to submit a plan of correction to DDS ( See Attachment F).

#### ***FY 21/22 Budget Initiatives***

Budget year has an extraordinary number of public policy initiatives (26) in comparison to prior years (See Attachment G).

#### ***Extension of Waivers, Modifications, and Directives Due to COVID-19 (See Attachment H)***

#### ***Department Directive on Requirements Waived due to COVID-19***

Early Start in-person meetings, Individual Family Service Plan meetings are permissible through electronic teleconferencing technologies when requested by the parent or legal guardian, until June 30, 2022. This Directive was further modified, deleting in-person Lanterman Act meetings subordinated through Trailer Bill AB 136 amending Welfare and Institutions Code Section 4646(f), allowing remote services and supports meetings through use of remote electronic technologies through June 30, 2022, when requested by the individual served, their legal representative or Conservator.

#### ***Department Directive on Requirements Waived due to COVID-19 and Additional Guidance***

Day Program Services must be provided in accordance with local public health authority guidance and concurrently with guidance issued through the California Department of Social Services and the California Department of Public Health. Welfare and Institutions Code Section 4731 Complaint response timelines are no longer waived.



### ***Amendments Requirements Waived due to COVID-19***

COVID-19 absences connected to residential facility placements, are billable, if the regional center agrees the absence is related to COVID-19 and for the purpose of preventing or mitigating the risk of COVID-19 exposure.

### ***Extension of Early Start Services***

This Directive delegates regional centers authority to fund services previously authorized under the Early Start Individual Family Service Plan for the purpose of supporting the transition between Part C and Part B services. This Directive is not an extension of the age range for Early Start services or an amendment to Early Start eligibility program requirements or continuation of Early Start services in lieu of available services through the School District.

### **Association of Regional Center Agencies (ARCA) Updates**

The Association of Regional Center Agencies (ARCA) represents the 21 non-profit regional centers that advocate on behalf of and coordinates services for California's over 350,000 people with developmental disabilities.

The Association functions as a leader and advocate in promoting the continuing entitlement of individuals with developmental disabilities to achieve their full potential and highest level of self-sufficiency. The Association participates in the development of public legislative policy that impact individuals with developmental disabilities and their families.

### ***Assembly Bill 445 (AB 445)***

(AB 445) is a bill sponsored by Assemblymember Calderon that removes administrative barriers (collection of unrelated information) cluttering the pathway for individuals with developmental disabilities to secure eligibility assessments and delivery of critical services. Governor Newsom signed (AB 445) on August 31, 2021. It is now California Law. ARCA and SG/PRC supported (AB 445) (See Attachment I).

### ***Assembly Bill 580 (AB 580)***

Assemblymember Rodriguez (AB 580) amends existing law, requiring a standardized emergency management system for use by all emergency response agencies including the appointment of representatives of the disabled community to serve on committees that will help develop policy related to the system. On September 10, 2021, ARCA submitted a formal written request for Governor Newsom to sign ( AB 580) (See Attachment J).

***Senate Bill 14 (SB 14)***

Senator Portantino and others introduced (SB 14) amending Education Code Section 48205, to include accommodations related to the behavioral health needs of students, expanding the term |illness| to include mental or behavioral health for the purpose of excused absence. On September 13, 2021, ARCA submitted a formal written request for Governor Newsom to sign (SB 14) (See Attachment K).

***Senate Bill 224 (SB 224)***

Senator Portantino and others introduced (SB 224), that will require school districts and charter schools to include mental health instruction within health educational courses. This bill affirms that mental health is critical to overall health, well-being and academic success. It further advances that the public education system is an efficient and effective setting for providing this education to youth. It also, recognizes that mental health challenges affect all age groups, races, ethnicities and socioeconomic classes. On September 9, 2021, ARCA submitted a formal written request for Governor Newsom to sign (SB 224) (See Attachment L).

***Senate Bill 639 (SB 639)***

On September 10, 2021, the California Legislature took action moving California closer to the position adopted by 12 other states banning businesses from paying people with developmental disabilities wages below the prevailing minimum wage. (SB 639) establishes a timeline for full implementation. On August 5, 2021, ARCA issued a letter to the sponsor of (SB 639), Senator Elena Durazo requesting a structured pathway to achieve this goal. Approximately 10,000 individuals served are impacted through the implementation of (SB 639).

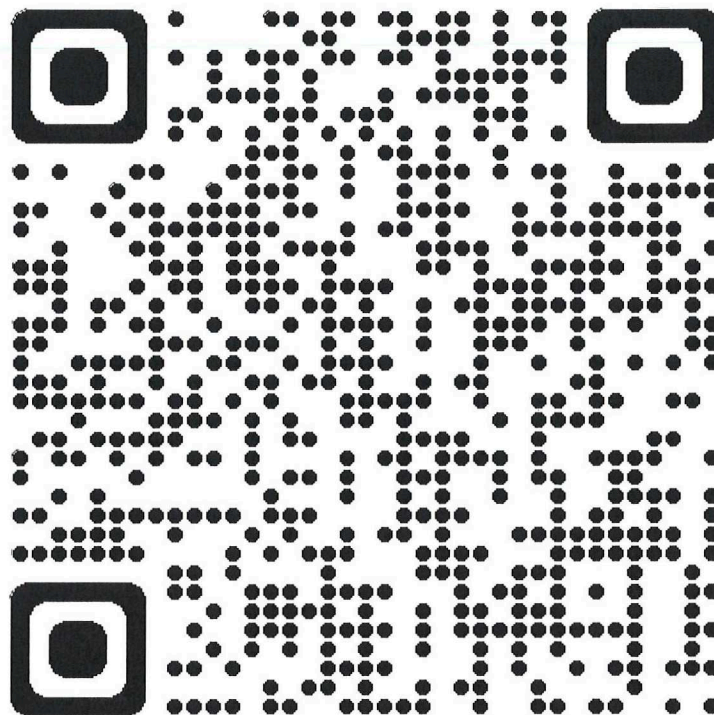
# SAN GABRIEL/POMONA

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## REGIONAL CENTER

This certification instrument demonstrates and is verification, that \_\_\_\_\_ COVID-19 vaccination status complies with the Equal Employment Opportunity Commission (EEOC) standards and guidance and San Gabriel/Regional Center's COVID-19 Operations Contingency Plan, mandating COVID-19 vaccinations for all SG/PRC staff and is certified by SG/PRC's Human Resources Department. The above employee received a COVID-19 vaccination and is fully vaccinated or meets exemption criteria and is tested weekly with negative outcomes.

Should you have any questions regarding SG/PRC's COVID-19 vaccine procedure, please contact Mr. Raul Alvarez, Human Resources Specialist, at (909) 710-8201 or [ralvarez@sgprc.org](mailto:ralvarez@sgprc.org). The QR Code below demonstrates authenticity of this certification. After scanning you will gain access to SG/PRC's website, where you find information regarding SG/PRC's COVID-19 protocols.



August 6,2021/SG/PRC



**BARBARA FERRER, Ph.D., M.P.H., M.Ed.**  
Director

**MUNTU DAVIS, M.D., M.P.H.**  
County Health Officer

**MEGAN McCLAIRE, M.S.P.H.**  
Chief Deputy Director

313 North Figueroa Street, Room 808  
Los Angeles, California 90012  
TEL (213) 288-8769 • FAX (213) 975-9601

[www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)

**BOARD OF SUPERVISORS**

**Hilda L. Solis**  
First District

**Holly J. Mitchell**  
Second District

**Shella Kuehl**  
Third District

**Janice Hahn**  
Fourth District

**Kathryn Barger**  
Fifth District

September 9, 2021

Dear Regional Center Administrators:

**SUBJECT: NEW LOS ANGELES COUNTY ORDER REGARDING VACCINATION OF HEALTH CARE WORKERS**

On August 12, 2021, a Health Officer Order was issued by the Los Angeles County Department of Public Health requiring health care or home care workers who work in or routinely visit high risk or residential care settings to be vaccinated against COVID-19 and document their vaccination status by September 30, 2021. This order applies to all individuals who are either paid or unpaid and work in indoor or other settings where care is provided to patients, patients have access for any purpose, or home care or daily living assistance is provided to residents. The requirements also apply to employees with a remote or hybrid work agreement since those who work remotely may need to visit a facility location from time to time.

