

Alta California Regional Center  
Executive Committee Meeting  
Monday, July 12, 2021  
Minutes

**Present:**

Rita Walker, President  
Anwar Safvi, Vice President  
Michelle Rewerts, Secretary &  
ARCA-CAC Rep  
Yang Sun, Finance Comm. Chair  
Carmen Aguilar, Member-at-Large  
Jackie Armstrong, Member-at-Large

**Board Members:**

Ron Mainini  
Kelly Pennington  
Steven Sanchez

**Facilitators:**

Amy Fulk

**Visitors:**

Steve Andrews  
Maureen Fitzgerald

**Staff:**

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

The Executive Committee met on Monday, July 12, 2021, at 5:05 p.m. by Webex/teleconference to discuss: 1) Annual Conflict of Interest Forms; 2) Committee Assignments; 3) Dashboard Indicators Presentation; and 4) Executive Director's Report.

**Without objection, Rita Walker made the motion to adopt the Executive Committee meeting minutes of June 14, 2021 as submitted.**

**1. Annual Conflict of Interest Forms**

- Ms. Walker shared that every July, Board members must complete the Department of Developmental Services' (DDS') conflict of interest reporting statement. It is important to note on the form if you have a conflict, which includes if you or your family member(s) are employed by any of ACRC's service providers. Conflicts need to be disclosed and mitigation plans can be drafted.
  - The Lanterman Act states that the Provider Advisory Committee (PAC) designated representative to the Board has an inherent conflict.

**2. Committee Assignments**

- Some Board members have indicated their committee preference to Ms. Walker already, but please contact her prior to the July 22<sup>nd</sup> Board meeting so that the committee assignments for this fiscal year (FY) can be finalized.

**3. Dashboard Indicators Presentation**

- Ms. Banales shared that ACRC's dashboard is used to make decisions based on data; it helps guide conversations. She provided an in-depth overview of the "Dashboard Indicators for the Quarter Ending June 30, 2021", which includes:
  - Intake Timelines

- Caseload Ratios
- Finance
- Case Management
- Special Incident Reporting (SIR)
- Client Demographics (which contains: number, diagnosis, age range, gender, ethnicity, residence type, by county, language and services purchased)
  - ACRC staff will add data related to the Self-Determination Program (SDP) to upcoming dashboards.

4. ***Executive Director's Report***

- Over this last week, ACRC has had nine clients test positive for COVID-19. Some of these clients have been vaccinated and they are asymptomatic. One client passed away yesterday and another one is in grave condition. Another client is improving but still critical. We also have eight direct support professionals (DSPs) who have tested positive.
  - Ms. Banales stressed that we have to continue to have the conversations about the importance of vaccinations. ACRC will continue to provide the linkages for those who are interested to get vaccinated. Some may have the opportunity to receive in-home vaccinations.
  - In discussions with the PAC, Ms. Banales requested that Mr. Decker draft a letter that service coordinators (SCs) and service providers can use to assist clients with their choice. We must continue to respect choice, but we must make sure that clients/families have all of the necessary information to make informed decisions.

5. ***Closed Session*** – at 5:56 p.m. the Executive Committee adjourned to executive session in order to discuss personnel issues.

6. ***Announcement of Closed Meeting Discussion*** – at 6:11 p.m. the Executive Committee reconvened in open session following a closed session in which personnel issues were discussed.

The next Executive Committee meeting is scheduled for **Monday, September 13, 2021**. The meeting adjourned at 6:11 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Lori Banales