

Alta California Regional Center  
Executive Committee Meeting  
Monday, November 8, 2021  
Minutes

**Present:**

Rita Walker, President  
Yang Sun, Finance Comm. Chair  
Jackie Armstrong, Member-at-Large  
Carmen Aguilar, Member-at-Large

**Board Members:**

Johnny Deng  
Dan Lake  
Ron Mainini  
Kelly Pennington  
Michelle Ramirez  
Retha Seabron

**Facilitators:**

Amy Fulk

**Absent:** (\* excused)

Anwar Safvi\*, Vice President  
Michelle Rewerts\*, Secretary &  
ARCA-CAC Rep

**Visitors:**

Steve Andrews  
Maureen Fitzgerald

**Staff:**

Lori Banales, Executive Director  
Iqbal Ahmad, Chief Financial Officer  
John Decker, Director of Community  
Services  
Mechelle Johnson, Director of Client  
Services  
Lisa West, Executive Secretary

The Executive Committee met on Monday, November 8, 2021, at 5:14 p.m. by Webex/teleconference to discuss: 1) 2022 Performance Contract; 2) Approve Updated Resource Development Policy; and 3) Executive Director's Report.

**Without objection, Rita Walker made the motion to adopt the Executive Committee meeting minutes of October 12, 2021 as submitted.**

**1. 2022 Performance Contract**

- Ms. Banales shared that we are incorporating all of the feedback that we have received into the planned activities. The updated draft will be discussed at next week's Board meeting.
  - Ms. Johnson and Mr. Decker received feedback from the Provider Advisory Committee (PAC), as well as ACRC staff. This year, the PAC requested that each of their Standing Committees send in at least one idea.

**2. Approve Updated Resource Development Policy**

- Ms. Walker shared that the Board has a Resource Development Policy, which guides the agency on how to handle the Request for Proposal (RFP) process.
- Mr. Decker noted that multi-family housing development projects, under the Community Resource Development Plan (CRDP), do not align with the normal RFP process timeline.

- The Department of Developmental Services (DDS) has provided training to regional centers and confirmed that they are aware of this issue.
- For these projects, regional centers must only select an agency that they have worked with in the past.
- As required by the policy, staff will bring proposed multi-family projects to the Board for review prior to submitting to DDS.
- Mr. Decker clarified that the Board will still be responsible for approving contracts and RFPs for new CRDP single family home developments and crisis or therapeutic services.

**Without objection, Jackie Armstrong made the motion to recommend to the full Board the approval of the updated Resource Development Policy as presented.**

### **3. *Executive Director's Report***

- Ms. Banales shared that we continue to track positive COVID-19 cases for clients, direct support professionals (DSPs) and ACRC staff. Although the numbers are plateauing, another client passed away last week.
- The Pfizer vaccine is now available to children ages five to eleven. ACRC currently have 5,249 clients that fit this category; so far, two clients have received their first dose.
  - Staff will continue to provide up-to-date information to families so that they can make informed decisions.
  - On Wednesday, ACRC is hosting a booster/flu shot clinic for staff.
- With the mandate from the Public Health Order (PHO), regional center staff and service providers are specifically required to be fully vaccinated by November 30<sup>th</sup>. ACRC employees have a high vaccination rate – 94%+.
  - Some employees have requested exemptions and Ms. Banales has approved them with strict accommodations in place (testing twice a week, wearing N95 masks at all times, etc.).
  - The federal government is requiring businesses to hold staff's information onsite. ACRC has all of our systems in place.
- The Auditors of the State of California has extended an invitation to ACRC. The Joint Legislative Audit Committee (JLAC) will begin their audit tomorrow. Ms. Banales noted that their scope of work duplicates areas that we have already been audited on. Nevertheless, we will be opening our charts and files. This is just one more thing that is going to take up staff's time.
- Because clients/families requested access to technology, ACRC reached out to DDS and received funding for this service. Through an RFP that was sent out last year under of our CRDP, ACRC identified and awarded Hour Miracles with the contract. They are running these services similar to Independent Living Services (ILS) services and are offering laptop and tablet rentals, delivery and set-up services, 1-on-1 Tech Support and Data Security.
  - The flyer will be shared with Board members.

- Mr. Decker noted that Hour Miracles is currently building their online presence.

The next Executive Committee meeting is scheduled for **Monday, January 10, 2022**.  
The meeting adjourned at 5:45 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Lori Banales