

**Frank D. Lanterman Regional Center  
Service Provider Advisory Committee  
June 3, 2020  
Minutes**

This committee Zoom meeting was called to order at 10:04 AM and roll call was taken.

**SPAC MEMBERS PRESENT**

Kimberly West-Isaac  
Traci Jones-Martinez  
Keri Castaneda  
Jim Storck  
Yvonne Nakamoto  
Kyra Griffith  
Dee Prescott  
Kelly White  
Greg Sanchez

**Excused**

Nicole Hajjar

**Guests:**

|                               |                                   |                                 |
|-------------------------------|-----------------------------------|---------------------------------|
| Janet Upjohn/Cheerful Helpers | Ben Karakunnel/Home Instead       | Bijan Boizai/In2Vision          |
| Beatriz Diaz/In2Vision        | Laura Campana/Way Finder Fam.     | Cynthia Barron/ECF              |
| Aida Herrera/ECF              | Jacklin Pfaff/Total Ed. Solutions | Veronica Solano/Jeffrey Found.  |
| Sam Anuakpado/LSSSC           | Brian Nguyen/Easterseals          | Andrea Devers/PCS Svs.          |
| Christopher Perry/PCDA        | Joann Ahn/ECF                     | Andrew Day/PCS Svs              |
| Joann Lockett/ECF             | Cynthia Raimondi/ABLE             | Nancy Niebrugge/TCC             |
| Nanette Cruz/ECF              | Charlotte Mckoy/                  | Maria Davila/Passport to Learn. |
| Michaelann Gabriel/CDK        | Rachel Saucedo/                   | Anjali Carrasco/CDK             |

**Staff**

Karen Ingram  
Sonia Garibay

**Public Comments**

Mr. Sanchez shared that Home Instead Pasadena has identified a 3<sup>rd</sup> party Covid-19 surveillance program with nursing staff on board that does testing in the city of Pasadena. Information on this was shared with attendees.

Ms. Isaac and Ms. Garibay reported that CCL is honoring/nominating workers caring for Covid-19 patients at retirement and other senior homes to receive financial compensation. These compensations are on a first come first served basis.

**Approval of Minutes**

The minutes from May 6, 2020 were accepted as submitted.

## **REPORTS**

### **Board**

Ms. Isaac reported the following:

- Update on Covid-19 statewide.
- Administrative Services Report presentation – review of SOE expenditures
- Budget – Trailer Bill Language, May Revise and line of credit were discussed.

### **HCBS Self-Assessment Status**

Ms. Garibay shared that only 50% of providers have completed their self-assessment; she also reported that most providers haven't even started the process. Some providers shared the issues they were/are having when completing the self-assessment; they were advised to contact Ms. Garibay at 213-252-4904 or sgaribay@lanterman.org for assistance. Due date is June 30<sup>th</sup>.

### **Provider Training Committee**

Ms. Prescott will report at the next meeting.

### **Staff Training/Vendor Fair Committee**

Mr. Sanchez shared that suggested topics for the Staff Training/Vendor Fair were received and that the subcommittee will meet via Zoom to finalize details on this. He'll share more at the next meeting.

## **OLD BUSINESS**

### **Legislative Advocacy**

- Ms. White reported that advocacy continues. There is a push to ask Congress to approve funding for CA in the next stimulus package.
- Several providers shared that they have had elected officials or their staff participate in Zoom sessions with clients and/or parents to show them how remote services are working.

## **DDS Updates**

### **Review of New Covid-19 Directives & Guidances**

Ms. Ingram reported the following:

- May 7 – “Additional Guidance on Payments for Non-residential Services During the State of Emergency”: reminds providers to document why they're billing for absences; suggests they should use PPP or other emergency funds before billing for absences; noted that while retainers are allowed for day services there is still an expectation that some level of actual service is being provided (examples were given). The following was discussed:
  - LRC held a teleconference to discuss this Guidance and 9 providers participated.
  - ARC CA and an attorney from the Bay Area sent letters to DDS regarding the inappropriateness of the May 7 Guideline, especially since some instructions were to be applied retroactively.
  - All RCs received the Guidance, but have implemented them differently.
  - Day services are a high priority as the retainer will end soon and services must be provided in order to be paid. Ms. Ingram stressed that day programs must change the way they do program to meet social distancing and other safety standards.
  - Ms. Castaneda shared the “Reopening safer at work and in the community for control of Covid-19” protocols.

