

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

**September 7, 2023**

The following committee members attended said meeting:

**PRESENT:**

Cris Schlanser, Chairperson  
Jay Smith  
Theresa Jones Zarour  
Cristina Torres  
Sharon Ehrig  
Charmayne Ross  
Brenda Baldeon  
Kelly Privitt  
Ookie Voong  
Christina Buth  
Valerie Donelson  
Jeanette Cabrera

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Executive Deputy Director  
Dara Mikesell, Chief Financial Officer  
Rosa Chavez, Associate Director, Family &  
Transition Services  
Tricia Vannucci, Associate Director, Adult &  
Residential Services  
Tim Travis, Associate Director, Community  
Services  
Jaime Anabalon, Manager, Quality Assurance  
Erika Gomez, Exec. Assistant – BOD & RDDF

**MEMBERS ABSENT:**

Jose Meraz

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**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**

None

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**A. CALL TO ORDER**

Cris Schlanser, Chairperson, called the meeting to order at 10:05 a.m. A quorum was established.

The minutes of the meeting on August 3, 2023, were reviewed and approved.

**M/S/C (Ehrig & Jones Zarour) The committee approved the minutes.**

## **B. MOST PRESSING CONCERNS FOR SERVICE PROVIDERS**

There is an increase of COVID-19 positive cases.

## **C. VENDOR CATEGORY REPORTS**

### **Adult Programs**

*Vocational* – (1 Vacancy) Cristina Torres is planning to follow up with the Department of Rehabilitation about the incentive they offer for staff trainings. She also reminded those attending that there is a vacancy in the “Vocational” category in the committee.

*Adult Day* –Christina Buth shared that Jose Meraz and she led a subcommittee meeting on August 30, 2023 and discussed Quality Assurance matters. She thanked Linh Lee, Employment Specialist, for attending. The group decided to have the subcommittee meetings on the last Wednesday of the month at 10am.

### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross reported that the last LICA meeting was cancelled but there will be one next week where she will present on orthotics, the difference between a simple shoe insert of a higher one.

### **Transportation**

Theresa Jones Zarour thanked SG/PRC staff for taking the time to go over issues and providing support in recent months. She also presented the challenges transporters face currently and she wishes are addressed, specifically in how referrals are made.

### **Independent Living Services**

*ILS* – Sharon Ehrig reported there was ILS/SLS subcommittee meeting on August 23, 2023 as part of a “Coffee with Jesse” session. The main topics of discussion were recruitment, behavioral issues, minimum wage of the unincorporated areas, and housing costs. Mrs. Ehrig would like to have a list of case management staff to better understand who to contact. She would also like to have an email chain for providers to communicate needs that individuals served may have. Lastly, she informed that the Richard D. Davis Foundation funded a grant for ILS/SLS recipients that could help pay for expenses they cannot afford, or regional centers can’t fund.

*SLS Services* – (1 Vacancy)

### **Residential Services**

*CCF* – Valerie Donelson and Jay Smith reported there was a subcommittee

meeting on September 6, 2023. The following topics were discussed: COVID-19, staffing issues, vacancies concerns and justifying RFP needs, referrals process, regional center staff turnover, billing of authorizations, a need for an organizational chart of SG/PRC staff, Day Programs' timelines of assessments and supplemental pay for not participating.

*ICF-* Ookie Voong shared the following:

- The ICF Subcommittee meeting was held on August 23, 2023. Concerns were raised about the lack of referrals going to ICFs. Olivia Funaro, Residential Services Manager, provided a report on vacancies and described the factors that are considered in referrals. Hortencia Tafoya, Clinical Services Director, gave a brief presentation on the CalAim Transition. Mrs. Funaro encouraged providers to direct CalAim questions to [LTCtransition@dhcs.ca.gov](mailto:LTCtransition@dhcs.ca.gov), and attend ICF workgroup meetings. She announced the All Plan Letter was released in mid-August. Additionally, Edward Mariscal of HealthNet, along with his colleagues attended the meeting and did a Q&A session with providers regarding billing, authorizations, contracting/credentialing. Providers are questioning how the transition will affect dental care for individuals served and fear there will be a delay in medical care for those under MCP. Vendors hope to get support from regional centers as there are concerns for cash flow when the transition happens. ICF 101 Carve In Webinar with DHCS, MCP, and ICF providers occurred on August 21, 2023 and there were many questions that remain unanswered for providers as there was not enough time. Mrs. Voong would like to have a subcommittee meeting on September 20, 2023.

*Specialized* – Chris Schlanser echoed the same concerns presented by the residential representatives.

