

## **KERN REGIONAL CENTER**

3200 N. Sillect Avenue • Bakersfield, CA 93308 • (661) 327-8531

### **Board of Directors Meeting**

**6:00 p.m. – 7:30 p.m.**

**KRC Malibu Conference Room**

**3300 N. Sillect Ave.**

**Bakersfield, CA 93308**

### **MINUTES**

**May 22, 2018**

Present Board Members:

Kurt Van Sciver

Kevin Gosselin

Veronica Quezada

Ismael Romero

Araceli Gonzalez

Oscar Axume

Quanah Mason

Mitzi Villalon

Lorie Stewart

Nickole Mensch

### **GENERAL BUSINESS**

#### **1. Executive Session**

#### **2. Call to Order and Introductions**

The meeting was called to order at approximately 6:00 p.m. by Kurt Van Sciver. It was determined that a quorum was present.

#### **3. Approval/Additions to Agenda**

- A. Regular Meeting of the Board of Directors Agenda dated May 22, 2018.  
**M/S/C** – (Mensch/Romero) to approve agenda. 10-0-0.

#### **4. Meeting Minute Approval**

- A. Minutes of the Regular Meeting of the Board of Directors held April 24, 2018.  
**M/S/C** – (Mason/Mensch) to approve minutes of the regular meeting of the Board of Directors held April 24, 2018. 9-0-1 (Quezada).

#### **5. Public Input**

- A. **Stephanie Johnson-Oliver**, retiree of Kern Regional Center with 18 years of service as a service coordinator. Per Stephanie, sixteen years ago, Kern Regional Center opted out of Social Security having two pension plans available. These plans are currently in the process of being frozen. Stephanie is concerned for her co-workers and the Board's ability to oversee the agency. Stephanie asked the Board to please ensure that they review all information prior to making decisions.

- B. **Corrine Rojo**, Service Coordinator at KRC for 13 years and Chapter President of the SCIU 521. Corrine is concerned that the Board is making decisions without hearing both sides and over funds going towards consultants for the agency. Corrine asked the Board to “cut the puppet strings” and have open communication with line staff.
- C. **Cindy Martinez**, Service Coordinator at KRC for 24 years. Cindy became a service coordinator because of her sister, who passed away on June 2<sup>nd</sup> of last year. Cindy stated that service coordinators have to jump through various hoops, one of those hoops being trainings which take time away from case work.
- D. **Grace Huerta and Maria Cruz** announced that UCLA Research Team will be at the Exceptional Family Center conducting a genetic study related to Autism. Grace and Maria requested that Kern Regional Center help get the information out. See Maria Cruz for information.
- E. **Lorie Stewart**, Board Member for over 5 years, stated that in 2015, Duane Law told KRC’s BOD Chair, Susan Lara, that it would take 6 months to proceed with the IRS private letter ruling. Lorie further stated that in 2014, KRC engaged with ERISA Attorney, Jeff Chang. KRC has since retained a new attorney. Lorie would like for the Board to pursue the option of obtaining the private letter ruling. Lorie requested that the Board listen to the stakeholders as she feels that the Board is hearing only one side of things. Lorie recommended that the Board appoint one individual to be present at meetings between the union and staff. Lorie also requested that information be provide to Board Members, if they inquire, with regards to terminations of Management Staff.
- F. **Pam Woodruff**, previous employee of KRC with 28 years of service, thanked Lorie Stewart and agrees with Lorie’s statement. Pam states that she has previously inquired about the ruling and the legal permission to obtain social security but has yet to receive an answer. Pam stated that the alternative plan that is being proposed is not a defined benefit plan and that the plan is substandard, subpar and not up to Social Security percentage. Pam stated that retirees are not kept informed; she obtains information from friends. Pam also stated that she sent a letter to the state this year regarding Robert Riddick’s salary, which, according to Pam, is the same salary Duane Law was receiving. She then mentioned Columbus’s salary to be \$120,000 a month for three consultants.
- G. **Teresa Farmer**, retiree of KRC, agreed with Pam Woodruff’s comments and thanked Lorie Stewart for wanting to listen to both sides and see the different perspectives. Teresa stated that KRC was a great place to work at and that she felt supported by the upper echelon.
- H. **Denise Arreguin**, Service Coordinator at KRC with 14 years of service, addressed the caseload ratio. Denise stated that in 2016/2017, the contract was ratified which

resulted in 25 plus employees leaving. Per Denise, this provided KRC with savings plus ABX funds which were provided to KRC for more positions. Per Denise, KRC should have hired a total of 35 individuals in 2017. Denise requested the whereabouts of the funds for the 35 individuals and stated that, at some point, Service Coordinators still carried caseloads of 121. She stated that caseloads are now down to 100, but still not the ratio required by Lanterman. Denise stated that we are not the only regional center not meeting the caseload ratios and asked if DDS was also intervening with other Regional Centers that had the same issues.