- Ms. Ingram clarified that daily rates for day services will likely be replaced with hourly rates to facilitate needed changes. Programs in the 500 series will likely be changed to service code 055 (Community Integration) to meet the individualized service needs.
- Ms. Ingram stated that day services will need to do revisions (shorter hours, fewer days per week etc.) before reopening.
- May 11 – “Expiration of Temporary Provider Rate Increase (Bridge Funding)”: the one year 2.1% rate expired 4/30/20.
- May 27 – “Submitting Notification of Supported Employment Program Group Changes, Form DS1963”: DDS is asking that SE providers complete a DS1963 for each SE-Group that has been laid off during the SOE. A new DS1963 should be submitted when the group is called back to work.

## **LRC Updates**

### **Review Implementation of Directives**

Ms. Ingram shared that because the cities and counties are modifying their “stay at home” orders, some providers are asking if it’s the right time for them to reopen for business. Ms. Ingram advised them to follow local guidance as LRC cannot make any recommendations. She also reminded them to consult with their insurance companies about liability coverage. This information was shared in a recent Provider E-bulletin, but will be shared again.

Ms. Ingram recommended that providers should have a plan on how to keep clients, families and their staff safe before resuming in-person or on-site sessions. She emphasized that plans that include waivers and statements for families/clients/staff to sign are not acceptable; LRC will not do business with providers that require families to sign waivers. Ms. Ingram will send a letter to providers regarding this matter.

Ms. Ingram strongly advised that day program providers share their ideas with all day services providers as that will be the key for day services to survive.

LRC continues fully functioning with the majority of staff working remotely, and it is expected that remote services will continue for some time.

## **NEW BUSINESS**

### **Proposed 2020/2021 Budget**

Ms. Ingram informed that the budget situation has been fluid, with the Governor recommending significant cuts in the May Revise which the Senate subsequently rejected. It is hoped that federal funding will be received to alleviate the costs that Covid-19 has caused the State. The Governor wants to reinstate Uniform Holiday Closures, but the status of this is unknown at this time.

### **Summer Meeting Date**

All committee members agreed to meet July 1 rather than go dark during the summer, as is typical. The Committee felt it is important to continue to be informed during these challenging times.

**Joint Meeting w/ Programs & Services Committee**

SPAC and Programs & Services will have a joint meeting on June 25 at 10:00 am via Zoom to discuss the budget and other issues.

**UPDATES/ANNOUNCEMENTS/CONCERNS**

None

**ADJOURNEMENT**

The meeting was adjourned at 11:09 AM

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*Service Provider Advisory Committee Meeting*  
**ATTENDANCE**

| <b>2019-2020</b>             | <b>N<br/>O<br/>V<br/>19</b> | <b>D<br/>E<br/>C<br/>19</b> | <b>J<br/>A<br/>N<br/>20</b> | <b>F<br/>E<br/>B<br/>20</b> | <b>M<br/>A<br/>R<br/>20</b> | <b>A<br/>P<br/>R<br/>20</b> | <b>M<br/>A<br/>Y<br/>20</b> | <b>J<br/>U<br/>N<br/>20</b> | <b>J<br/>U<br/>L<br/>20</b> | <b>A<br/>U<br/>G<br/>20</b> | <b>S<br/>E<br/>P<br/>20</b> | <b>O<br/>C<br/>T<br/>20</b> | <b>T<br/>O<br/>T<br/>A<br/>L</b> |
|------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------------|
| <b>K. WEST-ISAAC - Chair</b> | SP                          | X                           | N                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>T. JONES MARTINEZ</b>     | B                           | X                           | O                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>K. CASTANEDA</b>          | R                           | X                           | M                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>N. HAJJAR</b>             | E                           | X                           | E                           | E                           | E                           | X                           | X                           | E                           |                             |                             |                             |                             |                                  |
| <b>D. PRESCOTT</b>           | A                           | E                           | E                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>J. STORCK</b>             | K                           | X                           | T                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>Y. NAKAMOTO</b>           | F                           | X                           | I                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>G. SANCHEZ</b>            | A                           | X                           | N                           | X                           | X                           | E                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>K. GRIFFITH</b>           | S                           | X                           | G                           | X                           | X                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |
| <b>K. WHITE</b>              | T                           | X                           |                             | X                           | E                           | X                           | X                           | X                           |                             |                             |                             |                             |                                  |