

# Director's Board Report

December 10, 2018

## Weekly Updates: Directors Travels

Department of Developmental Services Correspondence:  
October – December 2018



# Directors Travels:

## Week of October 15, 2018

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### **Monday October 15, 2018**

Meeting with the elected leadership of the Coalition of Local Area Service Providers (CLASP) to review topics from the provider community and develop the agenda for the CLASP meeting next week. This leadership group serves as the advisory body to the regional center on provider issues.

Meeting with the provider for the upcoming Poulson house project (a Community Placement Plan project) to continue work to address barriers to opening for services. This project addresses the needs of hard to serve individuals currently in institutional care.

Working on a grant application to support our Mental Health/Developmental Disabilities conference coming up in a couple weeks. This is a three year project to increase collaboration with the mental health services community.

I'll be attending Joey Travolta's, Summer Film Camp, and Premiere that starts at 6:00 PM at the Bob Hope Theater in Stockton. This program teaches student all facets of film making and helps inspire/prepare students for jobs in film making.

### **Tuesday October 16, 2018**

Weekly meeting with the Senior Leadership (Directors and Assistant Directors) to review topics that need further discussion and/or decisions that impact all or part of the organization.

The Board's Legislative Committee, Chaired by Candace Bright, will be meeting to review the outcomes from the legislative bill file from last year including the latest signed and vetoed on the last day of the last year of the legislative session.

Meeting with the CLASP organizing group for a local conference on innovations in providing services to people with developmental disabilities.

Cindy Mix, Director of Consumer Services, will be meeting with all the VMRC Program Managers of case management services to review current issues, communicate decisions and or directives from the senior leadership, and provide feedback to senior leadership on issues that need to be addressed.

### **Wednesday October 17, 2018 – Friday October 19, 2018**

Mary Sheehan, Clinical Director, will be participating in the San Joaquin Oral Health Strategic Planning Steering Committee meeting. The committee is working on a variety of initiatives to

address the county's need to improve oral health services and Mary is there to ensure our consumer's needs are also considered in the plans.

I will be attending the Association of Regional Center Agencies meeting from Wednesday through Friday. Meetings include a meeting with the new directors of regional centers (around five years or less experience), ARCA Finance Committee, Executive Director's Committee, Executive Committee of the ARCA Board, Retirement event for SGPRC Director Keith Penman, and ARCA strategic planning. Tom Bowe will also be participating in some of these meetings as well.

**Thursday October 18, 2018**

[Organization-wide Strategies for Implementing Person-Centered Practices and Positive Behavior Support](#)

Rachel Freeman and Julie Kramme from the Institute on Community Integration at the University of Minnesota will outline an organization-wide planning model that integrates person-centered practices, organizational workforce development, and positive behavior support (PBS) in human service settings. Examples will be included that describe how teams are using implementation science to establish systematic and sustainable positive behavior support within a variety of organizations supporting people with disabilities - this is a webinar from 1-2 pm .

**Thursday October 18, 2018 and Friday October 19, 2018**

Tara Sizemore will be representing VMRC at the Interagency Coordinating Council meetings in Sacramento focus on statewide policy issues impacting Early Start services.



# Directors Travels:

## Week of October 15, 2018

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### **Monday October 22, 2018**

Meeting with the Coalition of Local Area Service Providers (CLASP) from 10 am to 12 pm in the Cohen Board Room in Stockton. VMRC Community Services leadership will also be attending to provide updates. CLASP will discuss membership issues, the upcoming regional conference, and more.

Meeting of the training and development workgroup on case management chaired by Cindy Mix, the group will discuss policies and procedures including the procedure for sending case managers to statewide social worker conferences.

Participating in the bi-monthly regular update meeting with our legal affairs advisor, Anthony Hill – currently dealing with contract and confidentiality issues and others.

### **Tuesday October 23, 2018 - Wednesday October 24, 2018**

We will be hosting the first three conferences (over a three year period) focused on meeting the needs of consumers with mental health and developmental disabilities. This year's conference will be in Modesto, [learn more](#).

### **Wednesday October 24, 2018**

Meeting at the Poulson project with officials from the Department of Developmental Services.

### **Thursday October 25, 2018**

The San Joaquin County Workforce Development Board (SJCWDB) will be modifying its existing Local and Regional WIOA Plans to incorporate changes to the recently modified State WIOA Plan submitted to the U.S. Department of Labor. Enos Edmerson will be representing VMRC at 9:00 a.m., at the Stockton WorkNet Center (the Department of Rehabilitation will also be in attendance).

Meeting with Bud Mullanix, Director of Human Resources, to discuss issues related to employment law.

Meeting with Gordon Hofer, Director of Information Technology to review Cisco's video conferencing system to assess the viability of this tool for improving virtual board meeting access.

The Training and Development Workgroup will be meeting from 12 pm to 2 pm in the Cohen Board Room. This committee consists of 25 staff and managers focused on our core

competencies at VMRC and developing the training and development work plans, including updating relevant policies and procedures and auditing our existing training content in the Learning Management System.

**Friday October 26, 2018**

Juanita Leach-Lazer and I will be attending the Mobility Expo in San Mateo. The Expo is from Friday through Sunday and features adaptive equipment demonstrations and breakout sessions regarding access, health and disability rights.

Our website implementation team will be meeting with our photography team to determine what are we going to specifically shoot at each office and begin to schedule professional headshots of directors and board/committee members.

**Saturday October 27, 2018**

I'll be attending the Celebration of Life for our consumer April on Saturday, October 27th from 1pm-4pm.



# Directors Travels:

## Week of October 29, 2018

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### **Monday October 29, 2018**

The Department heads for VMRC will be meeting to review the status of the regional center budget. Each department head has responsibility for operating within a limited budget and is accountable to the leadership team for staying within the budget.

I'll be meeting with our technology consultants to test out a new feature on our internal website to improve communications from the director's office.

I'll be attending the High School Apprenticeship work group with school officials to increase apprenticeship opportunities to San Joaquin youth throughout the county. This may be an opportunity to increase awareness for young people to learn about the field of developmental services.

The auditing team from the Department of Developmental Services will be holding an introductory meeting with our staff to go over the scope of their audit this week.

I'll be participating in a meeting on Supported Decision Making led by Steve Ruder of the UC Davis Mind Institute. The meeting will be co-hosted by the SCDD North Valley Hills Office.

### **Tuesday, October 30, 2018**

I'll be meeting with our entire management team in our bi-annual management meeting. The purpose of the meeting is to communicate with the managers of VMRC twice a year about any upcoming significant developments and the status of various important initiatives.

I'll be participating in an interdisciplinary team meeting that is working on a difficult person-centered plan. The team has requested additional support from the leadership.

### **Wednesday October 31, 2018**

Bud Mullanix, VMRC Director of Human Resources, will be conducting a targeted training with one of our units which we plan to make available to others in the future. The session is called, "Introduction to Team Collaboration & Communication".

### **Thursday November 1, 2018**

I'll be attending an open house for a new vocational training program which teaches filmmaking and prepares folks for jobs in the film industry. The program is called Futures Explored Film Studio and the open house will be from 1:00-6:00 pm at 8026 Lorraine St. in Stockton.

I'll be attending the 30th Annual Action on Behalf of Children (ABC) Awards event which is "presented in special recognition to those who care about children in San Joaquin County."

**Friday November 2, 2018**

I will be participating in the organizing meeting for the upcoming Abilities Expo we are planning to host at VMRC. The event will feature adaptive equipment providers and breakout sessions of interest to those with disabilities and their families.

I'll be meeting with our social media team in an interactive meeting/workshop focused on (1) Our analysis of the key communications of other organization's that "share our airwaves" (2) Three options for how Valley Mountain can break through the "noise" and clearly explain what we do to the people who are most important to reach and (3) Develop goals and key strategies for outreach communications.