- I. **Blanca Curtis**, parent of a child with Down's Syndrome, informed the Board and the public that the Down Syndrome Summit is coming up June 2nd. Blanca stated that several parents are communicating to her that they have not been contacted by their coordinator or that they are being misinformed and are not being told that there are educational funds that can pay for their ticket so they can attend. The event is in Bakersfield. National speakers will be at the event. Blanca also expressed gratitude for the service coordinators and their passion to their job.
- J. **Mari Matthews**, parent and Service Coordinator for Early Start, stated that the Service coordinators and staff of KRC do this job because the consumers are the heart and soul of the agency and that the backbone of the agency are the line-staff. She then stated that the number one role of a parent and/or family member is to advocate for the clients. Mari further stated that when administration makes cuts in benefits for the staff, admin is sending a signal that line staff really do not matter.
- K. **Blanca Gamboa**, KRC staff, stated that she has gone to Ismael Romero after every morning and said to him everything that has been said at tonight's meeting. Blanca also stated that although Ismael listens to her, he does not hear her. Blanca stated staff continue to have very serious concerns and hopes the Board hears them this time.
- L. **Dan Webb**, parent, stated that when a Kern Regional Center service coordinator first came to his home, the service coordinator advised him that he/she would not be able to do much for his daughter due to the high caseloads. Dan states that the service coordinator further advised that his daughter would receive an annual visit from KRC and that would be the extent of the services she would receive from Kern. He states that his service coordinator now is helpful and advocates for his daughter. Dan urged that the Board take care of the staff at Kern RC so that the staff can take care of the clients and their families.
  - a. **Lorie Stewart** suggested that Dan contact Kristine Khuu for support.
- M. **Araceli Gonzalez**, consumer and Board Member, requested that KRC be more cautious when hiring vendors and on how KRC trains their staff. Araceli also asked that parents bring the small concerns to the attention of vendors and KRC staff. Araceli asked that vendors and KRC hire more kind hearted people to help care for consumers.

### **UNFINISHED BUSINESS**

## REPORTS

### 6. Client Representative

- a. Roy Rocha provided the Board with a status on his artwork project. He has received a lot of artwork from consumers and he thanked those who are sending their artwork in.
- b. Roy also addressed his concerns related to the pension plan. Roy has been with KRC for 24 years and feels he may end up pushing grocery carts because the freezing of the pension does not provide him with enough funds to support himself. He asked the Board to unfreeze the pension as he needs to have a secured retirement.
- c. Roy stated that he never thought he'd have a job behind a desk helping consumers. He is glad to have the support of the clients and hopes most of the programs in Bakersfield would support him as well.

### 7. Board President Report

- a. Kurt Van Sciver thanked everyone for their comments.
  - b. Kurt addressed the comment which referred to the board as "puppets." The comment does not ring true to Kurt and he is very proud of the work the Board has done. Kurt feels that if the community could see what goes on behind the scenes, the community would be proud as well.
  - c. Kurt stated that the caseload ratios have been a driving force behind so much of what the Board has done and is the reason behind the changes that are being made to the pension. Without the changes to the pension, KRC would not have the funds to hire new staff and without new staff, KRC cannot bring the caseload ratios down. The Board reviewed other concepts to achieve lower caseload ratios; other concepts, which in the Board's opinion, would have been more harmful to the staff and for that reason, the board turned those concepts down. Unfortunately, due to budgetary realities, KRC has special contract language that was imposed by the state and that requires KRC to reduce caseload ratios and to remain within budget.
  - d. Kurt advised the public that a notice was issued and that the Board's ears were open. They have consulted with many experts and have discussed the budget on many occasions and have taken the steps that they believe are necessary.
  - e. Kurt emphasized that the driving force behind the recent decisions is reducing the caseload ratio.
  - f. Kurt nominated Ismael Romero to lead the nominating committee and for Nickole Mensch to co-lead it. Mitzi Villalon and Oscar Axume have volunteered to be members of the committee. Kurt inquired if any other board member would be interested in being part of the nominating committee. No other board member requested to be on the Nominating Committee.
- A. Appointment of New Board Member**
- a. Ismael Romero motioned to formally appoint Mitzi Villalon to the Board.  
M/S/C – (Romero/Stewart) to appoint Mitzi Villalon to the Board of Directors as the Vendor Advisory Committee representative. 10-0-0.
- B. Resolution Regarding KRC's Retirement Plan**
- a. The Board tabled this action item until the meeting of June 5<sup>th</sup>.