Any Regional Center staff that meet these criteria specified in the order would be required to adhere to this order.

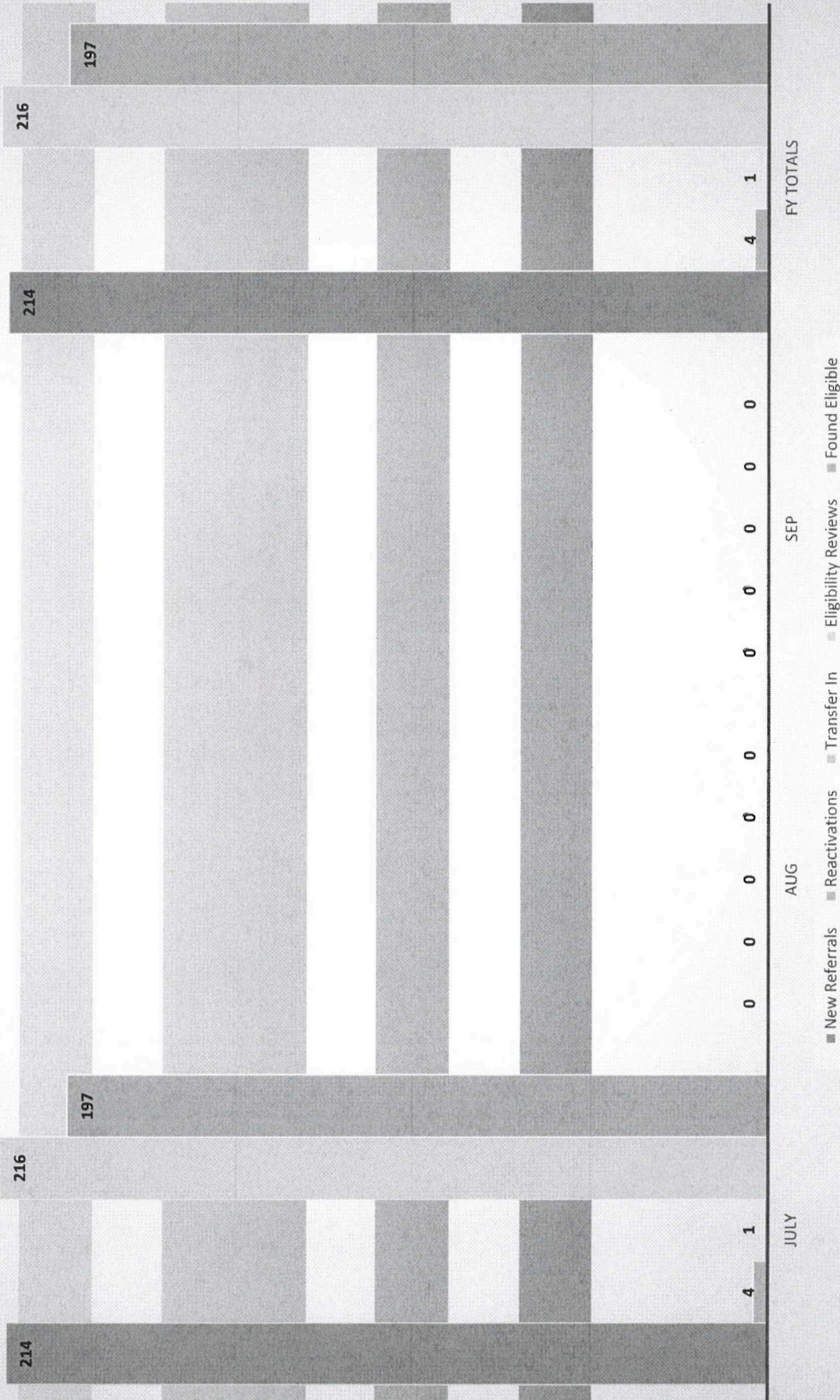
For more specific details, please review the Health Care Worker Vaccination Order and Frequently Asked Questions online at [reopeninglacounty.com](http://reopeninglacounty.com).

Sincerely,

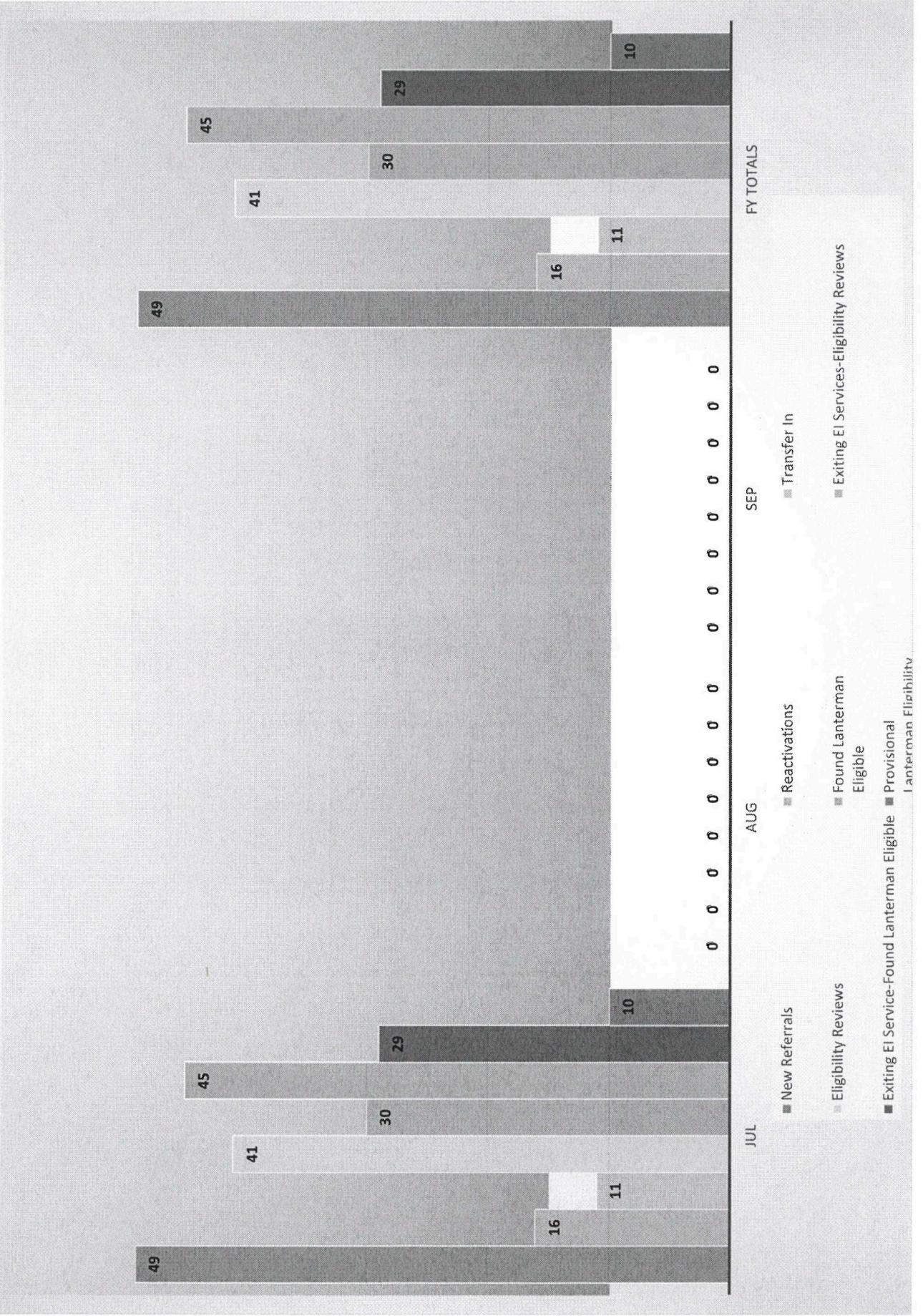
Muntu Davis, M.D., M.P.H.  
County Health Officer

