

**Alliance of Service Providers (ASP)**  
Meeting Notes for October 31, 2016

Present: Sheila Keys, Cindy Claus-John, Kim Nash, Jerry Freitas (RCRC) Pam Jensen (UVAH), Dawn Morley (State Council, North Coast Office), Jaison Chand (City Ambulance), Ilene Dumont (People Services), Joanne Holliday (Community Catalyst California), Jeff Pockett (Reaching for Independence) H. S. (Parent Vendor), Lea Montgomery (Families United), Catherine Clark (Community Employment Links), Enrique Ulloa, Rebecca Bailey (CBEM-Creating Behavioral and Educational Momentum)

**Agency Updates**

Community Catalyst California – They are getting a new mini-van with assistance from a board member who is affiliated with Enterprise Rent A Car. They are switching to a new payroll system. They currently have a timekeeping and a payroll system. The new one has both in one. They are in the process of getting staff trained in the new system.

Reaching for Independence They purchased a 10 passenger lift bus from Las Vegas bus sales. Two staff went to the Supported Life conference.

Families United – They are still growing and getting referrals. 10% of the purchase of service authorizations are pending. This means that families have not used the service. Prior to getting services Families United staff visit the homes and meet with the families. Sometimes families do not respond to requests to set up a meeting time. 30% of families are not getting services or not getting all their authorized services. This may be due to staffing shortages or lower utilization by families. Lea is getting good utilization by Hispanic families. She has learned that once she got 1-2 families involved others were more likely to use the service. Lea reported that the Redwood Games were great again this year.

City Ambulance – They purchased three more new vans. They have significantly shortened routes to reduce ride times. They are still short 13 total drivers to be at full staffing and will continue to shorten routes as they hire drivers.

Community Employment Links- Catherine is the lead staff person. She went to the Supported Living Conference and learned about internship funding and Cal ABLE (California Achieving a Better Life Experience). This will enable individuals with disabilities to have savings accounts that they can use for specified purposes.

CBEM-They are looking to hire people in the Ukiah area to provide crisis intervention/prevention and behavior management services. Their services are sometimes used as a bridge between services and during times of transition.

Parent Vendor- Holly asked folks to look at the RedwoodCoastVillage.org website so that we could have an informed discussion at a later date. She is concerned that they are not allowing people with a cognitive impairment to become members, especially if they are conserved.

People Services – They have completed their budgets and give wage increases to staff which has increased morale and helped somewhat in the ongoing recruitment process. They won \$270 for winning the Bike Rest Stop Challenge again this year. They are updating their website. People Services submitted 5 requests to DDS to reach CMS compliance standards. They asked for job developer funds and money for clients to access the community. The Department of Rehabilitation completed a career counseling and information and referral session with clients in their 2 day programs. They had a successful Halloween party and this year the drivers had the dreaded role of being judges for the costume contest. They purchased two new vans.

State Council-North Coast Office – Dawn shared that In Case of Emergency cards are still available from the north coast office of the state council. If there is a large group or event, the council may be able to bring the camera to the location. The League of Women Voters has issued a non-partisan voter guide that people may find helpful.

UVAH- Four staff went to the Supported Life Conference. UVAH is now paying for staff to access Open Future Learning. This is an online training platform that has excellent trainers and modules that staff and clients can watch side by side. Pam is working on securing some flat screen smart TV's for this purpose. UVAH has two new tools to improve staff awareness of safety. One is to ask staff to write down 4 people who would be impacted if they become ill or injured at work. Then remind staff periodically to "remember your 4" during the work. It lets staff know we care about them and the people in their lives that they are important to. The other tool is to ask staff what would make their job safer. This has generated some great ideas that the agency can implement. It also highlights other issues outside of our control that we can advocate for such as getting clients' wheelchairs repaired, having more cut curbs, lighted street crossings, and more cross walks at shopping centers. As we get in the community more often accessibility issues are noticed more. UVAH's board of directors had a presentation by Mentor who is looking for more families/individuals to share their homes with individuals with developmental disabilities. New performance objectives to improve what is working for employees, the agency and

persons served have been identified. Audit report has been completing and is waiting for board acceptance. Two men served by UVAH are still homeless and living in motels. It has been 9 months now. Pam attended Mike McGuire's home town meeting on homelessness. UVAH will be giving staff gift card for Thanksgiving.

### **RCRC Report**

In addition to the items in Clay's board report Kim Nash reported on the following. ASP meeting notes are being posted on the RCRC website. RCRC received approximately 50 funding requests to come into compliance with CMS. On Oct. 1, the Department of Rehabilitation started the career counseling and information and referral services training for individuals who are employed under sub-minimum wage certificates as required under the Workforce Investment and Opportunity Act.

#### **4. Procedures to obtain competitive integrate employment incentive payments**

Part-time work is defined by what is written in the client's I.P.P. Service providers' must have assisting people to obtain competitive integrated employment in their service design. RCRC has designed a template to assist services providers who want to add this component. Providers need to submit proof of the client's community employment to the Service Coordinator. Examples of proof include a pay stub, time card or W-2.

Employees can be paid directly by the employer or by a community organization if the job is typically contracted out.

Individuals may work more than one part-time job and the providers can get incentive payments for all jobs. Payments are retroactive to July, 2016; \$1,000 for 30 days, \$1,250 for 6 months and \$1,500 for 12 months.

#### **Procedure for Internships**

Workability does not qualify for a paid internship. Interns will be paid minimum wage retroactive to July 1, 2016. Micro enterprises, apprenticeships and any job that might lead to paid employment qualify. The person may earn up to \$1,400/year. One person could have multiple internships. State and county departments are required to hire people that do internships. Providers need to track the amount earned and the length of the internship.

#### **5. Update on the RCRC Executive director search an selection process**

Pam announced the members of the search and selection committee. Four candidates had phone interviews. Two of those people will be asked for second interviews on Nov. 13 and spend time shadowing with Clay.

## **6. Update on self-determination advisory committee**

The local committee has been meeting monthly and nearly has a brochure completed. The next statewide committee meeting is Oct. 27. See the DDS website for more information. The state will be respond to the questions submitted during the public review of the state's most recent plan before submitting it to the Centers for Medicare and Medicaid for approval. There are still some issues to be sorted out such as the state law making certain requirements that the federal waiver does not allow.

## **7. New Clients' Rights Advocate for Lake and Mendocino County**

Disability Rights California has assigned this area to David Weafer /Attorney. He will travel to all counties. David can be reached at [707-462-2462](tel:707-462-2462)/[800-390-7032](tel:800-390-7032)/[David.Weafer@disabilityrightsca.org](mailto:David.Weafer@disabilityrightsca.org). Pam said it would be nice if some notification to clients and providers when the clients rights advocates change. Dawn will see if he is available to introduce himself and make presentation about his services at the next ASP meeting.

## **Open Discussion**

One member requested that service coordinators get some internal training on the changes in the Workforce Investment and Opportunities Act and the new career counseling and information and referral services requirements. We were informed that a training for service coordinators had to be rescheduled. There will be a call in training on Nov. 9 from 6-7 p.m.

Next meeting is Wednesday, January 4, 2017 from 9:00 a.m. to 11 a.m.