

**Vendor Advisory Committee
North Bay Regional Center
Minutes 12-7-04**

VAC Members Present: Louis Chiofalo, SDS; Carol Fremault, CPA; Mick Woodson, ARC Solano; David Mauger, Christopher House; Stan Higgins, Oaks of Hebron; Lance Parker, On Our Own; Cami Weaver, BI

VAC Members Absent: Beth Atton, NVSS; Nick Boyette, OADS; Don Morgan, BAFS; Phyllis Peterson, Philhaven

Guests: Nancy Gardner, NBRC; Jaynette Underhill, Dungarvin; Carolyn Thompson, Pace Solano; Laura Cepoi, NBRC; Karen Lustig, Aldea SLS; Nary Callison, Community Access Plus; Donna Feingold, Moving Forward; Edith Thomas Connections for Life.

- 1. Introductions and Acceptance of the Minutes:** VAC Minutes of 10-26-04 should reflect that Mick Woodson was in attendance.
- 2. Agenda Changes or Additions:** None.
- 3. Group Reports and/or Clarifications:**

A) Best Practices Training Update – Carol F.

There will be a January training about basic nursing and health care. The February training will be about pharmaceuticals. And there will be an Autism Conference April 22. For more information on any of the above please see Carol Fremault, CPA.

There was discussion about the development of a training manual specific to Autism.

There was mention that Sonoma State now offers a class specific to Autism.

Louis Chiofalo expressed appreciation for Best Practices.

There was general discussion of how to raise funds to develop the Autism training material, including accepting donations at future training conferences.

B) Sonoma Vendor Group – Stan Higgins

There was a discussion of how to acquire and evaluate SIR data from NBRC and DDS. There was general agreement this

information could be useful for comparing one agency to another and suggesting training opportunities. This information is sometimes included in the board report. There are approximately 200 to 250 Special Incident Report's per year. Laura Cepoi offered to assist with any specific information an agency may want.

Some discussion about the DSP training and how effective this training has been at improving the quality of staffing in residential programs.

C) Napa-Solano Vendor Group – No Meeting

D) Legislative

- CRA Group

There was a general discussion about the positive and negative aspect of the CRA. Recognized that the CRA should have a stronger residential inclusion, and that there is no real residential.

- ARCA / Budget and Bills Update / Policies and Procedures

Nancy identified various items under review, including the current rate freeze, and looking at new rate models. Also noted the Alternative to Traditional Day Programs conference on 2/7/05 in San Diego. Pointed out there will be new allocations from DDS, but that in general the budget is very hard to predict. Recognized that everyone is having a hard time with the cutbacks, and that it has resulted in lost positions at NBRC. Most budget information can be found in the board packets. Pointed out that the Regional Centers will not be able to take on as many projects as they have in the past. Identified newly elected Assembly woman Noreen Evans as the replacement for Pat Wiggins in the 7th district. Discussed the proposal that families be allowed to use LVN's over RN's for basic health care issues, and said NBRC does support this change in services. DDS staff changes include Kim Bono retiring. Litigation with People First specific to getting people out of the state hospitals was discussed with no outcome obvious at this point.

4. New Business

Lance Parker discussed ongoing VAC development. How to make VAC stronger, set new goals for 2005, recruitment, advocacy, and quality

control. In general this received strong support and a decision was made to place this topic on the January VAC agenda.

5. Announcements

Next VAC meeting is scheduled for 1/25/05

The date of today's meeting marked SDS's 23rd anniversary!!

6. Vendor Support Time

General discussion about the use of a two-person lift vs. mechanical lift. Manual lifts can be harmful to staff, even when done correctly. Agreement that the procedure should be determined and documented by a licensed professional, and include an ID Team meeting.

General discussing of a placement procedure for day programs and residential. Agreement that the VAC may be able to contribute to developing consistency in programs so that there is less confusion and a better transitions for the consumer; e.g., communication between the old program and the new program. Agreement to place this on the January VAC agenda.

Minutes taken by David Mauger