

**VENDOR ADVISORY COMMITTEE MINUTES**  
**October 25, 2005**

**VAC Members Present:** Don Morgan, Beth Atton, Carin Lawrence, Mick Woodson, Stan Higgins, David Mauger, Edith Thomas

**Guests Present** – Louis Chiafalo, Richard Ruge, Kelley Hanson, Karen Lustig, Rhonda Vought, Cami Weaver, Liz Sutton, Susan Heskett, Phyllis Peterson, Donna Feingold, Terri Rowland, Laura Cepoi, Anne Peterson, Margaret Peterson, Eric Martin, Nancy Gardner

**I. Introductions and Acceptance of Minutes** - Eric Martin the new Case Services Manager taking Michi's position was introduced. A motion was made by Mick Woodson to accept the previous meeting minutes. The motion was seconded by Stan Higgins.

**II. Agenda Changes or Additions** – None mentioned

**III. Old Business**

A) Stan & Don recapped the activity of the August vendor only meeting. VAC members voted that the VAC Chair remain as the nomination for the NBRC board rep. Stan and Don met with Nancy Gardner to discuss decision. Stan read the letter from VAC to NBRC board making the recommendation.

B) Live Scan update – Beth will post resources on the website.

**III. Group Reports and/ or Clarifications**

A) **Best Practices:** No report

B) **Sonoma Vendor's Group:** No Report

C) **Napa – Solano Vendor Group:** No Report

**D) Legislative:**

**CRA** had a meeting Oct 20. Direct service workers wages were discussed. CRA is looking for a new CEO. CRA is putting together media kit for public to use.

**ARCA** – Bills were signed for closure of Agnews Developmental Center. ARCA will be working together with Social Services to review available aid to adoption. **Caddis** has been delayed again. NBRC training has also been delayed. **SLS regulations** are going through formal comment period. They are posted on the DDS website. **Self Directed Services** have slowed. It needs Federal approval. **Julie Jackson** from DDS is retiring. **Shannon Stone** has resigned from Santa Rosa. **Michi Gates** has taken a new position supervising the Coast Team, the at risk & Developmental Center consumers.

**Hospitalization Policies** – Nurses follow up to check on health & safety when consumers are discharged. They will be more involved, and provide improved quality of care.

**RAM committee** – Risk Assessment Management (Laura Sapoi) – New trend, CMS report – put into title 17, mitigate risk – SIR's identified as "unknown origin" (tripping, falling, unexplained injuries, "consensual" sexual abuse) This report is included in the Board Packet.

**IV. Policies and Procedures Update at NBRC** - DDS must approve new policies and procedures as well as changes to those already in place. Nothing to report currently.

**V. New Business**

**A)** Eric Martin discussed the Hab Survey that he'd distributed in Sonoma County. Discussed were concerns, wishes, what works and what doesn't. He passed out a handout with the details of their findings.

**B)** Scott McKelvey shared about DDS audits. Many of the audit staff are new and need to learn about services and systems in the field.

**C)** VAC members have suggested that on a quarterly base they provide the NBRC Board with a panel to describe and discuss different categories of services and programs to provide info and answer questions. It was suggested that providers also present at VAC meetings. A motion was made by Mick Woodson to recommend the topic to NBRC's Board. The motion was seconded by David Mauger.

**VI. Announcements**

**A)** Nancy Gardner wanted to follow up regarding notices that go out to vendors and parent vendors with NBRC payments.

**B)** Richard Ruge announced that NBRC's Annual Holiday Arts & Crafts Sale is Dec 9<sup>th</sup> from 10-2pm. The "Go Bags" 200 safety kits – are almost ready to be picked up.

**C)** NBRC board meeting next week / board packet issues, etc

**D)** VAC Holiday Party – socialize and network on Thursday December 15<sup>th</sup> at 3 PM @ River City Winery in Napa

**E)** Assembly members meeting w/ Nancy & Richard – Nov 18<sup>th</sup> in Santa Rosa (50 D Street, Santa Rosa) – Legislative and City Staff, donate for lunch \$100 per plate

**F)** Kaiser – Reciprocal relationship letter to convalescent home request assistance & offer to pay offer 2 homes in opposite directions

**G)** Medicare/ Medicaid part D roll out – in Dec you can stock up on 3 months of meds