MD:msl

# Early Start Referrals & Eligibility Reviews First Quarter-FY 2021-2022



# Lanterman Intake Referrals & Eligibility Reviews First Quarter FY 2021-2022



**California COVID-19 Data**

Total Cases: 4,354,113  
 Hospitalizations: 7,247  
 Deaths: 66,701

**San Gabriel Pomona Regional Center COVID-19 Report Week of 9/13/21**

**San Gabriel Pomona Regional Center Positive COVID-19 Cases 2020/2021**

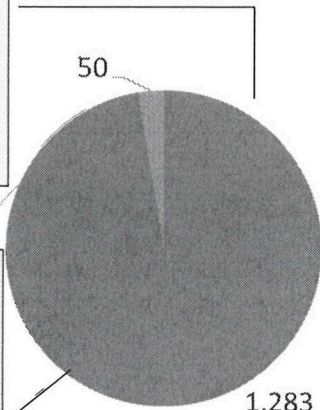
*ATTACHMENT C*

**SG/PRC TOTAL COVID-19 CASES 2020/2021**

**Living Situation**

Family: 548  
 Res. Facility: 378  
 ICF: 236  
 SNF: 39  
 ILS/SLS: 65  
 Other: 22

596



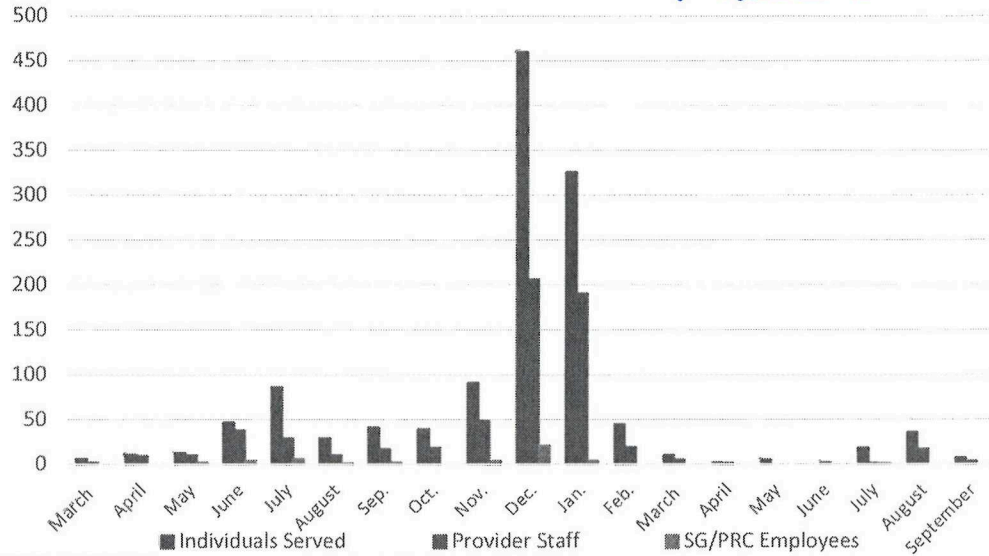
**Age Range**

0-17 → 219  
 18-40 → 462  
 41-64 → 393  
 65+ → 210

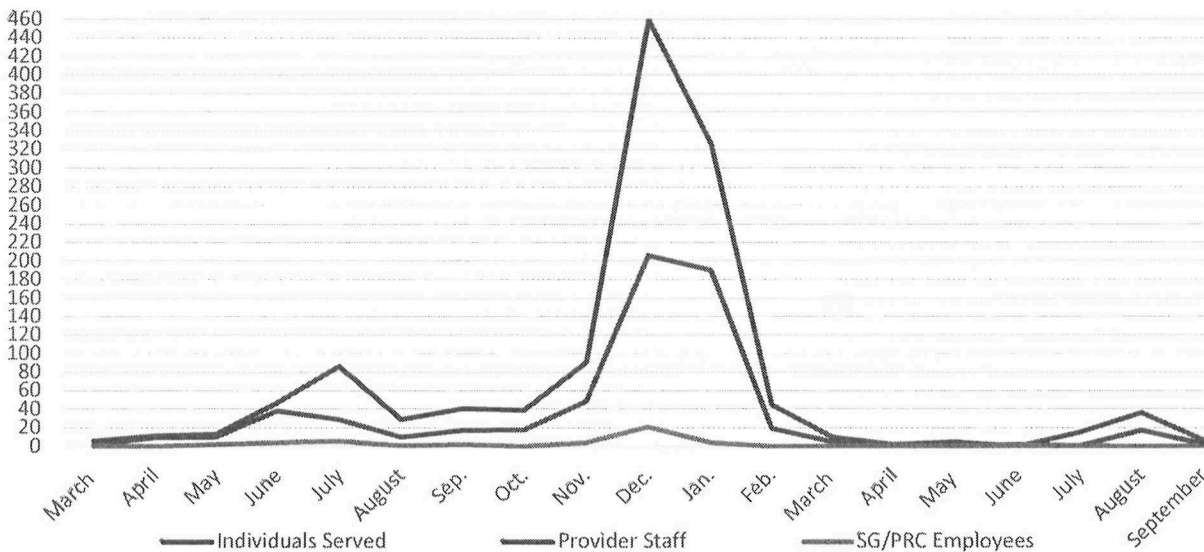
1,283

\*2 Week Total: 12 New cases

■ Individuals Served ■ Provider Staff ■ SG/PRC Staff



**San Gabriel Pomona Regional Center Positive COVID-19 Cases 2020/2021**



**COVID-19 Deaths of Individuals Served**

***2020 Total Deaths	28
<b>2021</b>	
January	19
February	10
March	1
April	0
May	1
June	0
July	1
August	2
September	1
<b>2020/2021 TOTAL</b>	<b>63</b>

**Los Angeles County Public Health Data**

Total Cases	1,427,817
Current Hospitalizations	1,385 (was 1,480)
Total Deaths	25,611
Positivity Rate	1.85% (was 2.09%)
7 Day Average	137,372
<b>SG/PRC SERVICE AREA HOTSPOTS / TOTAL CASES</b>	
Pomona	28,099
El Monte	18,609
West Covina	14,678
Baldwin Park	14,293

**Covid-19 Vaccine Data**

<b>LOS ANGELES COUNTY</b>	
Doses Administered	11,925,403
Fully Vaccinated	66%
Received 1 Dose	75%
Seniors (65+) Fully Vaccinated	81%
<b>CALIFORNIA</b>	
Doses Administered	47,908,225
Fully Vaccinated	68%
Partially Vaccinated	10%

SAN GABRIEL/POMONA  
REGIONAL CENTER

# COVID-19 TESTING

FREE TESTING  
OFFERED TO INDIVIDUALS  
WE SUPPORT, THEIR FAMILIES,  
VENDORS & SG/PRC STAFF

Testing available 4 days a week.  
Monday through Thursday  
9 a.m. to 11:30 a.m.

Registration is  
Highly Encouraged

**Testing Site:**

**San Gabriel/Pomona  
Regional Center  
75 Rancho Camino Drive**

**TO REGISTER,**  
**PLEASE CLICK HERE**

Brought to you by SG/PRC in  
partnership with the following:

[https://home.color.com/covid/  
sign-up/start?partner=cdph681](https://home.color.com/covid/sign-up/start?partner=cdph681)



Valencia Branch  
Laboratory

**color**

aveanna<sup>™</sup>  
healthcare



For questions, email us at  
[covidtesting@sgprc.org](mailto:covidtesting@sgprc.org)



**SAN GABRIEL/POMONA**  
**REGIONAL CENTER**

# PRUEBAS PARA EL COVID-19

**SE OFRECEN PRUEBAS GRATUITAS PARA LOS INDIVIDUOS QUE APOYAMOS Y A SUS FAMILIAS, LOS PROVEEDORES DE SERVICIO Y LOS EMPLEADOS DEL SG/PRC**