# Directors Travels:

## Week of November 5, 2018

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Last week the auditors from the Department of Developmental Services spent the week reviewing our records for regulatory compliance. This week they will be reviewing records remotely and the review process will be completed within a month.

### **Monday November 5, 2018**

Mary Sheehan, Valley Mountain Regional Center Clinical Director and I will be attending a workgroup meeting on Health and Dental Care for Dual Eligible consumers. We'll cover (1) Care Coordination Assessment Project and Advisory Committee update, (2) Eligibility Discussion and What can regional centers do differently to expedite eligibility and enrollment? (3) Health Homes and serving individuals with complex needs that individuals with developmental disabilities can access?, (4) and various dental issues.

I'll be attending the Management Development Workgroup focused on trainings for managers and policies and procedures.

Check in meeting with Jan Maloney in preparation of the upcoming board committee meetings in November.

### **Tuesday November 6, 2018 - Election Day**

Weekly meeting with the Senior Leadership (Directors and Assistant Directors) to review topics that need further discussion and/or decisions that impact all or part of the organization. This meeting will include updates from our Special Projects unit and the Foster Grandparents, etc. program.

I'll be attending the Self-Determination Local Advisory committee meeting chaired by Claire Lazaro, Valley Mountain Regional Center Vice President, from 3:30 pm to 5 pm in the Cohen Board Room.

### **Wednesday November 7, 2018**

The Valley Mountain Regional Center Finance Committee, Chaired by Treasurer Elizabeth Victor-Martinez, will be meeting at 5:30 pm in the Cohen Board Room. The committee reviews contracts over \$250,000, reviews and discusses the budget status, and recommends acceptance or not for the upcoming board meeting.

The Valley Mountain Regional Center Executive Committee, chaired by President Tom Bowe, will be meeting from 6:00 pm in the Cohen Board Room.



**Wednesday November 7, 2018 through Saturday November 9, 2018**

I will be attending the annual meeting of the national Association of State Directors of Developmental Disabilities Services which will focus on (1) innovative strategies for improving compliance oversight and quality of services while ensuring the health and safety of individuals (2) state quality initiative efforts, (3) how quality-driven goals can be translated into clear performance expectations, and (4) we'll hear from federal leaders about HCBS quality direction and support. To learn more about this annual meeting check it out: NADDDDS 2018 Directors Forum & Annual Conference

**Outcomes Highlight**

*(Periodically I will highlight a particular outcome from one of the meetings or workgroups because every now and then it's good to know that something actually happens in these efforts.)*

On November 1st, 2019, Anthony Hill and I met with Sandip Sandhu, Stanislaus County Public Defender (soon to be Superior Court Judge) and Maureen Keller, Acting Public Defender. This was a meet and greet intended to create opportunity to improve our longstanding partnership. Breaking News, the Public Defender's office has hired two social workers to create a holistic approach to defense strategy establishing connection with services, and joint recommendations with County Probation to leverage treatment as an alternative option before incarceration. Ms. Keller agreed to gather information from attorneys in her office regarding training topics on the regional center system of services and we'll coordinate the delivery of the training then implement a similar process to inform our staff of relevant criminal justice issues. We anticipate January 2019 as the start date for this activity. We intend to receive training from the Stanislaus Public Defenders to get clear on the role of the attorney, defense strategies, privileges and criminal procedures, including how community agencies such as VMRC can best support our consumers during criminal proceedings.



# Directors Travels:

## Week of November 19, 2018

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Last Monday was a holiday so I didn't send out the weekly Directors Travels report but just in case you're interested I've included a quick summary at the end of this week's report...

### **Monday November 19, 2018**

The Legislative Committee (a Valley Mountain Regional Center Board Committee chaired by Candice Bright) met for a preparation meeting for our upcoming report on changes in laws and regulations impacting people with developmental disabilities.

I met with the Leadership team of CLASP to discuss issues important to local providers and to prepare for the full membership meeting next week on Nov 26<sup>th</sup> at VMRC.

The workgroup on the VMRC Onboarding process, chaired by Enos Edmerson, met and worked on our workgroup year-end summary report on our efforts to improve the process for training new staff at VMRC.

### **Tuesday November 20, 2018**

The Senior Leadership Team (Directors and Assistant Directors) met to provide status reports from each department, worked on administrative policies and procedures (APs) for Social Media and the Management of APs, and worked on issues impacting the organization. Invited Cindy Strawderman and Angie Shear to provide addition status reports.

Monthly one on one supervision and status report meetings with the Bud Mullanix, Director of Human Resources and Cindy Mix, the Director of Consumer Services.

### **Wednesday November 21, 2018**

Monthly one on one supervision and status report meetings with Claudia Reed, the Chief Financial Officer and Tom Bowe, the president of the Board of Directors.

The San Joaquin Behavioral Health board meeting will be from 6:00 - 8:00 pm at Behavioral Health Services, Conference Room B, 1212 N. California Street, Stockton.

### **Thursday November 22, 2018 – Friday November 20, 2018 – Thanksgiving Holiday**

*Last week in review...*

### **Monday November 12, 2018**

Holiday

**Tuesday November 13, 2018**

The Senior Leadership Team (Directors and Assistant Directors) met to provide status reports from each department, worked on two administrative policies, and worked on issues impacting the organization.

Our team (Claudia Reed, Anthony Hill, and myself) met with the team from the Awesome Spot project as a meet and greet and to review how our collaboration is going. The Awesome Spot project is building an accessible playground in Modesto.

Attended the Consumer Services meeting (board Committee chaired by Dena Pfeiffer in for Chris Varella). Staff from Resource Development, Clinical Services, and Quality Assurance provide updates on various reports requested by the committee.

**Wednesday November 14, 2018**

I attended the last convening of the Oral Health Strategic Planning Steering Committee with Mary Sheehan VMRC Clinical Director to complete the San Joaquin County Oral Health Strategic Plan for the next 3 years.

I attended a statewide taskforce aimed at addressing the workforce crisis for developmental services. The taskforce is planning a DSP conference as well as a public policy agenda.

I participated in the Mental Health Services Act (MHSA) community planning meeting for San Joaquin County with psychologists Barbara Johnson, Psy.D and Justin Schrotenboer, Psy.D.

**Thursday November 15, 2018**

I monitored the Developmental Services Taskforce throughout the day to check the status of the review of the data collected by Burns and Associates for the statewide rate study. After the meeting ended ARCA staff provided the directors with a summary of the major discussions from the day. Kathy Ward, who works in contracts and rates at VMRC also monitored throughout the day and will meet with me next week for further analysis.

The Special Events Committee (board committee chaired by Kori Heuvel) met for further planning for our Art Walk Event June 15<sup>th</sup>, 2018. The committee also welcomed new members Dena Hernandez and Daisy Plovnick.

I met with the officers of SAC6 and their supporters Christine Hager and Dena Hernandez. SAC6 advised on issues impacting self-advocates and requested their logo on our webpage to help them find their page on our website, reported that they will elect a representative to meet their required spot on our board of directors, and they will look for a representative to serve on the Special Events committee.

**Friday November 16, 2018**

Mary Sheehan, VMRC Clinical Director and I attended the San Joaquin TEETH lead by Lani Schiff-Ross, Executive Director of First5 San Joaquin. During the meeting we learned they received an additional one million dollars per year for the next two years to expand on their oral health initiative.



# Directors Travels:

## Week of November 26, 2018

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### **Monday November 26, 2018**

Together with Cindy Mix, Director of Consumer Services, several of our managers from the Resource Development and Quality Assurance departments we'll be attending the meeting of the Coalition of Local Area Service Providers. This helps improve communication with our providers as we work in partnership with our providers to deliver quality person centered services to our consumers. Learn more: <https://www.vmrc.net/clasp/>

I will be attending the conference committee of CLASP which is working to organize a professional conference for providers next year. This committee still has no chair.