- b. The board was presented with a proposed resolution regarding the retirement plan. The resolution would provide as follows: KRC has a June 30th deadline for making amendments to the retirement plan; the amendments have not yet been drafted.
- c. The Board was presented with a proposal to give the officers the ability to receive the draft amendments and approve them without further Board action, however, the Board wishes to have a second public meeting to consider the actual language once it's actually been drafted.
- d. On the advice of counsel, KRC did not take further steps towards a private letter ruling. KRC now has new counsel who, with respect to the plan, are taking the necessary steps. The issue of social security is back on the table.
- e. The Board will meet with the pension committee on June 5<sup>th</sup> at 5:00 pm, prior to the Board Meeting of June 5<sup>th</sup>.

## 8. Financial Report

- A. Tom Wolfram presented his financial report.
  - a. Please see **Attachment 1**.
  - b. Kern's cash flow as of today is \$16 million.
  - c. DDS has started to withhold monies from claims starting with the April claim to pay back the advances they provided in July.
  - d. KRC is projecting that the agency may run out of cash on the 10<sup>th</sup> working day of July; the \$15 million credit line with Union Bank will carry KRC through until the first advances from DDS in July. Tom estimates that KRC would borrow funds from Union Bank for approximately 15 days.
  - e. Current year operations projected balance remains the same as it was in April.
  - f. DDS is in the process of releasing a D3 allocation.
  - g. The projected POS balance for KRC is \$2.7 million.

## 9. Executive Director's Report

- a. Michi Gates reported that Governor Brown gave the May revise report on May 11<sup>th</sup>.
- b. The senate subcommittee, known as subcommittee three, has had its final vote meeting and have done the following related to the regional center system:
  - Approved placeholder language for acute crisis services for KRC consumers.
  - Rejected DD's uniform holiday schedule; DDS is still proposing to reinstate the 14 day uniform holiday.
- c. The Association of Regional Center Agencies (ARCA) is promoting the approval of the restoration of services for social recreation and camp.
- d. A motion to use federal funds to pay for training and planning for self-determination program was passed. The final vote on the Assembly subcommittee will take place on Thursday, May 24<sup>th</sup>.
- e. ARCA is continuing to advocate for the no uniform holidays, the restoration of social recreation and camp, and Assembly member Holden's legislation to provide \$25 million in bridge funding to our service providers. The \$25 million is to provide additional funds to stay in business until the rates study is done.

- f. The Assembly will meet on Thursday, there will be a conference committee to resolve any differences between the Assembly and the Senate and then there will be a final approval by the full budget committee. The Senate and the Assembly will then have to approve, and then finally the Governor approves in June.

## **10. Vendor Advisory Committee**

- a. The Vendor Advisory Committee met this morning and had a great turnout. They were provided the information that Michi provided at tonight's Board Meeting as well as information that Cherylle and Celia will be providing tonight.
- b. The vendors have a serious concern that new and existing service coordinators are not offering services to families because they're unfamiliar with what vendor services are out there. KRC will be taking steps to better educate staff on this topic.
- c. The fourth meeting for the primary consumer of the advocacy committee, which will be held in the Malibu room on the 31st between 4:00 pm and 6:00 p.m.
- d. Exceptional Families in conjunction with UCLA is conducting a free research study for individuals with autism on Saturday the 16th from 9:00 am to 5:00 pm at the facility the Exceptional Families Center. They will be providing child care, but you will need to RSVP by June 8th, and you can do that by calling 873-4973. Exceptional Families will be giving a \$50 gift card to every family unit that attends consisting of mom, dad and a child.
- e. KRC will be holding a vendor fair on June 19th from 1:00 pm to 2:30 pm in the Malibu Conference Room. Vendors are hopeful that service coordinators can come a join that so they can see the services that vendors there are providing and obtain some clarification if there are any questions. Vendors are encouraged to attend; the same 15-20 vendors are the only ones to show interest and staff does not have the opportunity to see what else is out there.
- f. The Vendor Luncheon will be held on November 8<sup>th</sup> at the DoubleTree. This year, they'd like to invite a panel of speakers and going into the aspect of the mind, body and soul and promote healthy.