**Citas disponibles 4 días a la semana de Lunes a Jueves 9 a.m. a 11:30 a.m.**

**Se le sugiere que se registren con anticipación**

**Sitio:**

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

**Regístrese aquí**

Este servicio es posible por medio de SG/PRC y los siguientes colaboradores

<https://home.color.com/covid/sign-up/start?partner=cdph681>



**Valencia Branch  
Laboratory**

**color**



**Para preguntas, puede mandarnos un correo electrónico a [covidtesting@sgprc.org](mailto:covidtesting@sgprc.org)**



in collaboration with

USC UNIVERSITY CENTER FOR EXCELLENCE IN DEVELOPMENTAL DISABILITIES

Announces a Multidisciplinary Conference for Healthcare Professionals

# Breaking Barriers, Developing Possibilities:

## Lessons Learned from COVID 19

FRIDAY, OCTOBER 8, 2021

9 A.M. TO 5 P.M.

Live Stream Webinar on Zoom

Keynote Speaker: Andy Imparato

Executive Director, Disability Rights CA  
Member, Biden Harris COVID-19 Health Equity Task Force

**CMEs, CDEs, and CEUs by Children's Hospital Los Angeles and University of Southern California for:**

- Physicians (MD)/ Psychologists (PhD)
- Nurses (RN)
- Dental Professionals (DDS, RDHAP)
- Clinicians (LCSWs and LMFTs)
- Behavior Analysts (BCBA, BCaBA) - Type 3 Units\*

**REGISTER HERE**

**Registration - No Fee**

**REGISTER HERE**

**Registration + CEUs - \$55**  
(includes Evenbrite processing fee)

For questions about registration or the conference please email Crystal Ashe at [cashe@chla.usc.edu](mailto:cashe@chla.usc.edu)



in collaboration with

USC UNIVERSITY CENTER  
FOR EXCELLENCE IN  
DEVELOPMENTAL DISABILITIES

**Announces a Family Day Conference**

# Breaking Barriers, Developing Possibilities: Lessons Learned from COVID 19

**SATURDAY, OCTOBER 9, 2021**

**9 A.M. TO 4:30 P.M.**

**Live Streamed Webinar on Zoom**

**Keynote Speaker: Alicia Bazzano, MD, PhD, MPH  
Medical Director, Special Olympics**

## **Presentations on**

- Telehealth,
- COVID 19 Update,
- Selfcare
- and More!

**REGISTER HERE** 

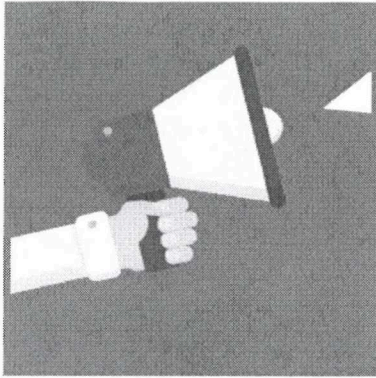
**FREE**

**Priority given to  
family members  
and adults 18+  
served by  
SG/PRC**



**Spanish, Korean, Mandarin and Vietnamese  
interpretation provided, as needed**

For questions about registration or the conference please email  
Crystal Ashe at [cashe@chla.usc.edu](mailto:cashe@chla.usc.edu)



**JOIN US FOR A PRESENTATION  
REGARDING SG/PRC's CASELOAD RATIO  
SG/PRC WANTS YOUR INPUT!**

We are soliciting public input from state council, local organizations representing consumers, family members, regional center employees, service providers, and other interested parties for our plan of correction

**Join us on Tuesday, August 24, 2021, from 10 a.m. to 12 p.m.  
during our weekly Zoom Community Meeting for a presentation  
regarding the SG/PRC caseload ratio Plan of Correction.**

During this meeting we will provide you with survey findings showing that SG/PRC did not meet caseload ratios as expressed in WIC Section 4640.6 (c).

SG/PRC did not meet two (2) out of the seven (7) categories measured on March 1, 2021.

**Click here to access letter from DDS**

Habr  traducci n simult nea en espa ol durante esta junta.  
Simultaneous Spanish translation will be available during this meeting.

This meeting will be convened via videoconference due to the necessity to maintain social distancing.

To join the meeting, please click on the link below at the meeting time via your computer, e-tablet (iPad or otherwise) or smart phone.

**VIDEO-CONFERENCE LINK:**

<https://us02web.zoom.us/j/941540067?pwd=OUgxNXBaMjN3cDRsK3hqT2Y3SWs1Zz09>

**Meeting ID: 941 540 067**

**Password: 123456**

**You may also submit your input at  
[caseload@sgprc.org](mailto:caseload@sgprc.org) before August 26, 2021**

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1215 O Street, MS 8-20  
 Sacramento, CA 95814  
 TTY: 711  
 (916) 651-6309



July 2, 2021

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 10, 2021. The data provided indicates that, as of March 1, 2021, 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). Specifically, SG/PRC did not meet required caseload ratios for the highlighted categories. Of the highlighted categories, SG/PRC caseload ratios for individuals enrolled in the Home and Community-Based Services Waiver program 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	4,642	1,630	112	0	0	7,340	94
<b>SG/PRC Ratios</b>	<b>1:66</b>	<b>1:48</b>	<b>1:54</b>	<b>N/A</b>	<b>N/A</b>	<b>1:70</b>	<b>1:21</b>
CA Average	1:77	1:58	1:59	1:38	1:29	1:81	1:25

\*Out of compliance for two consecutive reporting periods

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.

**“Building Partnerships, Supporting Choices”**

Anthony Hill, M.A., Esq., Executive Director

July 2, 2021

Page two

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](mailto: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](mailto:danielle.hurley@dds.ca.gov).

Sincerely,

*Original signed by:*

ERNIE CRUZ

Assistant Deputy Director

Office of Community Operations

cc: Penne Fode, San Gabriel/Pomona Valleys Developmental Services, Inc.  
Brian Winfield, Department of Developmental Services  
Erica Reimer Snell, Department of Developmental Services  
LeeAnn Christian, Department of Developmental Services  
Aaron Christian, Department of Developmental Services  
Uvence Martinez, Department of Developmental Services  
Danielle Hurley, Department of Developmental Services

# SAN GABRIEL/POMONA REGIONAL CENTER

September 14, 2021

Ernie Cruz, Assistant Deputy Director  
Department of Developmental Services  
1215 O Street- MS-8-20  
Sacramento, CA 95814

Re: San Gabriel/Pomona Regional Center (SG/PRC) – Caseload Ratio Plan of Correction

Dear Mr. Cruz,

We are in receipt of your letter dated July 2, 2021. We value our partnership with the Department of Developmental Services (DDS). After reviewing your letter, we found that despite under allocation for Service Coordinator salaries and benefits weighted through the core staffing formula fixing those cost at \$37,000 annually, San Gabriel/Pomona Regional Center (SG/PRC) met three out of the five areas measured and outperformed the statewide average. We view these outcomes, as remarkable when balancing the impact of funding methodology and public policy.

SG/PRC is currently underfunded at least \$1.5 million dollars annually for Service Coordinators salaries and benefits on a per capita basis. We do agree, SG/PRC's Service Coordinator assignment practices should be adjusted. During May 2021, we examined and adjusted our internal practices to maximize the reach of resources.

It is our understanding that caseload ratio relief is on the way because of a plan negotiated by our elected officials to address the underfunded allocation mentioned, reflected in a \$61 million-dollar annually, general fund budget proposal beginning Fiscal Year 22/23. Certainly, the implementation of the budget plan will narrow the gap created through the core staffing formula. However, the impact of recent public policy, including provisional eligibility, and expansion of the self-determination program require Service Coordinator supports and accrues associated cost for administrative support and supervisory staff ... restraining full reach. Another threat is the prevailing employment marketplace where for-profit businesses have risen hourly wages for workers that are not required to have a bachelor's degree and prior experience.

Accordingly, SG/PRC's caseload ratio at the time of the survey completed on March 1, 2021, did not meet statutory requirements in the categories; on the waiver, and over 3 years, non-waiver/ non-mover. SG/PRC has electronically delivered notices to specific entities regarding its plan of correction and thereafter, held a public meeting on August 24, 2021, through the Zoom platform.

