

ELARC Vendor Advisory Committee Meeting Minutes March 26th, 2020

The VAC Meeting commenced at 10:00am via Go To Meeting/Conference line

I. Welcome and introductions

- A. Introductions skipped due to remote conference meeting format. Attendees were advised to email Teresa tcanpa@elarc.org Name and Company to record attendance in lieu of sign in sheet.

II. Community Comment

- i. No community comments.

III. Training: COVID-19 Update for the ELARC Community

Elizabeth Harrell, Manager – ELARC Community Services Department

- A. ELARC is open remotely. The building is closed to the public for the duration of the "Stay At Home" order.
- B. Staffing Residential Facilities
 - i. ELARC is working with the Association of Regional Center Agencies (ARCA) and DDS to gather information that relates to services.
 - ii. ELARC completed a survey on the staffing of residential facilities in the catchment area in preparation for surge capacity. There are efforts to set up quarantine sites for the general public, as well as accessing quarantine sites for Regional Center consumers/community and making sure these facilities would have enough staff available to accommodate the surge in admissions.
- C. State of Emergency Billing Act
 - i. DDS is allowing agencies to bill for absences. There is a special process in how to bill for absences that is on ELARC's website. Must be connected to COVID-19.
 - ii. FEMA funds may be available due to POTUS declaring COVID-19 a national emergency.
- D. Questions and Answers asked to Community Services
 - Q: Will E-Billing be used for State of Emergency Billing Act?

A: E-Billing will be continued to be used. All information is on E-Billing site.

Q: Can an SC stop or reduce an authorization because a family cancelled services due to COVID-19?

A: Any authorizations cancelled due to families canceling services will be looked into further.

Q: Can community based hours that are cancelled due to COVID-19 be billed and how will we document those hours?

A: There are specific directives that pertain to Community Based programs in the State of Emergency Billing Act.

Q: How long will vendors be allowed to bill for absences?

A: As long as State of Emergency is in place.

E. Jessica Barba, Community Services Supervisor is going to develop a FAQ document regarding COVID 19 for vendors that will be posted on the ELARC website. .

F. March 12th, new directive was sent out that stated:

- i. Early start in-person meetings being conducted electronically and remote services.
- ii. In person IPP meetings are waived, currently being conducted electronically/by phone.
- iii. Health and Safety exemption allowed Executive Directors at ELARC the authority to grant rate adjustments for Residential and Supplemental Services.

G. March 18th, new directive was sent out:

- i. Remote Services and alternate locations ó the requirement for delivery of services in a specific location were waived.
- ii. The department wants to support vendors that want to be creative with delivery of services.
- iii. Day programs must be provided in alignment with Federal, State, and local Public Health guidances.
- iv. Public Meeting requirements waived with exception of Regional Center Board meetings. As a result of directive, all Public meetings

held by ELARC have been either cancelled, postponed or adapted (meeting remotely).

v. DSP Training is on hold until June 30th 2020.

H. March 20th, new directive was sent out that stated:

- i. The Director of DDS is requiring ELARC to submit a request for approval for any consumer that will be moving to a residential facility.
- ii. Department of Social Services has established an expedited process for transferring background clearances from residential facility to another to assist licensed facilities in obtaining staff.

I. March 23rd, new directive was sent out that stated:

- i. Directed regional centers to advise facilities, consumers, and consumer families that visits to residential facilities were limited to individuals only to individuals that need entry.

J. March 25th, new directive was sent out that stated:

- i. Intake department can work remotely.
- ii. Presumptive eligibility allowed to enter consumers into the regional center system.
- iii. Waived Respite workers to have CPR and First Aid certifications prior to employment.
- iv. FCPP and AFPPfI program fees are waived retroactively effective March 2020.
- v. DDS has directed that regional centers and all providers to report an SIR for any of the following:
 1. A consumer had direct contact with a person tested positive with COVID-19.
 2. A consumer that is exhibiting COVID-19 like symptoms and has been tested for COVID-19.
 3. A consumer that has been recommended to be tested for COVID-19.
 4. A consumer that has tested positive for COVID-19.
 5. A consumer has exhibited COVID-19 symptoms and was instructed to quarantine.

**IV. HCBS Final Rule Series - Principles, Guidelines and Implementation Activities –
“What Everybody Ought to Know About the DDS Survey . . .” Maribel Garcia**

A. DDS has extended the Self-Assessment survey deadline to June 30th 2020.

- i. Email Community services to report any issues in regards to the Self-Assessment Survey communityservices@ELARC.org
- ii. If self-registering a survey, please do not use the same vendor number for a survey. ELARC is seeing duplicate surveys.

V. ELARC Consumer Advisory Committee update

Deferred, no update.

VI. Report from VAC Work Groups

A. Ethics

Deferred, no update.

B. Emergency Operations Planning

Telephonic meeting will be held, Roxy Ortiz will be sending our correspondence regarding the meeting.

C. Training

- i. Training Topics Scheduled:
 1. March 26th 2020: Liz Harrell COVID-19 updates
 2. TBD
- ii. VAC Training/Issue Agenda Topic Survey: Submit agenda training/issue topics that are meaningful and useful to you as a vendor on an ongoing basis.
<http://www.elarc.org/service-providers/vendor-advisory-committee>

D. Networking

- i. All meetings will be rescheduled to a different time.

E. Executive Committee Officers, Introductions

- i. Bryan Chacon is still interim Chair for the VAC group.
- ii. Special Election for the Chairperson position deferred until a qualified candidate is nominated. Interested parties can email Bryan Chacon at brchacon@maxhealth.com.

VII. Report on Board of Directors Meeting, March 10th 2020

VAC Vice Chair Ron Rozen attended for the group. Important highlights include:

- i) Elizabeth Harrell was introduced as the Community Services Manager.
- j) Gloria led a motion to vote on the future board.
- k) On Feb 18th 2020 the DDS task force to discuss service access and came up with guiding principles.

Meeting adjourned at 11:21am