## **11. Staff Report**

### **A. Respite Policy**

- a. Celia Pinal provided a brief history for the parents that were present. There was a repeal on respite, on the cap on respite effective January 1st, 2018. Prior to that year, parents were limited to 90 days a quarter of respite, and the repeal lifted the cap and part of the Kern Regional Center. Regional Centers had a responsibility to draft up a policy as to how centers are going to accommodate families in regards to the repeal in respite. KRC submitted the first draft in January/February. This first draft was sent back from the state. The State requested additional language to be added to the draft. Part of the request was that KRC include IHSS, In-Home Support Services, as a generic resource. The State also asked for KRC to add an exception policy explaining circumstances that will warrant an exception on the amount of respite.

- b. KRC added the wording requested by the State and re-submitted the policy for approval. The State has since requested additional language related to the process of how an exception is going to be granted. Celia Pinal, Kristine Khuu and a manager worked on the development of the additional language then circulated the draft policy for feedback.
- c. Celia presented the new language to the Board members and asked that they review and approve so that KRC may send it back to DDS for final approval.  
**M/S/C – (Van Sciver/Villalon) To approve additional language to the respite policy presented to the board. 9-1-0 (Quezada). Attachment 2.**

**B. Self Determination**

- a. KRC submitted 87 additional names to the self-determination list. KRC’s original list was 58. This brings the number up to 145 with no duplicates. KRC was allocated 103 spots.

**C. HCBS/Disparity Update**

- a. The State granted start-up funds to about six providers.
- b. Three additional KRC providers were awarded funding to meet the final ruling. Those three providers were ARC of Taft, \$30,000, Bakersfield ARC, \$97,000, and Kern Adult Program, \$94,000.

**D. Community Placement Plan**

- a. KRC has closed escrow on two homes and are in the final stages of the floor plans. This will soon be a housing development for Brilliant Corners. It will be submitted to the city to obtain permission for the permits.
- b. The two homes are enhanced behavioral support homes and adult residential facilities for persons with special healthcare needs.

**BOARD TRAINING**

**NEW BUSINESS**

**GOOD AND WELFARE**

- a. Kurt announced that tonight would be his last night on the Board. “It’s been a very great pleasure to serve with these individuals on the Board. It’s a wonderful Board that we have here at Kern Regional Center. I feel that I’ve learned a lot from everyone on the Board. It’s been a real honor to serve with all of you, and I just want to thank you for bearing with me and my predilections, so my hat’s off to you and wish you all the best of luck in the future. Thank you.”
- b. Matthew Lagrand was nominated by the Governor of the State of California to a very prestigious position in which he will be able to engage in advocacy for individuals with developmental disabilities. It’s a great honor to Matthew. Due to conflicts with serving on both Boards, he has resigned from the KRC Board of Directors.
- c. Meeting is adjourned at approximately 7:10 p.m.

The next Regular Meeting of the Board of Directors is scheduled for Tuesday, June 5<sup>th</sup>, 2018, at 6:00 p.m. in the Malibu Conference Room at the Kern Regional Center.

Note: Requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Administrative Assistant during regular business hours at 661-852-3360.

Respectfully submitted: \_\_\_\_\_  
Eva Rocha



Action Items:

**M/S/C** – (Mensch/Romero) to approve agenda dated May 22, 2018. 10-0-0.

**M/S/C** – (Mason/Mensch) to approve minutes of the regular meeting of the Board of Directors held April 24, 2018. 9-0-1 (Quezada).

**M/S/C** – (Romero/Stewart) to appoint Mitzi Villalon to the Board of Directors as the Vendor Advisory Committee representative. 10-0-0.

**M/S/C** – (Van Sciver/Villalon) To approve additional language to the respite policy presented to the board. 9-1-0 (Quezada). **Attachment 2.**