75 Rancho Camino Drive, Pomona, California 91766  
(909) 620-7722 [www.sgprc.org](http://www.sgprc.org)

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

September 14, 2021  
Ernie Cruz, Department of Developmental Services  
Page 2 of 3

Additionally, SG/PRC established an email address [caseload@sgprc.org](mailto:caseload@sgprc.org) and distributed it to our community as a forum to receive feedback and public input. SG/PRC did not receive feedback through the designated email address. SG/PRC received the following public input during the Zoom meeting:

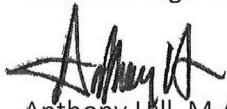
“ When will San Gabriel/ Pomona Regional Center raise Service Coordinator salaries?”

SG/PRC’s plan entails the following actions incorporating public input received:

1. During May 2021, SG/PRC adjusted its internal business practices related to Service Coordinator assignments intended to balance caseload ratios.
2. SG/PRC’s CFO and HR Directors will analyze current and future budgetary commitments, and recruit Service Coordinators within budget year allocation thresholds.
3. SG/PRC is deploying technology, including laptops, cellphones, integrated teleconferencing, and texting to support Service Coordinators tasks, communications and relationships with individuals served, their families and stakeholders.
4. SG/PRC will retain floater Service Coordinator positions that are not computed within its survey of caseload ratios.
5. SG/PRC has secured an agreement with Virtual Chart to eliminate redundancies in the work performed by Service Coordinators.
6. SG/PRC’s Leadership Team and Board will continue its efforts to inform lawmakers regarding the regional center system of care and the need to fully fund regional center operations as a necessity to support individuals with developmental disabilities’ integration into all phases of community life.

Mr. Cruz, exceedingly we value our partnership with DDS. Please stay safe and remain well.

Warmest regards,



Anthony Hill, M.A. Esq.  
Executive Director  
San Gabriel Pomona Regional Center

Enclosure: Exhibit A. Letter Ernie Cruz (7.2.2021)



September 14, 2021

Ernie Cruz, Department of Developmental Services

Page 3 of 3

cc: Penelope Fode, Board President, San Gabriel/Pomona Regional Center  
Roy Doronila, SG/PRC CFO  
Raquel Sandoval, SG/PRC Director of Human Resources  
Daniela Santana, Director of Client Services  
Salvador Gonzalez, Director of Community Outreach and Compliance  
Amy Westling, Executive Director, Association of Regional Center Agencies  
Brian Winfield, Chief Deputy Director, Department of Developmental Services  
Uvence Martinez, Chief, Community Operations, Department of Developmental Services

# 2021-22 Budget Initiatives

ATTACHMENT 8

Lanterman Act Provisional Eligibility Ages 3 and 4	Social Recreation, Camp & Non-medical Therapies	Self-Determination Program Expansion	Enhanced Service Coordinator Ratios for Underserved Consumers
Early Start Outreach to Tribal Communities	Enhanced Community Integration for Children and Adolescents	Implicit Bias Training	Services to Deaf Community
Rate Adjustments and Quality Incentive Program	Language Access and Cultural Competency Orientations and Translations	Community Navigator Program	Group Homes for Children with Special Health Care Needs
Repeal Uniform Holiday Schedule	DSP Bilingual Differential	Paid Internship and Competitive Integrated Employment Programs	Systemic, Therapeutic, Assessment, Resources & Treatment (START) Teams
Provider Supplemental Rate Increases	DSP Workforce Training and Development	Employment Grants	Emergency Preparedness Resources
Regional Center Performance Incentives	Coordinated Family Support Services	Forensic Diversion Program	Quality Improvement Pilot
Modernize IT Systems		Foster Youth Trauma Informed Services	

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1215 O Street, MS 9-90  
 Sacramento, CA 95814  
 TTY: 711  
 (916) 654-1897



August 25, 2021

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: DEPARTMENT DIRECTIVE 01-082521: EXTENSION OF WAIVERS,  
 MODIFICATIONS AND DIRECTIVES DUE TO COVID-19

Pursuant to Governor Gavin Newsom's Proclamation of a State of Emergency dated March 4, 2020, and Governor Newsom's Executive Order N-25-20 issued on March 12, 2020, the Director of the Department of Developmental Services (Department) issued numerous Directives to regional centers waiving or modifying certain requirements of the Lanterman Developmental Disabilities Services Act, the California Early Intervention Services Act, and/or certain provisions of Title 17, Division 2 of the California Code of Regulations. Additionally, the Director of the Department issued several Directives pursuant to Welfare and Institutions (W&I) Code section 4639.6 to protect consumer rights, health, safety, or welfare, or in accordance with W&I Code section 4434.

Any waivers, modifications or directives contained in the following Directives are extended an additional 30 days from the current date of expiration, and specified sections within certain Directives are amended, as follows:

Date Issued	Directive Subject	Current Expiration Date	New Expiration Date
3/12/2020	<p><u>Department Directive on Requirements Waived due to COVID-19</u></p> <p><u>Amendments to Directive</u></p> <ul style="list-style-type: none"> <li>For section "Early Start In-Person Meetings", the waiver of in-person service coordination meeting requirements is hereby rescinded. <u>Trailer Bill AB 136, effective July 16, 2021, amended Government Code section 95020(c)(1), allowing, until June 30, 2022, individualized family service plan meetings to be held by remote electronic communications when requested by the parent or legal guardian. The waiver of in-person eligibility determination meeting requirements, as provided in this section is extended and remains effective until rescinded. (Amendment effective 7/29/2021)</u></li> <li>Effective immediately, section "Early Start Remote Services" is hereby deleted from this Directive. <u>Trailer Bill AB 136 amended Government Code section 95020(d)(5)(A), specifying that early intervention services may be delivered by remote electronic communications. (Amendment effective 7/29/2021)</u></li> </ul>	9/3/2021	10/3/2021

**"Building Partnerships, Supporting Choices"**

Regional Center Executive Directors  
 August 25, 2021  
 Page two

Date Issued	Directive Subject	Current Expiration Date	New Expiration Date
	<ul style="list-style-type: none"> <li>Effective immediately, section "Lanterman Act In-Person Meetings" is hereby deleted from this Directive. Trailer Bill AB 136 amended Welfare and Institutions Code section 4646(f), allowing, until June 30, 2022, services and supports meetings, including individual program plan meetings, to be held by remote electronic communications when requested by the consumer or, if appropriate, the consumer's parents, legal guardian, conservator, or authorized representative. (Amendment effective 7/29/2021)</li> </ul>		
3/18/2020	<p><u>Department Directive on Requirements Waived due to COVID-19 and Additional Guidance</u></p> <p><u>Amendments to Directive (in order by most recent amendment)</u></p> <ul style="list-style-type: none"> <li>The following sentence under section "Day Program Services" is hereby amended to read: <u>"To protect public health and slow the rate of transmission of COVID-19, services must be provided in alignment with the guidance issued by CDPH on March 16, 2020. Day program services must be provided in accordance with local county public health orders and relevant guidelines issued by the California Department of Social Services and/or California Department of Public Health."</u> (Amendment effective 5/5/2021)</li> <li>The following paragraph under section "Day Program Services" is hereby amended to read: <u>"The Department reiterates the March 12, 2020, directive to regional centers, "State of Emergency Statewide," authorizing regional centers to pay vendors for absences that are a direct result of the COVID-19 outbreak, pursuant to Title 17 section 54326(a)(11). As indicated in the Department's July 17, 2020, directive, "Providing and Claiming for Nonresidential Services During the State of Emergency," retention payments to nonresidential providers for consumer absences are authorized through August 31, 2020. The Department will issue a directive outlining the structure for subsequent reimbursement of claims for providing nonresidential services using alternative service delivery approaches during the State of Emergency."</u> (Amendment effective 8/10/2020)</li> <li>Effective immediately, section "WIC §4731 Consumers' Rights Complaints" is hereby deleted from this Directive. The 20-working day requirement for investigating and providing a written proposed resolution to a complainant pursuant to W&amp;I Code section 4731(b) is reinstated. (Amendment effective 7/15/2020)</li> </ul>	9/9/2021	10/9/2021