### **Tuesday November 27, 2018**

I'll be meeting with Senior Leadership Team (Directors and Assistant Directors) this week we'll receive status updates from Carlos Hernandez addressing Cultural Diversity, Enos Edmerson and Wilma Murray on Employment and Transportation issues.

Kathy Ward and I will be meeting to discuss the Rate Study reports from DDS as we watch these developments closely to monitor the process for the state changing rates for providers.

Mary Sheehan, Clinical Director and I and others will be meeting with the California Compassionate Care Coalition to continue our work with improving our response and service to our consumers during End of Life care.

### **Wednesday November 28, 2018**

I will be in Fresno at Central Valley Regional Center attending the Porterville Quality Management Advisory Group Meeting. We will review quality management data regarding the quality of services provided to individuals who have transitioned to the community from Porterville Developmental Center since May 1, 2015. UC Davis and Mission Analytics will present on data related to the experience of individuals in their homes and in the community.

### **Thursday November 29, 2018**

I'll be participating in a meeting of the Executive Directors of regional centers (by phone) followed by the Clinical Directors from the regional centers here at Valley Mountain Regional Center hosted by our clinical director and the Association of Regional Center Agencies (ARCA).

I'll be attending the finance committee preparation meeting with Chief Financial Officer, Claudia Reed and our board Treasurer, Elizabeth Victor-Martinez.

**Friday November 30, 2018**

I'll be attending the regular update meeting for Director Nancy Bergmann's advisory committee on Self-Determination hosted by DDS.

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



October 24, 2018

**TO: DISPARITY FUNDS PROGRAM RECIPIENTS – REGIONAL CENTER  
EXECUTIVE DIRECTORS AND COMMUNITY-BASED ORGANIZATIONS**

**SUBJECT: ABX2 1 FUNDING TO PROMOTE EQUITY AND REDUCE DISPARITIES  
QUARTERLY PROGRESS REPORT, QUARTERLY EXPENSE REPORT AND  
MEASURES OF PROJECT IMPACT WORKSHEET**

This correspondence provides Disparity Funds Program reporting requirements for projects with funding approved for Fiscal Years (FY) 2016-17 and 2017-18. Regional centers and community-based organizations (CBOs) that were awarded funding are required to maintain records, collect data, and track qualitative and quantitative outcomes for Disparity Funds Program projects.

CBOs and Regional Centers: For each project approved with FY 2016-17 and FY 2017-18 funding, please complete the enclosed Quarterly Progress Report (Enclosure A-2), Quarterly Expense Report (Enclosure B-2), and Measures of Project Impact Worksheet (Enclosure C), and submit to the Department of Developmental Services **by November 30, 2018**. The report and worksheet requires information related to the status of the project's planned activities and measures of the project's impact from July 1, 2018 through September 30, 2018. Instructions for each form are provided in Enclosures A-1 and B-1.

**Funding and Claiming**

CBO projects with funding of at least \$100,000: Disbursement of the next payment will be made upon approval of the Quarterly Progress Report and Quarterly Expense Report. After approval, an invoice is required for payment.

CBO projects with funding under \$100,000: The invoice form is not required. The only forms required are the Quarterly Progress Report and Quarterly Expense Report.

Regional Centers: Please continue to use the state claim form to delineate funding expended to implement your regional center's project(s). An invoice is not required.

**“Building Partnerships, Supporting Choices”**

Disparity Funds Program Recipients – Regional Center Executive Directors and  
Community-Based Organizations  
October 24, 2018  
Page two

Please send completed reports to [disparityfundsprogram@dds.ca.gov](mailto:disparityfundsprogram@dds.ca.gov). If you have questions regarding this correspondence, please contact the Regional Center Branch at (916) 651-6309 or send questions to the email address above.

Sincerely,

*Original signed by*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

Enclosures

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Regional Center Community Services Directors  
Amy Westling, Association of Regional Center Agencies  
Nancy Bargmann, Department of Developmental Services  
John Doyle, Department of Developmental Services  
Patti Mericantante, Department of Developmental Services  
Rapone Anderson, Department of Developmental Services  
Sylvia Hoggatt, Department of Developmental Services

# 2018 SAFETY NET FAMILY STAKEHOLDER WORKGROUP TOPIC POINTS

The purpose of these stakeholder workgroup discussions is to gather input about how to improve services and strategies for supporting individuals in their family homes or other desired homes, and/or in the least restrictive settings possible, when they are experiencing crises. It is also to identify practices that can increase families' knowledge of and access to crisis services (i.e., services before, during and after a crisis). The overarching goal is to support individuals who are experiencing crises in a way that reduces the need for highly restrictive emergency placements (e.g., psychiatric hospitalizations, residential crisis centers) and/or that helps them return to the home they were living in prior to the crisis, as appropriate and desired. The questions below are meant to guide small group discussions.

TOPIC #1 – FAMILY PERSPECTIVE OF CRISIS SERVICES	
<p><b>WHAT SERVICES/SUPPORTS HAVE YOU RECEIVED BEFORE, DURING OR AFTER A CRISIS WITH YOUR FAMILY MEMBER?</b></p> <p><b>OF THOSE SERVICES/SUPPORTS, WHAT WORKED WELL? WHAT DIDN'T WORK WELL?</b></p> <p><b>WHAT COULD HAVE BEEN DONE TO AVOID THE CRISIS AND/OR RESOLVE THE CRISIS SOONER?</b> (Think about specific services, people or agencies, timeframes, staffing, medication management, mental health services, where you get information, etc.)</p>	<p><u>Worked well</u></p> <ul style="list-style-type: none"> <li>• School was great with follow through and follow up.</li> <li>• Specific psychologist in Visalia (Dr. Reddy)</li> <li>• School with mental health services included, seclusion</li> <li>• One specific wrap around service in Visalia (Marisela)</li> <li>• Increased services at age 18</li> <li>• A well-structured home for children with good communication with family</li> <li>• Inclusion in social events, with peers</li> <li>• Child learning awareness of impending melt-downs and taking proactive steps (i.e., calling mother)</li> <li>• (30 hours) respite, IHSS</li> <li>• Not disclosing I/DD diagnosis</li> <li>• RC helped with home remodel that made significant difference for medical crises</li> <li>• Day program and adaptive home health working well</li> <li>• VMRC Rapid Crisis Service-come out during crisis to provide support (limitations: not enough staff, no physical containment, capacity of one crisis at a time, distance from incident causes delay)</li> <li>• Rest Mobile Crisis-24/7, come out during crisis (same limitations as Rapid Crisis)</li> </ul> <p><u>Didn't work well</u></p> <ul style="list-style-type: none"> <li>• Adoption services disappear</li> <li>• Child learning new bad behaviors at crisis home</li> <li>• Staff not trained adequately or qualified (ineffective, adapting to behaviors instead of redirecting/changing, unengaged or not supervising the home), high staff turnover</li> <li>• Wrap around services inadequate (or inaccessible without taking parenting class)</li> </ul>



