

## **Vendor Advisory Committee Meeting Minutes January 28<sup>th</sup>, 2021**

The VAC Meeting commenced at 10:00am via video conference Go To Meeting by Chair Bryan Chacon

### **I. Welcome and introductions**

- A. Please email Eren Perez at [eperez@elarc.org](mailto:eperez@elarc.org) to mark participation in the meeting

### **II. Community Comments**

No community comments.

### **III. ELARC Consumer Advisory Committee Announcement: Topic & Contact**

Jesse Padilla was not in attendance. Liz Harrell provided updates for the group letting us know that the next meeting is 3/16/21. The CAC is in process of voting a new chair.

### **IV. COVID-19 Update**

Liz Harrell reminded the group that ELARC will continue to hold weekly check ins for providers on Fridays 1:30p – 2:30p.

- A. Directives website: [dds.ca.gov/corona-virus-information-and-resources/](https://dds.ca.gov/corona-virus-information-and-resources/)
  - i. Alternative Non-Residential Services directive – reach out to your community service liaison regarding any questions you have.
  - ii. Reporting is required for any provider of Alternative Services
  - iii. DDS put out a consumer and family survey on their website via survey monkey.
  - iv. Vaccination – DDS working on getting consumers and related individuals get access to prioritized vaccination.

### **V. Report from VAC Work Groups**

#### **A. Ethics**

- i. Ethics draft – Sent out to the group
- ii. VAC held a poll regarding the new Eastern Los Angeles Regional Center Vendor Advisory Committee (VAC) Code of Ethics and Business Conduct for Service Providers
- iii. The group passed the draft and will be present to the Board of Directors.

## **B. Emergency Operations Planning**

- i. Ron Rozen reviewed the process of Emergency Operations and support services for ELARC consumers.

## **C. Training**

- i. Liz and her team are working on a new survey link but can be expected for next meeting and a communication will be sent out to the VAC group.

## **D. Networking**

- i. New Membership recruitment
- ii. 13 individuals that previously signed up – Ron compiled 5 subcommittees from these individuals.
- iii. Outreach Opportunities – look into Tele-networking, Webinars, Zoom platforms.

## **E. Executive Committee**

- i. Election Meeting 2021- Executive Committee Officers
- ii. In April 2021, group needs a Nominating Subcommittee
- iii. VAC Leadership is proposing to change the nominations on September 2021 VAC meeting, instead of the previous 60 day policy.

Nominations

- iv. Bylaws update – still work in progress.

## **F. Legislative**

- i. No updates – Roxy will provide update at next meeting.

## **VI. Report on Board of Directors Meeting, Tuesday January 12<sup>th</sup> 2021**

Chair Bryan Chacon did attend meeting and Liz Harrell provided agenda updates to the VAC group:

**A.** Purchase of Service data report was posted on the ELARC website. The document shows all ELARCs expenditures based on various demographics for the consumer population. The goal is to achieve more equality in service delivery

**B.** Review of COVID-19 and the impact on DDS community. The data is posted on the DDS website.

**C.** Gloria Wong provided a budget update.

## **VII. HCBS Final Rule Series FORUM – Principles, Guidelines, and Implementation Activities – Lizette Villa**

**A.** Lizette presented a PowerPoint on the agenda topic

**B. Preparing for the Virtual On Site Assessment: What to Expect and How to Prepare**

VIII. **Upcoming service provider and leadership forums** (please check website for most updated information, due to current public health crisis, meetings may be held remotely):

**A. VLF (Vendor Leadership Forum)**

VLF is a briefing session 30 minutes before regularly scheduled VAC meeting to review the meeting agenda. Next meeting is February 25<sup>th</sup>, 2021 at 9:30am using gotomeeting, everyone welcome to attend. See

Go To Meeting invite below:

VLF Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/451159133>

You can also dial in using your phone.

United States (Toll Free): 1 877 568 4106

United States: +1 (312) 757-3129

Access Code: 451-159-133

**B. Emergency Operations Planning (EOP) Workgroup**

Meeting Schedule 11:30 AM to 12:30 PM: February 25<sup>th</sup>, May 27<sup>th</sup>, September 23<sup>rd</sup>. Vendors are strongly encouraged to attend.

**C. VAC Agenda Preparation Planning Meeting**

First Tuesday of every month from 1:00 – 2:30 pm. Next Meeting February 2<sup>th</sup> 2021. Everyone welcome to attend. See Go To Meeting invite below:

VAC Planning Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/351012645>

You can also dial in using your phone.

United States (Toll Free): 1 877 309 2073

United States: +1 (571) 317-3129

Access Code: 351-012-645

**D. Network Group Meeting**

Meeting Schedule 11:30am to 12:30pm in ELARC Boardroom: 2021  
TBD

### **E. Independent and Supported Living Forum**

Meeting Schedule: 11:30am – 12:30pm in ELARC Boardroom: April 22<sup>nd</sup>, July 22<sup>nd</sup>, September 18<sup>th</sup>

### **F. Employment Forum and Workgroup**

Employment Forum is the subcommittee meeting for all providers to discuss employment first philosophy and implementation.

2020 Meeting Schedule, 9:30 – 11:30 am in ELARC Boardroom - Alhambra:  
March 16<sup>th</sup>, Jun 15<sup>th</sup>, September 21<sup>st</sup> and December 14<sup>th</sup> 2021

### **G. Early Start Forum**

All meetings run 2pm – 4pm

- i. April 8<sup>th</sup> 2021
- ii. October 7<sup>th</sup>, 2021

Contact Dora Ramirez, Community Services Specialist at [dramirez@elarc.org](mailto:dramirez@elarc.org) to be added to the mailing list for details.