Regional Center Executive Directors  
 August 25, 2021  
 Page three

Date Issued	Directive Subject	Current Expiration Date	New Expiration Date
	<ul style="list-style-type: none"> <li><i>The following sentence under section "Home and Community-Based Services (HCBS) Self Assessments" is hereby amended to read: "The requested completion date for provider HCBS self-assessment has been extended to <del>June 30, 2020</del> <u>August 31, 2020.</u>" (Amendment effective 6/8/2020)</i></li> </ul>		
3/25/2020	<p><u>Department Directive 02-032520: Requirements Waived due to COVID-19 Amendments to Directive (in order by most recent amendment)</u></p> <ul style="list-style-type: none"> <li><i>Section "In-Home Respite Workers" will be deleted from this Directive, effective May 31, 2021. (Amendment effective 5/31/2021)</i></li> <li><i>The following paragraph under section "In-Home Respite Workers" is hereby amended to read: "To increase available workforce and support consumers and families at home, the Department waives Title 17 section 56792(e)(3)(A) requirements for in-home respite workers to possess first aid and cardiopulmonary resuscitation training prior to employment when the consumer receiving services does not have chronic or presenting health concerns. <u>Training must be obtained within 30 days of starting work.</u>" (Amendment effective 7/15/2020)</i></li> </ul>	9/16/2021	10/16/2021
3/30/2020	<p><u>Department Directive 01-033020: Additional Participant-Directed Services</u></p>	9/21/2021	10/21/2021
4/15/2020	<p><u>Department Directive 01-041520: Requirements Waived due to COVID-19 Amendments to Directive (in order by most recent amendment)</u></p> <ul style="list-style-type: none"> <li><i>Section "Residential Facility Payments" will be deleted from this Directive, effective May 1, 2021. (Amendment effective 5/1/2021)</i></li> <li><i>Section "EBSH/CCH Registered Behavior Technician Certification" will be deleted from this Directive, effective January 10, 2021. (Amendment effective 1/10/2021)</i></li> <li><i>The following paragraph under section "Residential Facility Payments" is hereby amended to read: "The Department hereby modifies any requirements of the Lanterman Act or Title 17 regarding payments to a residential facility when a consumer is temporarily absent. If the temporary absence from the facility is for the purpose of preventing or minimizing the risk of exposure to COVID-19 and the regional center is in agreement that the absence is related to this purpose, the regional center shall continue to pay the established rate as long as no other consumer occupies the vacancy or until it is determined the consumer</i></li> </ul>	9/7/2021	10/7/2021

Regional Center Executive Directors  
 August 25, 2021  
 Page four

Date Issued	Directive Subject	Current Expiration Date	New Expiration Date
	<p><i>will not return to the facility and the facility retains and continues to pay staff during this time. Any claims made for these absences are subject to audit and review. <u>Regional centers shall report to the Department by December 15, 2020, all current approved payments for temporary absences in accordance with this section. The Department will issue a subsequent communication regarding the process and format for reporting.</u> (Amendment effective 12/1/2020)</i></p> <ul style="list-style-type: none"> <li><i>The following paragraph under section "Vendor Fiscal Audits" is hereby amended to read: "The requirements of Article III, Section 9, paragraph (c) of the Department's regional center contract are waived for Fiscal Year 2019-20. <del>To the extent feasible, regional centers shall continue to conduct fiscal audits in accordance with this paragraph.</del>" (Amendment effective 7/15/2020)</i></li> <li><i>The following sentence under section "Home and Community-Based Services (HCBS) Final Rule Compliance Information" is hereby amended to read: "Regional centers shall post this information on their websites by <del>July 1, 2020</del> <u>August 31, 2020.</u>" (Amendment effective 6/8/2020)</i></li> </ul>		
6/15/2020	<u>Department Directive 01-061520: Extension of Early Start Services</u>	9/8/2021	10/8/2021
10/2/2020	<u>Department Directive 01-100220: Waiver of Half-Day Billing Requirements for Day Services</u>	8/28/2021	9/27/2021
11/19/2020	<u>Department Directive 01-111920: Waiver of Self-Determination Program Budget Restrictions for Financial Management Services</u>	9/15/2021	10/15/2021

The extension of time for these Directives continues to be necessary to protect public health or safety and to ensure delivery of services.

All COVID-19 related directives and guidance issued by the Department can be found at: [www.dds.ca.gov/corona-virus-information-and-resources](http://www.dds.ca.gov/corona-virus-information-and-resources).

Regional Center Executive Directors  
August 25, 2021  
Page five

If you have questions regarding this Directive, please email [DDSC19Directives@dds.ca.gov](mailto:DDSC19Directives@dds.ca.gov).

Sincerely,

*Original Signed by:*

NANCY BARGMANN  
Director

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

# SAN GABRIEL/POMONA REGIONAL CENTER

March 25, 2021

Assemblymember Lisa Calderon  
State Capitol, Room 2137  
Sacramento, CA 95814

**RE: AB 445 – SUPPORT**

Honorable Assemblymember Calderon:

San Gabriel/Pomona Regional Center (SG/PRC) is offering support for your bill AB 445.

San Gabriel/Pomona Regional Center is a non-profit entity created through statute for the purpose of providing counselling, diagnostic assessment, and ensuring the delivery of community-based services and supports for individuals with developmental disabilities. San Gabriel/Pomona Regional Center serves approximately 14,000 individuals with developmental disabilities and their families that live in Los Angeles County, El Monte, Pomona, and Foothill Health Districts.

Our organization supports AB 445. Your bill removes personal, sensitive information disclosure requirements that are not criteria relied on to determine eligibility for regional center services based on a qualifying condition as stated within WIC Sections 4512(a) & (l).

The obvious unintended consequence when requiring the collection of unrelated information or data is the applicant's failure to proceed in the application process or delay in receiving critical services. Both outcomes are severely harmful in preserving the impact of the presenting developmental disability. Also, your bill simultaneously eliminates inefficient procedure and creates regional center operations expense savings. Exceedingly, your bill encourages prudent public policy.

San Gabriel/Pomona Regional Center strongly supports your bill. AB 445 is timely and furthers the mission of San Gabriel/Pomona Regional Center in creating a society where all individuals with developmental disabilities are fully included within all aspects of community life.

Please know that San Gabriel/Pomona Regional Center is thankful for your thoughtfulness and your time allocated pursuing the necessary outcome of AB 445.

With best regards,



Anthony Hill, M.A. J.D. Esq.  
Executive Director  
San Gabriel/Pomona Regional Center

Cc: Arnell Rusanganwa, Legislative Assistant, Office of Assemblymember Calderon  
Daniel Savino, Government Affairs Director, Association of Regional Center Agencies

75 Rancho Camino Drive, Pomona, California 91766  
(909) 620-7722 [www.sgprc.org](http://www.sgprc.org)

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



ATTACHMENT J



980 9th Street, Suite 1450, Sacramento, California 95814 • 916.446.7961 • [www.arcanet.org](http://www.arcanet.org)

September 10, 2021

Governor Gavin Newsom  
1030 10<sup>th</sup> Street, Suite 1173  
Sacramento, CA 95814

**RE: AB 580 (Rodriguez) – SIGNATURE REQUEST**

Honorable Governor Newsom:

The Association of Regional Center Agencies (ARCA) represents the network of 21 community-based non-profit regional centers that coordinate services for, and advocate on behalf of, over 350,000 Californians with developmental disabilities. On behalf of ARCA, I wish to share our support for AB 580 (Rodriguez).

People with developmental disabilities have unique needs. For over 50 years the state of California has committed to meeting those needs through a community-based regional center service system. With the passage of time, people's needs, the best ways to meet those needs, and our understanding of the philosophies that guide our system have continued to evolve.

Improving the way the Office of Emergency Services addresses the unique circumstances of the access and functional needs community, therefore, is part of a long history of changes, refinements, and reforms that both directly and indirectly impact our service system. It will help improve the lives of people with developmental disabilities, and by virtue of benefiting them, it will strengthen our service system. We thank Assemblymember Rodriguez for authoring this bill, and hope it receives favorable consideration.

If you have any questions regarding our position, please do not hesitate to contact Daniel Savino in our office at [dsavino@arcanet.org](mailto:dsavino@arcanet.org) or (916) 446-7961.