## 2018 SAFETY NET FAMILY STAKEHOLDER WORKGROUP TOPIC POINTS

	<ul style="list-style-type: none"> <li>• No respite or respite with strings attached (cannot leave the house during, must be a family member, cannot find staff, need nurse, etc.)</li> <li>• Limited or no access to mental health services</li> <li>• Did not know clients' rights advocates were available</li> <li>• Home always calling parents when there is an issue OR never calling parents when there is an issue</li> <li>• Home placement is far away (cannot see child often, difficult to manage issues that come up and the home is hours away, home will not transport to see family)</li> <li>• Parents not included in care plan for out of home placement, do not know what documents their 18-year-old is signing</li> <li>• Abuse and neglect at residential placement</li> <li>• Poor quality residential placement (Staff in their cars on their phones, staff do not answer the door or phone, staff not making family aware of abuse and neglect, staff telling child to take meds on his own using med cabinet key)</li> <li>• Difficulty trusting new placements after previous abuse/problems</li> <li>• Medical issues make it more difficult to find placement</li> <li>• AWOL issues when placed close enough to parents' home</li> <li>• Staff distracted by their phones</li> <li>• Crisis line dismissive (route to the police, who route back to crisis line), crisis line does not send anyone out.</li> <li>• No immediate help when individual is endangering or attacking parents/siblings. Crisis line or 911 going to messaging system.</li> <li>• Managing medications (finding ones that work, avoiding overdose, having access to the medications that do work when the doses needed are over the refill limits, paying for the medications, medications not consistent across changing placements)</li> <li>• Managing the crisis and other children or job (i.e., advocating for one child who is in the ER while there are 3 more kids at home who need supervision)</li> <li>• Wait times for evaluations</li> <li>• CPS being called on parents</li> <li>• Parents having to press charges to gain access to psychologist</li> <li>• Transportation (unable to transport their own child)</li> <li>• No services after 5pm</li> <li>• Having to use adoption assistance money for out of home placement, what happens when that money is cut off?</li> <li>• Child going AWOL at school, child getting kicked out of schools with no other options being given, school injuring child during restraint</li> </ul>
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# 2018 SAFETY NET FAMILY STAKEHOLDER WORKGROUP TOPIC POINTS

	<ul style="list-style-type: none"> <li>• TBS services</li> <li>• No choices, feeling forced to make decisions by RC</li> <li>• Telepsych gives you a different doctor each time, quality is horrible</li> <li>• NAMI does not provide actual support or resources</li> <li>• RC resources only for child with DD, nothing for parents or siblings. No support for the family affected by crisis.</li> <li>• Going to hospital/ER regularly and/or for extended stays</li> <li>• Starting over at age 18 (with services, placements, etc.)</li> <li>• Crisis teams having access to crisis plans for consumers with frequent calls</li> <li>• Not fitting into the “box” of mental health</li> <li>• No day program for individuals with challenging behaviors</li> <li>• VMRC’s children’s crisis home does not serve individuals with psychosis or medical needs</li> <li>• Having to go through insurance to get services</li> </ul> <p><u>What could be done to avoid crisis</u></p> <ul style="list-style-type: none"> <li>• Crisis line needs to work hand in hand with police. Both need to come out to the home fast!</li> </ul>
<b>WHAT OUTCOMES ARE IMPORTANT TO YOU WHEN THINKING ABOUT HOW TO MEASURE THE SUCCESS OF CRISIS SERVICES?</b> (Potential considerations: continued stabilization, measuring success, etc.)	<ul style="list-style-type: none"> <li>• Stabilization</li> <li>• Secure and positive placement resulting in positive behaviors</li> <li>• Good health</li> <li>• Wraparound in place</li> <li>• Stable medication plan</li> <li>• Bringing child closer to home (close group home)</li> <li>• Better understanding across systems (MH, police, hospitals, courts, RCs, schools, etc.) participating in decision making</li> </ul>
<b>WHAT DO YOU SEE AS THE THREE (3) BIGGEST BARRIERS/GAPS IN SERVICES TODAY?</b> (Think about the array and availability of specific services, people or agencies, timeframes, staffing, medication management, mental health services, access to information, etc.)	<ul style="list-style-type: none"> <li>• Trained staff</li> <li>• Access to mental health services (without pressing charges)</li> <li>• Access to effective wrap around services</li> <li>• Respite</li> <li>• Safety for family and the individual</li> <li>• QC in the homes/vendors</li> <li>• Keeping placement in the family home</li> <li>• No in home services or no services after 5pm</li> </ul>

# 2018 SAFETY NET FAMILY STAKEHOLDER WORKGROUP TOPIC POINTS

	<ul style="list-style-type: none"> <li>• No crisis response team (on phone or coming to house)</li> <li>• Placements far away from home (difficulty managing issues that arise, communication with home/day program/authorities that are far away)</li> <li>• Inability to think outside the box when providing treatment for dual diagnosis</li> <li>• MOU with county mental health</li> <li>• RC and MH coordination/communication</li> <li>• Listening to families who are the experts on their child</li> <li>• Lack of resources-one good psychiatrist but he cannot meet the needs of everyone</li> <li>• Family not familiar with resources available, how to access the services, what they are</li> </ul>
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TOPIC #2 – SAFETY NET AND CRISIS SERVICES IN THE COMMUNITY	
<p><b>WHAT ARE THE BEST WAYS TO INFORM FAMILIES ABOUT CRISIS SERVICES AND HOW TO ACCESS THEM?</b></p> <p>(Think about how/when you learn about available crisis services, the state's role in sharing information, materials in specific languages, the best time/day to reach families, how do you want to receive information, etc.)</p>	<ul style="list-style-type: none"> <li>• Letters from the home/school/wrap around</li> <li>• Family meetings or round table discussions</li> <li>• RC family training</li> <li>• Emails or phone</li> <li>• Don't belong to any family group, not supportive or difficult to find time</li> <li>• Family resource centers not helpful</li> <li>• Magnet or handout for the fridge</li> <li>• Quarterly open forum or resource fair with providers for families to attend</li> <li>• Adoptions program</li> <li>• Family does not know who, beyond the RC, are resources</li> <li>• Making resource options known to local psychologists and police to disseminate</li> <li>• Committees involving agencies focused on I/DD to discuss the issues and provide that information to families</li> <li>• Forensic Specialists, meetings with support groups to inform them about crisis intervention, using interactive database website or facebook page with resource of the month</li> <li>• CIT one pager on recognizing triggers before crisis happens</li> <li>• Continuity of Care</li> <li>• Family education program (especially for 18+)</li> <li>• Newsletter</li> <li>• Stakeholder meetings</li> <li>• Social/recreational activities for I/DD children to connect</li> <li>• Parent groups (NAMI)</li> </ul>

# 2018 SAFETY NET FAMILY STAKEHOLDER WORKGROUP TOPIC POINTS

	<ul style="list-style-type: none"> <li>• Directory of services for consumers (and service coordinator having same directory)</li> <li>• RC website (needs revamp to become user friendly, list services for behavioral crisis), social media, facebook</li> <li>• Cultural Specialist for diverse populations</li> <li>• Hands on behavior classes</li> </ul>
<p><b>WHAT SAFETY NET AND CRISIS SERVICES NEED TO BE EXPANDED OR DEVELOPED TO HELP INDIVIDUALS HAVE LONG-TERM SUCCESS IN THEIR FAMILY HOME OR OTHER DESIRED HOME?</b></p> <p>(Think about what's needed before, during, or after a crisis; specific services/agencies; individual plan and objectives; timeframes; staffing; medication management; mental health services; post-crisis services (especially following out-of-home stabilization); wrap around services; telemedicine; staff training, etc.)</p>	<ul style="list-style-type: none"> <li>• Funds to support families at home with respite, psychologist, counseling/therapy, community integration, behaviorist. Personalized supports and a plan, with follow up to the plan.</li> <li>• RC should have a family night with child care.</li> <li>• Constant communication with service coordinator, service coordinator follows up with family within 8 hours after 5150 hold</li> <li>• Respite for families (in and out of home)</li> <li>• Access to behavior experts (psychologist, therapist, BCBA).</li> <li>• Therapy for families</li> <li>• Early intervention</li> <li>• Specialized mental health, medical, behavioral staff</li> <li>• Liaison between RC and county mental health (MH may drop because they are RC client, RC will not give access to MH, MH say not equipped for DD)</li> <li>• Local "family navigator" to connect families with someone who can help them who has been through this before, help for families to work with the RC (how do they know if they're not being offered enough, how to know what to ask for, what recourse they have if things are unacceptable). Support for families who disagree with RC and have to go to hearing/trial.</li> <li>• Recurring team meetings (every 1-3 months)</li> <li>• 24/7 immediate help in-home, mobile crisis teams</li> <li>• Communication plan for out of home placement and family</li> <li>• Planning for transitions</li> <li>• In home (or group home) school options</li> <li>• Assessing outcomes (with accountability for everyone)</li> <li>• Continuity of services after crisis</li> <li>• Residential services for I/DD with dual diagnosis</li> <li>• Options closer to home</li> <li>• Oversight/QC for residential placements</li> <li>• Screening vendors prior to services</li> </ul>