**Other Vended Services-** Jeanette Cabrera had nothing to report.

**At Large-** Kelly Privitt asked that vendors who do not fall under traditional groupings reach out to her to have a subcommittee meeting.

### **RECRUITMENT SUBCOMMITTEE**

Vacancies in: Vocational and SLS. To apply, please email [egomez@sgprc.org](mailto:egomez@sgprc.org)

### **LEGISLATIVE UPDATE**

Susan Stroebel, former VAC Chairperson, provided the legislative information uploaded to the meeting materials.

### **EXECUTIVE DIRECTOR, JESSE WELLER, PROVIDED THE FOLLOWING UPDATES:**

- Direct Support Professional Appreciation Week - On behalf of SG/PRC, he

- extended his gratitude and appreciation for all Direct Support Professionals who make the service system a better place. Service Providers deserve to be recognized and appreciated for keeping the promise of the Lanterman Act.
- Transition of ICF Residents to Medi-Cal Managed Care - The transition of ICF residents from fee-for-service (FFS) to managed care Medi-Cal is scheduled to take place on January 1, 2024.
  - California Disability Services Association Annual Meeting 2023- Will be on September 19, 2023. Mr. Weller is part of that panel and will provide necessary updates.
  - Service Provider Insurance Requirements - The Additional Insured Endorsement document must have San Gabriel/Pomona Regional Center named as Additional Insured for all categories (General Liability, Professional Liability Insurance and Abuse & Molestation coverage), including SG/PRC's address of 75 Rancho Camino Drive, Pomona, CA 91766-4728 and must display the policy number that corresponds with the Certificate of Liability Insurance. The Additional Insured Endorsement document (typically identified as a CG2026 or AP2000 Form) must accompany all certificates of insurance. SG/PRC was advised that the Endorsement is proof that SG/PRC is named as Additional Insured. A certificate is for informational purposes only and is not a legal document. An Additional Insured Endorsement is the legal document. SG/PRC received feedback regarding the Endorsement requirement and further assessment and consultation is needed.

**SG/PRC UPDATES BY LUCINA GALARZA, EXECUTIVE DEPUTY DIRECTOR AND TIM TRAVIS, ASSOCIATE DIRECTOR**

- Absence Billing - Governor Newsome declared a State of Emergency for Los Angeles County. This allows for billing beginning Sunday, August 20 to Monday, August 21, 2023.
- New Services – Needs for Vendors –
  - In-Home Early Start Therapeutic Services – specific cities and Spanish/ Mandarin languages – See RFI on [www.sgprc.org](http://www.sgprc.org)
  - Two (2) Residential Developments- RFP posted on Website: 1) Female 4 bed home (behavioral focus) 2) home for individuals who are non-ambulatory with medical / behavioral focus (unfunded but competitive process)
  - Coordinated Family Supports – looking for interested entities -- please reach out to Tim Travis at [ttravis@sgprc.org](mailto:ttravis@sgprc.org) or at 909/710-8831.
  - Self-Directed General Supports – for SDP (service code 099) – looking for interested entities
- Vendor Insurance Update - Authorization to Contact Broker (Reviewed at VAC June 2023 meeting) – will be sent out as well as the Automobile Insurance Verification Form.

- Internal Vendor Audits – Every 2 years (minimum)- Staff will be requesting initial updates for the DS1891, via a third party.
- Sub-Minimum Wage – 14 C Certificates - 14C Certificates are sunseting in January 2025.
- HCBS Trainings – See meeting materials and website for partnership trainings. ALO is a new partner who will provide training to vendors, families, individuals served and SG/PRC staff beginning in 2024.
- QIP Employment Access/Capacity – DDS provided trainings in August that were recorded and will be available for viewing. DDS created Portals for submission of incentive payment certification forms. Incentive payment certification forms can be found on DDS website.
- Electronic Visit Verification – The 21st Century CURES Act, signed into law in 2016, requires all States to set up an EVV system to verify that services for all Medicaid-funded personal care and home health care services have been delivered.
- Early Start Provider Training Reimbursement - One-time, time limited supplemental grant funds to individuals with Disabilities Education Act (IDEA) Part C for Infants and Families, to help recover from the impacts of the pandemic. Providers must submit invoices by 9/30/2023 to receive their reimbursement.
- Referral Report Update: Josh Trevino, Lead BCBA; Statewide Intensive Transition Services, presented the referral report from June and July.

### **PUBLIC INPUT**

Grace Kano thanked those who have signed up to participate in the Richard D. Davis Annual Golf Scramble. It is sold out.

### **MEETING ADJOURNED**

The next regular meeting will be held on October 5, 2023, at 10:00 a.m.