Sincerely,

/s/Amy Westling  
Executive Director

Cc: Anthony Hill, Executive Director, San Gabriel/Pomona Regional Center  
Lavinia Johnson, Executive Director, Inland Regional Center  
Philip Horner, Consultant, Office of Assemblymember Rodriguez



980 9th Street, Suite 1450, Sacramento, California 95814 • 916.446.7961 • [www.arcenet.org](http://www.arcenet.org)

September 13, 2021

Governor Gavin Newsom  
1030 10<sup>th</sup> Street, Suite 1173  
Sacramento, CA 95814

**RE: SB 14 (Portantino) – SIGNATURE REQUEST**

Honorable Governor Newsom:

The Association of Regional Center Agencies (ARCA) represents the network of 21 community-based non-profit regional centers that coordinate services for, and advocate on behalf of, over 350,000 Californians with developmental disabilities. On behalf of ARCA, I wish to express our support for SB 14, Senator Portantino's bill improving the way mental/behavioral health needs of students are addressed.

Parity was a critical concept that changed the health care landscape. The (mental) health needs of individuals should be treated with the same zeal and attention as their (exclusively) physical health needs. For individuals with developmental disabilities, the first meaningful statewide application of this was via SB 946 (Steinberg, 2011, Ch. 650). It required insurance companies to cover behavior health treatments for individuals with autism. While functionally a coverage mandate, it was rooted in the premise of mental health parity, and has had profound benefits for Californians.

We urge the passage of this bill to more effectively extend the benefits of mental health parity to students in California. We have seen the benefits of this policy in our community – and recognize many challenges still remain. SB 14 (Portantino) will help address those challenges.

If you have any questions regarding our position, please do not hesitate to contact Daniel Savino in our office at [dsavino@arcenet.org](mailto:dsavino@arcenet.org) or (916) 446-7961.

Sincerely,

/s/Amy Westling  
Executive Director

Cc: Tara McGee, Legislative Director, Office of Senator Portantino  
Gloria Wong, Executive Director, Eastern Los Angeles Regional Center  
Lavinia Johnson, Executive Director, Inland Regional Center  
Melinda Sullivan, Executive Director, Lanterman Regional Center  
Ruth Janka, Executive Director, North Los Angeles County Regional Center  
Anthony Hill, Executive Director, San Gabriel/Pomona Regional Center



980 9th Street, Suite 1450, Sacramento, California 95814 • 916.446.7961 • [www.arcanet.org](http://www.arcanet.org)

September 9, 2021

Governor Gavin Newsom  
1030 10<sup>th</sup> Street, Suite 1173  
Sacramento, CA 95814

**RE: SB 224 (Portantino) – SIGNATURE REQUEST**

Honorable Governor Newsom:

The Association of Regional Center Agencies (ARCA) represents the network of 21 community-based non-profit regional centers that coordinate services for, and advocate on behalf of, over 350,000 Californians with developmental disabilities. On behalf of ARCA, I wish to share our support for SB 224 (Portantino).

People with developmental disabilities have unique needs. For over 50 years the state of California has committed to meeting those needs through a community-based regional center service system. With the passage of time, people's needs, the best ways to meet those needs, and our understanding of the philosophies that guide our system have continued to evolve.

Increasing mental health knowledge among students, therefore, is part of a long history of changes, refinements, and reforms that both directly and indirectly impact our service system. It will help improve the lives of people with developmental disabilities, and by virtue of benefiting them, it will strengthen our service system. We thank Senator Portantino for authoring this bill, and hope it receives favorable consideration.

If you have any questions regarding our position, please do not hesitate to contact Daniel Savino in our office at [dsavino@arcanet.org](mailto:dsavino@arcanet.org) or (916) 446-7961.

Sincerely,

/s/Amy Westling  
Executive Director

Cc: Gloria Wong, Executive Director, Eastern Los Angeles Regional Center  
Lavinia Johnson, Executive Director, Inland Regional Center  
Melinda Sullivan, Executive Director, Lanterman Regional Center  
Ruth Janka, Executive Director, North Los Angeles County Regional Center  
Anthony Hill, Executive Director, San Gabriel/Pomona Regional Center  
Tara McGee, Legislative Director, Office of Senator Portantino

## Developmental Services Trailer Bill (TBL)

### AB 136 (Committee on Budget)

*Assembly Bill 136 (AB 136) is this year's developmental services "Trailer Bill." A summary of this year's TBL is provided here, with reference to the sections of law changed upon the Governor's signature on July 16, 2021.*

1. Early Intervention Services Act (GOV §95020) – Early Intervention Services Act– IFSP to be conducted upon request via video remote until June 30, 2022.
2. DDS/DSS licensed program (HSC §1502)– Authorizes the expansion of the Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHNs) model to children, which would be licensed as Group Homes for Children with Special Health Care Needs (GHCSHNs).
3. GHCSHNs (HSC §1524) – Requires GHCSHNs to be licensed through Community Care licensing.
4. GHCSHNs (HSC §1534) – Requires GHCSHNs to be vendored by regional centers.
5. Remote services (WIC §4646)- Authorizes the continuance of remote service delivery until June 30, 2022. Implicit Bias (WIC §4511.1) –Mandates implicit bias training for regional center personnel. However, training shall be prioritized for regional center personnel and contractors involved in eligibility determinations or directly assisting individuals and their families during the intake processes, service coordination, and those overseeing purchase of service policies.
6. Service restoration (WIC §4648.5)–This bill ends the suspension of of:
  - a. Camping services and associated travel expenses;
  - b. Social recreation activities;
  - c. Education services for children 3-17 years of age; and,
  - d. Nonmedical therapies, including, but not limited to, specialized recreation, art, dance, and music.
7. Regional center reporting requirements (WIC §4640.6)– This bill would require public meeting and other reporting requirements on behalf of the regional center when additional funding has been received to support increased service coordination and caseload ratios.
8. GHCSHNs Requirement (WIC §4684.50)– Authorizes a health care plan before individuals can be placed in homes.
9. Rate Increase (WIC §4519.10) – Requires DDS to implement rate increases from April 1, 2022 through July 1, 2025 for service providers. TBL also requires quality measures and an incentive program for regional centers and service providers to be developed by DDS with input from stakeholders.
10. GHCSHNs (WIC §4474.15)– Requires DDS to report to legislature on a quarterly basis the status of development for GHCSHNs.
11. Out of State Services (WIC §4519)– This bill will allow for longer DDS approvals for those living out of state.
12. Equity Independent Contractor (WIC §4519.5)– Requires DDS to contract with entity to perform a study related to equity and disparity projects.
13. DSP Training (WIC §4511.5)– Requires training on person centered, cultural and linguistic competency for Direct Support Professionals (DSPs) in exchange for pay differentials.

## Developmental Services Trailer Bill (TBL)

### AB 136 (Committee on Budget)

14. Provisional Eligibility (3–4-year-old) (WIC §4512)– Allows for regional center services on a provisional basis for children ages 3-4 without a formal diagnosis of a developmental disability.
15. Standard performance indicators (WIC §4620.5)– Requires the Department to meet with stakeholders to develop indicators for an incentive program for regional centers.
16. Bilingual Differential (WIC §4641.1) – Differential pay for DSPs providing services in other languages.
17. Self Determination Program (WIC §4685.9) – Requires DDS to offer the Self-Determination Program to all regional center service recipients as of July 1, 2021. Requires the establishment of an Ombudsperson by DDS for the program.
18. Rate suspensions lifted (WIC §4691.12)– Rate suspension lifted for supported employment services, vouchered community-based services, independent living programs, infant development programs, and early start specialized therapeutic services.
19. Prohibition Holiday Services (WIC §4692) – Allows for regional centers to provide service delivery funding on holidays for certain vendors.
20. Competitive Integrated Employment (WIC §4870)– Authorizes additional funding for service providers establishing paid internship program placements and also requires the establishment of community integrated employment incentive payments for service providers.
21. Acute Crisis Homes (WIC §4418.7) – Modifies the definition of acute crisis homes operated by DDS to indicate that these are real properties used to provide Stabilization, Training, Assistance and Reintegration (STAR) services.
22. Acute Crisis Commitments (WIC §6502)– Authorizes the petition for commitment of person with a developmental disability to be filed with the Superior Court.
23. Canyon Springs Community Facility (WIC §7505)– Allows for placements in the Canyon Springs Community Facility through June 30, 2022.
24. DDS exempt from DGS Approval (WIC §4418.7)– Authorizes DDS to engage in lease activity for STAR homes without receiving the approval of the Department of General Services.
25. Uniform Fiscal System – Authorizes \$6,000,000 for planning for the replacement of the Uniform Fiscal System and a consumer management system.
26. State Reimbursement– Indicates no reimbursement from state to local agencies and school districts for certain mandates.
27. This bill would declare that it is to take effect immediately as a bill providing for appropriations related to the Budget Bill.