## 2018 SAFETY NET FAMILY STAKEHOLDER WORKGROUP TOPIC POINTS

	<ul style="list-style-type: none"> <li>• Post-crisis services (service coordinator not always available to follow through)</li> </ul>
<b>IDENTIFY THREE (3) PRIORITY SUGGESTIONS/RECOMMENDATIONS FOR CRISIS PREVENTION AND SUPPORT SERVICES NEEDED IN YOUR COMMUNITY.</b>	<ul style="list-style-type: none"> <li>• Respite</li> <li>• Expert trained staff (Team of wrap around experts-BCBA, therapist, psychologist) with constant training</li> <li>• Education of families-rights, available services, who to go to/where to get it</li> <li>• Someone available to talk 24/7, 24/7 crisis services through RC, mobile crisis teams</li> <li>• Short term and long term residential services for individuals with I/DD and dual diagnosis</li> <li>• Defined proper resources communicated to families, police, doctors, etc.</li> <li>• Follow up or post-crisis services (did the crisis resolve, are more supports needed, what could be done differently)</li> <li>• Socialization opportunities (for families, individuals)</li> </ul>

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1954



November 27, 2018

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: MINIMUM WAGE INCREASE

Effective January 1, 2019, due to the implementation of Senate Bill (SB) 3, the minimum wage in California will increase from \$11.00 to \$12.00 per hour for employers with 26 or more employees and from \$10.50 to \$11.00 per hour for employers with 25 or fewer employees. As authorized by the current State budget and Welfare & Institutions (W&I) Code sections 4681.6(b), 4691.6(f) and (g), and 4691.9(b), many vendors will either receive, or be eligible to request, a rate increase if necessary to adjust employees' pay to comply with the new minimum wage. This letter contains information on the types of vendors that are affected and what process will be used to make necessary rate adjustments.

**Providers with Rates set by the Department of Developmental Services  
(Department):**

The changes in the W&I Code referenced above allow Community-Based Day Programs, In-Home Respite Agencies, and Work Activity Programs to submit rate adjustment requests to the Department due to the increase in minimum wage. To request a rate adjustment, providers of these services must submit to the Department information on only those costs necessary to increase an employee's actual hourly wage to the new minimum wage rate and associated mandated employer costs (e.g., Social Security, Medicare, and workers' compensation).

Vendors must submit actual wage and mandated employer cost information for affected employees only and total program units of service provided for the period of July, August, and September 2018, or an applicable period of up to three (3) months from January through December 2018. The Department will provide regional centers a copy of all letters sent to service providers in response to rate adjustment requests.

Vendors may begin submitting requests to the Department, with a copy to the vendoring regional center. However, all rate adjustment requests must be received by the Department no later than March 1, 2019.

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General information about the increase in minimum wage, as well as detailed instructions and a workbook for submitting rate adjustment requests to the Department, can be found at the following website: [www.dds.ca.gov/minwage/](http://www.dds.ca.gov/minwage/).

**Providers with Rates set through Negotiation by Regional Centers:**

Statute allows regional centers to negotiate rate adjustments with providers in order to pay employees no less than the minimum wage effective January 1, 2019. The rate adjustment must be specific to the unit of service that is affected by the new minimum wage and shall only include those costs necessary to increase an employee's actual hourly wage to the new minimum wage rate and associated mandated employer costs (e.g., Social Security, Medicare, and workers' compensation). Regional centers may use a worksheet similar to the one developed by the Department referenced above to assist in processing negotiated rate adjustment requests, and must maintain documentation on the process for granting any rate adjustment associated with minimum wage. Vendors should submit rate adjustment requests to the vendoring regional center by March 1, 2019.

By April 30, 2019, regional centers must provide the Department information on all rate adjustments negotiated with vendors. The Department will follow up with regional centers on the process for reporting the needed information.

**Providers with other rates:**

- Alternative Residential Model (ARM) rates/respite facilities: The ARM rates, effective January 1, 2019, for community care facilities, are enclosed. These rates also affect respite facilities (service code 869).
- In-Home Respite Worker (service code 864): The new rate, effective January 1, 2019, is \$15.74 per consumer hour.
- Voucher and Participant-Directed Respite (service codes 420 and 465): The new rate, effective January 1, 2019, is \$15.74 per consumer hour.
- Non-Mobile Supplemental Staffing: Pursuant to Title 17, Section 57530 of the California Code of Regulations, the supplemental reimbursement rate for Community-Based Day Programs will increase to \$1.44 per consumer hour.

Regional Center Executive Directors  
November 27, 2018  
Page three

If you have any questions regarding this letter, please contact Yasir Ali, Chief, Rates and Fiscal Support Section, at (916) 654-2302.

Sincerely,

*Original signed by:*

JIM KNIGHT  
Assistant Deputy Director  
Community Services Division

Enclosure

cc: Regional Center Community Services Directors  
Regional Center Administrators  
Regional Center Chief Counselors  
Association of Regional Center Agencies



DEPARTMENT OF DEVELOPMENTAL SERVICES  
COMMUNITY CARE FACILITY RATES  
**FOUR OR LESS BEDS PER FACILITY**  
**EFFECTIVE JANUARY 1, 2019**

Service Level	Monthly Payment Rate Per Consumer Effective <b>1/01/2018</b> <sup>1</sup>	Monthly Payment Rate Per Consumer Effective <b>1/01/2019</b> <sup>2</sup>
1	\$1,039.37	\$1,058.37
2-Owner	\$3,478	\$3,674
2-Staff	\$3,839	\$4,035
3-Owner	\$3,524	\$3,725
3-Staff	\$3,994	\$4,195
4A	\$4,636	\$4,847
4B	\$4,913	\$5,140
4C	\$5,186	\$5,429
4D	\$5,534	\$5,793
4E	\$5,885	\$6,165
4F	\$6,249	\$6,550
4G	\$6,686	\$7,008
4H	\$7,139	\$7,488
4I	\$7,784	\$8,170

The Personal and Incidental (P&I) expenses effective with the January 1, 2019, SSI/SSP payment standard increased from \$134.00 to \$136.00.

<sup>1</sup> Includes the SSI/SSP pass through effective January 1, 2018.

<sup>2</sup> Includes the SSI/SSP pass through effective January 1, 2019.

**DEPARTMENT OF DEVELOPMENTAL SERVICES  
COMMUNITY CARE FACILITY RATES  
FIVE OR MORE BEDS PER FACILITY  
EFFECTIVE JANUARY 1, 2019**

Service Level	Monthly Payment Rate Per Consumer Effective <b>1/01/2018</b> <sup>1</sup>	Monthly Payment Rate Per Consumer Effective <b>1/01/2019</b> <sup>2</sup>
1	\$1,039.37	\$1,058.37
2-Owner	\$2,456	\$2,586
2-Staff	\$2,716	\$2,846
3-Owner	\$2,873	\$3,040
3-Staff	\$3,210	\$3,377
4A	\$3,709	\$3,887
4B	\$3,965	\$4,159
4C	\$4,218	\$4,428
4D	\$4,525	\$4,751
4E	\$4,855	\$5,102
4F	\$5,193	\$5,461
4G	\$5,583	\$5,872
4H	\$6,005	\$6,320
4I	\$6,601	\$6,953

The Personal and Incidental (P&I) expenses effective with the January 1, 2019, SSI/SSP payment standard increased from \$134.00 to \$136.00.

