

## Meeting Minutes

Monday, November 23<sup>rd</sup>, 2020 at 10am  
Via Zoom

1. **Welcome and Introductions**
  - Meeting called to order at 10:00 am.
2. **Approval of Meeting Minutes**
  - October minutes were approved 1<sup>st</sup> Marisol Moreno by 2<sup>nd</sup> by Connie Uychutin
3. **Announcements/ Action Items**
  - Jamie M. Bossuat, Employment Lawyer- Employment Law updates for 2021 Presentation- see attached slides for more details.
  - Poll was taken to approve the use of \$1000 CLASP Funds to purchase toilet paper & cleaning products for CLASP members – 93% approved to pass it- Diana will move forward with purchase.
4. **Treasurer's Report**
  - Marisol Moreno reported there is \$11836.26 in the CLASP account.
5. **Membership Report**
  - CLASP is currently up to 80 paid members.
6. **VMRC Reports & ED Report**
  - Cindy:
    - i. Disparity grant proposal will be sent to DDS in December, this helps with community outreach efforts.
    - ii. DDS sent out a survey, please have consumers and families fill out.
    - iii. Have had several donation efforts that VMRC staff have been involved in, Stockton Transition team held a clothing drive, delivered 65 thanksgiving dinners to consumers, food bags continue to be delivered, donations of women's hygiene items were collected and donated to the women's center.
    - iv. Toy drive being held on 12/13 for the consumers in Modesto.
    - v. Working with UOP to work on Medicare part D enrollments, to ensure plans are the best fit for the consumers.
    - vi. Due to COVID the Patch authorizations for care homes have been extended, also extended respite and in-home day care.
    - vii. End of Life planning workshops for staff will be held in December to prepare staff for new requirements.
    - viii. 6 new SC's started in November
    - ix. DDS has developed a vaccination task force to assist with distribution once vaccines become available.
  - Brian:
    - i. Held interviews for EBSH Homes, had good candidates, decision will be made soon.
    - ii. Property for Crisis Home for children was approved by DDS, now in escrow.
    - iii. VMRC must submit a CPP Plan for the 2021 year by 12/1/20, posted projects on the website.
    - iv. VMRC hosted a Zoom meeting for RSP's in Mountain counties to discuss COVID policies and visitor policies due to increase in numbers.
    - v. In process of developing a QA investigation policy regarding how interviews with consumers are held, will be working with SAC 6.
    - vi. HCBS Coordinator, Tumboura Hill resigned, all questions should now be directed to Brian until a replacement is found.
  - Enos:
    - i. Things are quiet going into holidays, encouraging consumers to update their resumes. If need help, contact Enos for a template.
  - Doug:
    - i. PPE Distribution will be ongoing, have done 21 so far this year.

- ii. If need PPE for Mountain Counties, reach out to Karyn, if in Turlock area, reach out to Chris as leftover items are stored at their facilities.
- iii. Health Advisory continues to come out each Friday, make sure to read it for latest information.
- iv. Received approval to hold a virtual celebration of life for Wilma on 12/1/20.
- Tony:
  - i. State Directors met, COVID restrictions being put in place across the country.
  - ii. Had corporate leaders there to discuss logistics of handling emergencies, had great information.
  - iii. Watching the budget closely from the Governor's office, looking better than expected. Still waiting to see what numbers will be in January.
  - iv. Large effort going on to ensure that vaccine gets to DSP's and consumers as a top priority.
  - v. Testing resources for COVID are out there, the state is looking at ways to streamline and expedite process.

## 7. **CLASP Representative Reports**

- **VMRC Board - Elizabeth Knapp**
  - i. Last board meeting was held via zoom on 10/19/20 at 6pm.
  - ii. Next VMRC Board Meeting: Dec 21st 6pm Meeting ID: 912 6700 7341; Passcode 108771
  - iii. Or by internet: <https://zoom.us/j/91267007341?pwd=MFIxckFnQ1hRbFF1VUk3b3ZrdTRIUT09>
- **Finance and Personnel - Connie Uychutin**
  - i. YTD at 25% completed of the \$228 million. Popwell fund is at \$18846.91, \$4000 of which will be used for the Thanksgiving food deliveries.
  - ii. See website for full report.
- **Consumer Services - Daime Hoornaert**
  - i. Staff reported on most of the items, see website for full report.
- **Legislation - Candice Bright**
  - i. No official report see website for new information.
- **Nominating- Daime Hoornaert**
  - i. All spots are full.
- **By-Laws- Rita Redondo**
  - i. No updates
- **Social Media- Elizabeth Knapp**
  - i. CLASP has a public page in FB & IG, if you want to post something there, send to Elizabeth via email: [lizknapp@kbcs.co](mailto:lizknapp@kbcs.co)
    - 1. Instagram: @CLASP.VMRC
    - 2. Facebook: <https://www.facebook.com/CLASP.VMRC> and
    - 3. Our private member group: "CLASP - VMRC (MEMBER GROUP)" - <https://www.facebook.com/groups/2310077552557091> When joining our private member group, please be sure to answer the membership questions to be approved into the group.
- **Choices – Ignacio Chavez**
  - i. No updates, will be meeting in January to go forward.
- **Provider Conference - Candice Bright**
  - i. CEU certificates will be sent out as soon as possible, make sure to complete the survey that was sent.
- **Social Media/Special Events- Liz Knapp**
  - i. Follow CLASP on Facebook and Instagram.
  - ii. Continuing to post Vendor spotlights on social media, if you want to share photos, send to Liz.
- **Residential Home Workgroup- Marni Dick**
  - i. Need staff! Please refer people to Marni at [marnijd@sbcglobal.net](mailto:marnijd@sbcglobal.net)

- ii. Met once over the last month.
- iii. Trying to find how to test everyone, in need of NPI number.
- iv. Staffing issues continue, hiring and keeping staff is difficult. Send people their way if you know of anyone that needs a position.
- v. Since numbers are rising, it is getting hard to find supplies again.
- vi. Brian to send out letter again to allow for buying more than one item at a time.
- **Day Program Workgroup- Sonya Fox-Watson**
  - i. Met once, if you want to join the group, let Chris know to add you to the email list, cmartin@ucpstan.org.
  - ii. Discussed reopening and high-risk list.
  - iii. Next meeting 1/6/20 at 8 am.
  - iv. Would like to hear from RSP's on how they think Alternative Services are going. Will invite them to next meeting to get feedback. Having issues with consistency and reliability.
- 8. **State Council on Developmental Disabilities/North Valley Hills Office Report- Dena Hernandez**
  - i. PPE distributions will be announced for December soon.
  - ii. SAC 6 will continue Friday Zoom chats, final list of speakers will be sent out soon.
- 9. **Items for discussion**
  - Rates for Non-Residential Services- not in yet
  - Restricted Health Conditions Policy Update- No new updates, but info is available, contact Cindy with questions.
  - Welcome Marni Dick as CLASP Vice President
- 10. **Unmet needs-**
  - None
- 11. **Old business-**
  - None
- 12. **Closed Session-** NO CLOSED SESSION today

**Adjournment at 12:00 pm- Next meeting: – December 28<sup>th</sup> @ 10 am via Zoom**