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1215 O Street, MS 8-30  
Sacramento, CA 95814  
TTY: 711  
(916) 654-1958



August 24, 2021

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: GUIDELINES FOR IMPLEMENTATION OF CHANGES TO THE PAID  
INTERNSHIP PROGRAM EFFECTIVE JULY 2021

**A. PURPOSE**

Welfare and Institutions (W&I) Code section 4870 (Enclosure A) was amended as of July 16, 2021, pursuant to Assembly Bill 136. W&I Code section 4870(d) authorizes funding to the Department of Developmental Services (Department) for a paid internship program (PIP). The purpose of the program is to increase the vocational skills and abilities of consumers who choose, through the Individual Program Plan (IPP) process, to participate in a paid internship. Goals of this program include the acquisition of experience and skills for future paid employment, or for the internship itself to lead to full- or part-time paid employment in the same job. The purpose of this correspondence is to delineate changes to W&I Code section 4870 and the subsequent changes to the "Guidelines for Implementation of the Paid Internship Program" issued by the Department on July 28, 2016 (Enclosure B).

**B. IMPLEMENTATION AND FUNDING**

Internship Funding

Internships are predicated on the person-centered planning process. Regional centers are responsible for informing consumers and the community about changes to the PIP. A consumer may participate in more than one paid internship, as determined through the IPP process.

As of July 16, 2021, the revised funding guidelines for the PIP are as follows [W&I Code sections 4870(a)(1) to (3)]:

- (1) Internships shall not exceed 1,040 hours per year for each individual placed in an internship.
- (2) Payments for internship hours under this program shall include all required employer-related costs.
- (3) Individuals participating in an internship shall be paid at or above minimum wage and equal to the customary wage paid by the employer for the same or similar work performed by individuals who do not have disabilities.
- (4) The sub-code "PIPW" should be added to existing service codes to indicate payment of wages and employer-related costs. This new sub-code is available for use now.

**"Building Partnerships, Supporting Choices"**

Regional Center Executive Directors  
August 24, 2021  
Page two

Current paid internships that began prior to July 16, 2021, should be converted to the maximum number of hours (1,040), including the number of hours already completed.

Placement Incentive Funding

W&I Code sections 4870(a)(4) and (5) authorize payments to regional center service providers for placement of an individual in a paid internship.

- (1) A payment of seven hundred fifty dollars (\$750) shall be made to the regional center service provider if both of the following apply:
  - The regional center provider places an individual in a paid internship opportunity on or after July 1, 2021.
  - That individual remains in the paid internship after 30 consecutive days.
- (2) An additional payment of one thousand dollars (\$1,000) shall be made to the regional center provider for an individual described in paragraph (1) who remains in the paid internship for 60 consecutive days from the date of placement.
- (3) The sub-code "PIP30" should be added to existing service codes to indicate achievement of the 30-day milestone. The sub-code "PIP60" should be added to existing service codes to indicate achievement of the 60-day milestone. These new sub-codes are available for use now.

If you have questions about this correspondence, please contact Michael Luna at (916) 654-2208, or email at [Michael.Luna@dds.ca.gov](mailto:Michael.Luna@dds.ca.gov).

Sincerely,

*Original Signed by:*

ERICA REIMER SNELL  
Deputy Director  
Community Services Division

Enclosures

cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Services Directors  
Amy Westling, Association of Regional Center Agencies  
Brian Winfield, Department of Developmental Services  
Maricris Acon, Department of Developmental Services  
Ernie Cruz, Department of Developmental Services  
Michael Luna, Department of Developmental Services

ASSEMBLY 0

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1215 O Street, MS 8-30  
Sacramento, CA 95814  
TTY: 711  
(916) 654-1958



August 24, 2021

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: GUIDELINES FOR IMPLEMENTATION OF CHANGES TO  
COMPETITIVE INTEGRATED EMPLOYMENT INCENTIVE PAYMENTS  
EFFECTIVE JULY 2021

**A. PURPOSE**

Welfare and Institutions (W&I) Code section 4870 (Enclosure A) was amended as of July 16, 2021, pursuant to Assembly Bill 136. Competitive integrated employment (CIE) is full or part-time work for which an individual is paid minimum wage or greater in a setting with others who do not have disabilities. Section 4870(d) authorizes funding to the Department of Developmental Services (Department) for incentive payments to providers for placement and retention of regional center consumers, consistent with a consumer's Individual Program Plan (IPP). The purpose of this correspondence is to delineate changes to W&I Code section 4870 and the subsequent changes to the "Guidelines for Implementation of Competitive Integrated Employment Incentive Payments" issued by the Department on August 5, 2016 (Enclosure B).

**B. FUNDING**

Incentive payments shall be made to the service provider who, on or after July 1, 2016, places an individual into CIE as described in W&I Code sections 4851(o) and 4868(d) and the individual is still competitively employed for the specified milestones of 30 consecutive days, six consecutive months, and 12 consecutive months.

Effective July 1, 2021 until June 30, 2025, the CIE incentive payments for each milestone reached during this time period is as follows:

- (1) A payment of two thousand dollars (\$2,000) if the individual is still engaged in CIE after 30 consecutive days, as described in W&I Code sections 4851(o) and 4868(d).
- (2) An additional payment of two thousand five hundred dollars (\$2,500), if the individual in paragraph (1) remains in CIE for six consecutive months.
- (3) An additional payment of three thousand dollars (\$3,000), if the individual in paragraph (2) remains in CIE for 12 consecutive months.

**"Building Partnerships, Supporting Choices"**



Regional Center Executive Directors  
August 24, 2021  
Page two

These increased milestone payments will only apply to milestones reached within the time period of July 1, 2021 through June 30, 2025. The CIE placement and earlier milestone payments may have occurred prior to July 1, 2021.

Regional centers shall verify the required duration in the job placement for each incentive payment before funds are provided to the service provider. Payments made pursuant to the incentive program shall not be made in addition to the placement payments pursuant to W&I Code section 4860(d).

A service provider supporting an individual in a paid internship program is not eligible for the above incentives until the individual transitions to CIE [W&I Code section 4870(g)].

### C. IMPLEMENTATION

Guidelines for the incentive program are as follows:

- (1) Regional centers shall make information available to service providers regarding incentive payments and changes effective July 1, 2021.
- (2) For CIE incentive payment milestones that are reached from July 1, 2021 until June 30, 2025, the following sub-codes should be utilized:
  - "EMPP" for placement incentive after 30 consecutive days;
  - "EMP6" for six consecutive months' incentive; and
  - "EMP12" for 12 consecutive months' incentive.

These new sub-codes are available for use now.

- (3) For CIE incentive payment milestones achieved prior to July 1, 2021, the following sub-codes and payment amounts should continue to be utilized:
  - "CIEP" for placement incentive after 30 consecutive days (\$1,000);
  - "CIE6" for six consecutive months' incentive (\$1,250); and
  - "CIE12" for 12 consecutive months' incentive (\$1,500).

Regional Center Executive Directors  
August 24, 2021  
Page three

If you have questions about this correspondence, please contact Michael Luna at (916) 654-2208, or email at [Michael.Luna@dds.ca.gov](mailto:Michael.Luna@dds.ca.gov).

Sincerely,

*Original Signed by:*

ERICA REIMER SNELL  
Deputy Director  
Community Services Division

Enclosures

cc: Regional Center Administrators  
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**For materials shared at meetings,  
please go to [www.sgprc.org](http://www.sgprc.org),  
click on the calendar and look for an event by date.  
There you will find a link to the materials for each meeting.**