<sup>1</sup> Includes the SSI/SSP pass through effective January 1, 2018.

<sup>2</sup> Includes the SSI/SSP pass through effective January 1, 2019.

DEPARTMENT OF DEVELOPMENTAL SERVICES  
COMMUNITY CARE FACILITY (CCF) RATES  
**FIVE OR MORE BEDS PER FACILITY**  
**EFFECTIVE JANUARY 1, 2019<sup>1</sup>**

**CCF RATES FOR VENDORS FORFEITING ABX2 1 INCREASE**

Service Level	Monthly Payment Rate Per Consumer Effective <b>10/2/2018<sup>2</sup></b>	Monthly Payment Rate Per Consumer Effective <b>1/1/2019<sup>3</sup></b>
1	\$1,039.37	\$1,058.37
2-Owner	\$2,294	\$2,424
2-Staff	\$2,536	\$2,666
3-Owner	\$2,684	\$2,851
3-Staff	\$2,998	\$3,165
4A	\$3,463	\$3,641
4B	\$3,702	\$3,896
4C	\$3,939	\$4,149
4D	\$4,226	\$4,452
4E	\$4,534	\$4,781
4F	\$4,850	\$5,118
4G	\$5,214	\$5,503
4H	\$5,609	\$5,924
4I	\$6,166	\$6,518

The Personal and Incidental (P&I) expenses effective with the January 1, 2019, SSI/SSP payment standard increased from \$134.00 to \$136.00.

<sup>1</sup> This rate schedule applies to service providers not in compliance with Assembly Bill X2 1 reporting requirement pursuant to Welfare & Institutions code, section 4691.10(b)(4).

<sup>2</sup> Includes the SSI/SSP pass through effective January 1, 2018.

<sup>3</sup> Includes the SSI/SSP pass through effective January 1, 2019.

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



November 2, 2018

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: CANYON SPRINGS COMMUNITY FACILITY ACUTE CRISIS ADMISSIONS

The purpose of this letter is to inform regional centers that effective September 28, 2018, the Governor signed Senate Bill 175, which incorporated additional changes to Section 6500 of the Welfare & Institutions Code. The bill authorized a court to order, until June 30, 2021, the commitment of an individual who meets specified criteria for admission due to an acute crisis to a separate and distinct unit of Canyon Springs Community Facility.

The Acute Crisis Centers at North STAR, South STAR, and now Canyon Springs Community Facility, provide short-term crisis stabilization and person-centered treatment that will expedite a consumer's return to either their prior residence or another community-based residential setting. Acute crisis referrals to Canyon Springs Community Facility have the same eligibility criteria, referral process, and post-admission procedures as the North and South STAR programs.

Referrals for acute crisis admissions to the Canyon Springs Community Facility can begin November 5, 2018. Please submit acute crisis referrals to [StarReferrals@dds.ca.gov](mailto:StarReferrals@dds.ca.gov).

For additional information, please contact Dr. Brad Backstrom, Senior Supervising Psychologist, at [brad.backstrom@dds.ca.gov](mailto:brad.backstrom@dds.ca.gov) or (916) 869-8834.

Sincerely,

*Original signed by:*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Regional Center Community Services Directors  
Association of Regional Center Agencies

**“Building Partnerships, Supporting Choices”**

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



October 5, 2018

**TO: REGIONAL CENTER EXECUTIVE DIRECTORS**

**SUBJECT: FUNCTIONAL OPERATIONS STAFFING SURVEY**

The Developmental Services Budget Trailer Bill, Assembly Bill 1606 (Chapter 26, Statutes of 2016), added Welfare & Institutions Code section 4437, which requires the Department of Developmental Services (Department), on or before February 1 of each year, to report to the Legislature information related to regional centers' staffing. See Enclosure A. As such, the Department has developed a survey (Enclosure C) for regional centers to report this information, which must be submitted to the Department by **December 28, 2018**.

Instructions for completing the survey are included as Enclosure B. Upon completion, please email the survey to the following address:

Maria Pena, Assistant Chief  
Regional Center Operations Section  
Department of Developmental Services  
[maria.pena@dds.ca.gov](mailto:maria.pena@dds.ca.gov)

Your timely and complete response to this survey is important since the law also requires the Department to post the information on its website by February 1, 2019. For auditing purposes, regional centers must maintain supporting documentation for a minimum of three years.

If you have any questions about the survey, please contact Maria Pena, Assistant Chief, Regional Center Operations Section, at (916) 654-2205.

Sincerely,

*Original signed by*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

Enclosures

cc: Association of Regional Center Agencies  
Regional Center Administrators  
Regional Center Chief Counselors

**“Building Partnerships, Supporting Choices”**

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



September 13, 2018

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: INSTRUCTIONS FOR REQUESTING HEALTH AND SAFETY WAIVER  
EXEMPTIONS

This letter supersedes the January 6, 2017, correspondence sent to regional center Executive Directors, which provided instructions for submitting Health and Safety (H&S) Waiver Exemption requests to the Department of Developmental Services (Department). Welfare & Institutions (W&I) Code sections 4681.6, 4648.4(b), 4681.5, 4684.55, 4689.8, 4691.6 and 4691.9 authorize the Department to approve exemptions to rate freezes for the purpose of mitigating risks to consumer health and safety.

Budget Trailer Bill, Assembly Bill 107 (Chapter 18, Statutes of 2017), required the Department to convene a stakeholder workgroup to consider simplified processes for providers seeking H&S rate adjustments. The Department conducted stakeholder meetings in Northern and Southern California that consisted of representatives, as specified in the Budget Trailer Bill. These stakeholder meetings provided the Department with valuable input and recommendations for improving and streamlining the H&S waiver exemption process, including the development of a standardized waiver request template for use by regional centers and service providers.

In response to the recommendation for a standardized waiver request template, the Department will be utilizing a new template format. Instructions for the template are included as Enclosure 1. The template is Enclosure 2. Understanding that this is a new tool and adjustments may be needed, the Department encourages regional centers and vendors to provide input and recommendations for improvement, within 90 days from the date on this letter.

The purpose of this correspondence is to provide a detailed description of the information the Department must receive to consider an exemption request in the timeliest manner possible. The following documentation must be submitted to the Department:

**“Building Partnerships, Supporting Choices”**

- Completed H&S Waiver Request Template;
- A copy of the vendor's original request to the regional center;
- A detailed description of existing services and why those services are inadequate to mitigate specific risks to the health and safety; and,
- A complete and accurate written request signed by the regional center Executive Director that justifies the need for a rate increase to protect the consumer(s) health or safety. The regional center must thoroughly review financial information provided by a vendor, to support the request, prior to submitting to the Department.

The following should be noted when preparing H&S Waiver Exemption requests:

- Regional centers must thoroughly examine each consumer's needs, prior to submitting a request, to ensure that risks to the consumer's health and safety exist and cannot be mitigated in any other way.
- Regional centers must thoroughly review vendors' requests for enhanced rates before submitting them to the Department. Prior to submitting a request, the regional center must consider alternative services, including staffing augmentation specific to risk mitigation for a consumer, or group of consumers, that might be provided through another vendor or under another service option. If alternative vendors or services are available and are consistent with the particular needs of the consumer and family, as identified in the Individual Program Plan, and consistent with W&I Code section 4648(a)(6), regional centers should choose this plan of action in lieu of pursuing a H&S.
- While the Department recognizes the challenges the provider may be facing, the H&S waiver exemption process is not a mechanism for making a provider's business viable. Requests must be directly linked to the health and safety of the consumers receiving services and the Department cannot approve requests that fail to establish this basis.

- The Department does not require a separate request letter for each consumer when the same vendor serves and the request applies to multiple consumers; instead, a regional center seeking a waiver for more than one consumer with a uniform enhanced rate should submit one request and include information about each consumer.
- The Department is not obligated to issue approvals for retroactive effective dates; therefore, regional centers are encouraged to submit requests as soon as possible after the need becomes known. Submission by email is required.
- Requests must be submitted to the Department no later than 30 days after the regional center receives the request from the provider. If the regional center does not have all necessary information for the H&S request within 30 days, the regional center must notify the Department of the missing information and the expected date the information will be received by the regional center from the provider.

#### Approval of a Health and Safety Waiver prior to service delivery

The Department will accept and approve H&S Waiver requests prior to an individual receiving the service to enable the service provider to establish the identified service and/or staffing to support the needs of the individual. The regional center shall submit the request as soon as the need is identified, but no less than 15 days prior to the date when the individual will begin receiving the service, unless it is an emergency. Once submitted, the Department will review the request and respond to the regional center within five working days.

Following are examples of situations that may require the type of review and approval described above:

- Transition from a developmental center to the community;
- Transition from an Institution for Mental Diseases (or other facility ineligible for Federal Financial Participation) to the community; and,
- Transition from an out-of-state placement back to California.



### Expedited Exemption Requests

The Department will expedite its review of an exemption request when there is an immediate need to increase the rate of a service to mitigate risk to a consumer's health or safety. Regional centers should contact the Department to discuss these situations as soon as they become aware that a health and safety exemption may be needed to accommodate a consumer's transition to the community, or to prevent admission to a more restrictive setting, or to prevent the loss of services and supports when no other alternative service option is available. Once submitted, the Department will review the request and respond to the regional center within five working days.

Following are examples of situations that may require an expedited exemption request for an individual:

- Risk of admission to a state-operated acute setting;
- Risk of admission to an Institution for Mental Diseases (or other facility ineligible for Federal Financial Participation);
- Risk of an out-of-state placement;
- Risk of admission to a more restrictive setting due to a crisis situation, such as admission to a Mental Health Psychiatric Hospital; or,
- A situation in which, absent a rate increase, a vendor cannot serve an individual and either the consumer's or others' health or safety will most likely be at risk.

### Provisional Rates

- When the individual's community service needs or the costs associated with providing services in an existing or new service setting are not completely known, a provisional rate may be established.
- The regional center may not have access to all of the information required by the H&S Waiver Request Template, thus the Department will work with the regional center to establish a provisional rate to expedite the approval of a health and safety exemption and to facilitate transition to the new living arrangement.

Regional Center Executive Directors  
September 13, 2018  
Page five

- If the Department grants an exemption approval with a provisional rate and a permanent rate is established later, if the provisional rate was higher than the permanent rate, the service provider will not be required to repay the difference between the provisional and permanent rates.

All H&S waiver exemption requests should be sent to: [RCBhealthandsafety@dds.ca.gov](mailto:RCBhealthandsafety@dds.ca.gov) and [brian.winfield@dds.ca.gov](mailto:brian.winfield@dds.ca.gov). The Department will acknowledge receipt of each H&S exemption request via email. It is the regional center's responsibility to monitor the necessity for increases in rates on an ongoing basis, based upon the services and supports required by the consumers in question, and to notify the Department if the need for the exemption changes.

If you have any questions regarding these guidelines, please contact Rapone Anderson, Regional Center Branch Manager, at (916) 654-3722, or by email, at [rapone.anderson@dds.ca.gov](mailto:rapone.anderson@dds.ca.gov).

Sincerely,

*Original signed by*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

Enclosures

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Regional Center Community Services Directors  
Association of Regional Center Agencies  
Rapone Anderson, Department of Developmental Services

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



October 22, 2018

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: PERSONNEL AND ADMINISTRATIVE SERVICES REPORT

Welfare & Institutions (W&I) Code section 4639.5 (Enclosure A) requires regional centers to provide the Department of Developmental Services (Department) a complete and current salary schedule for all personnel classifications used by the regional center. In addition, regional centers are required to report expenditures from the regional center operations budget for all administrative services, except for maintenance, repair, or purchase of equipment or property. This information is to be reported by regional centers in a format prescribed by the Department and will be made available to the public upon request. To respond to the requirements of W&I Code section 4639.5, the Department has prepared the enclosed Report on Personnel Classifications (Enclosure B) and Administrative Expenditures Survey (Enclosure C) for you to complete and submit to the Department **by December 1, 2018**.

Article IV, section 5 of the regional center contract (Enclosure D) requires regional centers to report to the Department when providing information pursuant to W&I Code section 4639.5, specific information regarding the Executive Director's current annual compensation. This information is to be provided in a format with instructions agreed to by the Department and regional centers. The enclosed form (Enclosure E) was developed by the Department, in collaboration with the Association of Regional Center Agencies' Contract Negotiating Committee. Please complete this form based on your calendar year 2018 compensation and submit it to the Department **by January 31, 2019**.

Additionally, please submit to the Department **by January 31, 2019**, a copy of your employment contract, if it was amended or newly executed from January 1, 2018, to December 31, 2018. Article IV, section 5 of the regional center contract states, "In accordance with W&I Code section 4640.6(k), Contractor shall make available to the public for review, all employment contracts with regional center staff or contractors (entered into on or after January 1, 2003) upon request."

**"Building Partnerships, Supporting Choices"**

Regional Center Executive Directors  
October 22, 2018  
Page two

Please email all documents to:

Maxine Milam, Assistant Chief  
Regional Center Operations Section  
[maxine.milam@dds.ca.gov](mailto:maxine.milam@dds.ca.gov)

Please note, W&I Code section 4629.5 (Enclosure F), requires each regional center to include on its internet website, as expeditiously as possible, reports required by W&I Code section 4639.5.

Your timely and complete response to this survey is appreciated. If you have any questions, please contact Maxine Milam, Assistant Chief, Regional Center Operations Section, at (916) 654-2177.

Sincerely,

*Original signed by*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

Enclosures

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Association of Regional Center Agencies

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



October 31, 2018

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: HOME AND COMMUNITY-BASED SERVICES REGULATIONS –  
PROVIDER FUNDING FOR COMPLIANCE ACTIVITIES

In January 2014, the federal Centers for Medicare and Medicaid Services issued final regulations, or rules, for Home and Community-Based Services (HCBS). The rules require that HCBS programs funded through Medicaid (called Medi-Cal in California) provide individuals with disabilities full access to the benefits of community living and offer services and supports in settings that are integrated in the community. This could include opportunities to seek employment in competitive and integrated settings, control personal resources, and engage in the community to the same degree as individuals who do not receive regional center services. The HCBS rules focus on the nature and quality of individuals' experiences and not just the settings where the services are delivered.

In recognition that some service providers need to take steps towards modifying their services to come into compliance with the HCBS rules by March 2022, the 2018 Budget Act (SB 840, Chapter 29, Budget Act 2018) contains \$15 million to fund necessary changes. Enclosed is the Department of Developmental Services' (Department) Fiscal Year 2018-19 HCBS Provider Compliance Funding Guidelines for regional centers and service providers who wish to apply for funding. The Department will post this letter and the Guidelines on its website. Regional centers should share the Guidelines with its service providers and community.

The Department will hold two, one-hour webinars to review the funding application process and answer questions. The webinars will be held on Thursday, November 15, 2018, from 3:30 p.m. – 4:30 p.m. and Monday, November 26, 2018, from 11:00 a.m. – 12:00 p.m.

To register for any of the above webinars, follow the instructions found at [www.dds.ca.gov/HCBS](http://www.dds.ca.gov/HCBS).

**“Building Partnerships, Supporting Choices”**

Regional Center Executive Directors  
October 31, 2018  
Page two

We look forward to collectively working through this process as we move towards meeting the HCBS rules. Please direct any questions regarding this letter to [HCBSregs@dds.ca.gov](mailto:HCBSregs@dds.ca.gov).

Sincerely,

*Original signed by:*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

Enclosure

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Regional Center Community Services Directors  
Regional Center HCBS Program Evaluators  
Association of Regional Center Agencies  
Nancy Bargmann, Department of Developmental Services  
John Doyle, Department of Developmental Services  
Jim Knight, Department of Developmental Services

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



November 1, 2018

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: NEW INTENSIVE TRANSITION SERVICES FOR INDIVIDUALS  
TRANSITIONING FROM INSTITUTIONS FOR MENTAL DISEASES  
INTO ALTERNATIVE COMMUNITY SETTINGS

The purpose of this correspondence is to inform regional centers about a new service available to support individuals transitioning from Institutions for Mental Diseases (IMD) to alternative community placements. The Department of Developmental Services (DDS) released its [\*Plan for Crisis and Other Safety Net Services\*](#) in May 2017, which included developing intensive transition services for individuals in IMDs or those at risk of admission to IMDs.

DDS convened a group of regional centers to develop this service option and as a result, collaborated with Alta California Regional Center (ACRC) and San Gabriel/Pomona Regional Center (SG/PRC) to post a joint Request for Proposal (RFP) in May 2018 to secure a qualified agency to provide the services. Merakey was selected as the statewide provider and they have established offices in Northern and Southern California. Merakey is one of the largest community-based, non-profit education and human services organizations in the country. They have been serving individuals with intellectual disabilities and co-occurring mental illness and supporting the transition of individuals from mental health hospitals since the late 1980s.

The scope of intensive transition services includes, but is not limited to, conducting risk assessments, providing intensive preparatory services to individuals and their Interdisciplinary Team (IDT), training and evaluation pre-transition and during transition, as identified in the Individual Program Plan (IPP), and training families and community-based service providers, as appropriate. Please see the enclosed brochure for additional details. Funds for this project were allocated to ACRC and SG/PRC and will cover the start-up and development of the Intensive Transition Service, as well as the initial provision of services. Plans are underway to determine which service code(s) will be used for this service after the initial allocation is exhausted. This information will be shared in a future communication.

**“Building Partnerships, Supporting Choices”**

Regional Center Executive Directors  
November 1, 2018  
Page two

If, through the IDT process, it is decided that intensive transition services are appropriate, the regional center should contact either ACRC or SG/PRC as indicated below regarding the referral process. All referral packets will be reviewed and prioritized by ACRC or SG/PRC and DDS before referrals are sent to Merakey. Upon acceptance of a referral, Merakey's Program Director will contact the referring regional center within three business days to arrange a meeting with the individual and their team.

Contact for Alta California Regional Center  
Deveon Remaker at [dremaker@altaregional.org](mailto:dremaker@altaregional.org) or (916) 978-6303

- Alta California Regional Center
- Central Valley Regional Center
- Far Northern Regional Center
- Golden Gate Regional Center
- North Bay Regional Center
- Redwood Coast Regional Center
- Regional Center of the East Bay
- San Andreas Regional Center
- Valley Mountain Regional Center

Contact for San Gabriel/Pomona Regional Center  
Maria Vargas at [mvgargas@sgprc.org](mailto:mvgargas@sgprc.org) or (909) 764-5479

- Eastern Los Angeles Regional Center
- Frank D. Lanterman Regional Center
- Harbor Regional Center
- Inland Regional Center
- Kern Regional Center
- North Los Angeles County Regional Center
- Regional Center of Orange County
- San Diego Regional Center
- San Gabriel/Pomona Regional Center
- South Central Los Angeles Regional Center
- Tri-Counties Regional Center
- Westside Regional Center



Regional Center Executive Directors  
November 1, 2018  
Page three

If you have any questions regarding this letter, please contact Dr. LeeAnn Christian, Safety Net Program Manager, at (916) 653-3208, or by email at, [leeann.christian@dds.ca.gov](mailto:leeann.christian@dds.ca.gov).

Sincerely,

*Original signed by:*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

Enclosure

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Regional Center Community Services Directors  
Association of Regional Center Agencies

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
 SACRAMENTO, CA 95814  
 TTY (916) 654-2054 (For the Hearing Impaired)  
 (916) 654-1958



November 20, 2018

Tony Anderson, Executive Director  
 Tom Bowe, Board President  
 Valley Mountain Regional Center  
 P.O. Box 692290  
 Stockton, CA 95269-2290

Dear Mr. Anderson and Mr. Bowe:

Thank you for completing and submitting the 2018 Board Composition Survey issued by the Department of Developmental Services (Department), pursuant to Welfare & Institutions (W&I) Code section 4622.5. You submitted your completed survey to the Department on July 25, 2018, and staff reviewed the information you provided.

Based on our review, it appears your board's composition is in compliance with the requirements contained in W&I Code section 4622.

The chart below reflects 2018 board composition data for your regional center.

<b>RC VMRC</b>	<b>Race</b>	<b>Population (2015 ACS Data)</b>	<b>Percent (2015 ACS Data)</b>	<b>Board Members</b>	<b>Percent</b>
Catchment Area Population 1,371,762  Seated Members=20  Full Board=21	White	589,408	43.0%	9	45%
	Hispanic/Latino	530,145	38.6%	8	40%
	Black/African American	62,553	4.6%	-	-
	American Indian/Alaskan Native	6,745	.5%	-	-
	Asian	131,743	9.6%	2	10%
	Pacific Islander	7,488	.5%	-	-
	Other members	43,680	3.2%	1	5%

\*2015 American Community Survey (ACS)

**“Building Partnerships, Supporting Choices”**

Tony Anderson, Executive Director  
Tom Bowe, Board President  
November 20, 2018  
Page two

If you have any questions regarding this correspondence, please contact Allan Smith, Regional Center Operations Section, at (916) 654-3668, or by email at [allan.smith@dds.ca.gov](mailto:allan.smith@dds.ca.gov). Thank you for your continued cooperation.

Sincerely,

*Original signed by*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

cc: Amy Westling, Association of Regional Center Agencies

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-9  
SACRAMENTO, CA 95814  
TTY (916) 654-2054 (For the Hearing Impaired)  
(916) 654-1958



October 23, 2018

Tony Anderson, Executive Director  
Valley Mountain Regional Center  
P.O. Box 692290  
Stockton, CA 95269-2290

Dear Mr. Anderson:

The Department of Developmental Services (Department) is in receipt of Valley Mountain Regional Center's (VMRC) caseload ratio plan of correction letter dated August 21, 2018. This letter indicates that VMRC's plan was developed in accordance with Welfare & Institutions Code section 4640.6, and was presented at a public meeting on August 13, 2018, and August 20, 2018. VMRC's plan is approved as submitted. Please notify the Department of any changes in VMRC's plan.

If you have any questions regarding this correspondence, please contact Rapone Anderson, Regional Center Branch Manager, at (916) 654-3722, or by email, at [rapone.anderson@dds.ca.gov](mailto:rapone.anderson@dds.ca.gov).

Sincerely,

*Original signed by*

BRIAN WINFIELD  
Deputy Director  
Community Services Division

cc: Tom Bowe, Board President  
Valley Mountain Regional Center, Inc.

Amy Westling, Executive Director  
Association of Regional Center Agencies

**“Building Partnerships, Supporting Choices”**