KERN REGIONAL CENTER  
 BUDGET AND EXPENSE REPORT  
 FY 2017/2018  
 AS OF APRIL 30, 2018

	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8
(1) - OPERATIONS	Preliminary Allocation - D Series	D-1 Allocation	D-2 Allocation	Total Allocation To Date thru D-2 Allocation - Col. 1 + Col. 2 + Col. 3	Operations By Claim to State July thru April 2018	Projected - May to June 2018	Total Projected - Col. 5 + Col. 6	Projected Balance - Col. 4 - Col. 7
GENERAL								
Salaries and Benefits	\$ 14,701,866	\$ 1,257,639	\$ 578,709	\$ 16,538,214	\$ 12,722,643	\$ 2,093,631	\$ 14,816,274	
Operating Expenses		3,504,480	964,167	4,468,647	4,837,488	887,838	5,725,326	
TOTAL PERSONNEL SERVICES	14,701,866	4,762,119	1,542,876	21,006,861	17,560,131	2,981,469	20,541,600	465,261
Less: Interest Income					(70,811)	10,811	(60,000)	60,000
Less: ICF SPA Fees ( see Note 2)					(45,525)	525	(45,000)	45,000
Less: Other Income					(13,425)	8,425	(5,000)	5,000
SUBTOTAL GENERAL	\$ 14,701,866	\$ 4,762,119	\$ 1,542,876	\$ 21,006,861	\$ 17,430,370	\$ 3,001,230	\$ 20,431,600	\$ 575,261
Percentage				100%	82.97%	14.29%		2.74%
COMMUNITY PLACEMENT PLAN (CPP)								
Salaries & Benefits		\$ 480,613		\$ 480,613	\$ 330,437	\$ 212,687	\$ 543,124	
Operating Expenses		235,152	127,144	362,296	23,465	276,320	299,785	
SUBTOTAL CPP	\$ -	\$ 715,765	\$ 127,144	\$ 842,909	\$ 353,903	\$ 489,006	\$ 842,909	\$ -
FOSTERGRANDPARENT (FGP)								
Salaries & Benefits		\$ 59,043		\$ 59,043	\$ 58,101	\$ 942	\$ 59,043	
Operating Expenses		26,967	89,996	116,963	85,580	31,383	116,963	
SUBTOTAL FGP	\$ -	\$ 86,010	\$ 89,996	\$ 176,006	\$ 143,681	\$ 32,325	\$ 176,006	\$ -
GRAND TOTAL OPERATIONS	\$ 14,701,866	\$ 5,563,894	\$ 1,760,016	\$ 22,025,776	\$ 17,927,953	\$ 3,522,562	\$ 21,450,515	\$ 575,261
Percentage				100%	81.40%	15.99%		2.61%

Note 1: The "Projected Balance" is an estimate of the difference between KRC's funding allocation from DDS (col. 4), and Total Projected (col. 7)

Note 2: The Intermediate Care Facility State Plan Amendment (ICF SPA) administrative fees are included in this fiscal year as an offset to current year expenditures. The fees are 1.5% of current year day program and transportation costs for KRC clients that resided in ICF's.

KERN REGIONAL CENTER  
 BUDGET AND EXPENSE REPORT  
 FY 2017/2018  
 AS OF APRIL 30, 2018

	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col. 8
(2) - PURCHASE OF SERVICES	Preliminary Allocation - D Series	D-1 Allocation	D-2 Allocation	Total Allocation To Date thru D-2 Alloc - Col.1 + Col. 2+ Col. 3	Purchase of Service By Claim to State - July thru April 2018	Projected - May to June 2018	Total Projected - Col. 5 + Col. 6	Projected Balance - Col. 4 - Col. 7
GENERAL								
Out of Home Care	\$ 28,787,609	\$ 7,129,944		\$ 35,917,553	\$ 29,718,164	\$ 6,742,252	\$ 36,460,416	\$ (542,863)
Day Programs	22,216,516	7,274,193		29,490,709	24,558,546	5,946,041	30,504,587	(1,013,878)
Other Services	71,522,176	20,198,665	127,880	91,848,721	71,948,374	19,288,908	91,237,282	611,439
SUBTOTAL GENERAL	122,526,301	34,602,802	127,880	157,256,983	126,225,084	31,977,201	158,202,285	(945,302)
Less: ICF SPA Funded					(2,598,641)	(1,114,491)	(3,713,132)	3,713,132
TOTAL GENERAL	\$ 122,526,301	\$ 34,602,802	\$ 127,880	\$ 157,256,983	\$ 123,626,443	\$ 30,862,710	\$ 154,489,153	\$ 2,767,830
Percentage				100%	78.61%	19.63%		1.76%
COMMUNITY PLACEMENT PLAN (CPP)								
Out of Home Care		\$ 256,718	\$ 210,350	\$ 467,068	\$ 241,574	\$ 202,286	\$ 443,860	23,208
Day Programs		-		0	31,084	14,165	45,249	(45,249)
Other Services		998,200		998,200	80,604	889,450	970,054	28,146
TOTAL CPP	\$ -	\$ 1,254,918	\$ 210,350	\$ 1,465,268	\$ 353,262	\$ 1,105,901	\$ 1,459,163	\$ 6,105
Percentage				100.00%	24.11%	75.47%		0.42%
TOTAL PURCHASE OF SERVICE	\$ 122,526,301	\$ 35,857,720	\$ 338,230	\$ 158,722,251	\$ 123,979,705	\$ 31,968,611	\$ 155,948,316	\$ 2,773,935
Percentage				100%	78.11%	20.14%		1.75%
GRAND TOTAL ALL BUDGETS	\$ 137,228,167	\$ 41,421,614	\$ 2,098,246	\$ 180,748,027	\$ 141,907,657	\$ 35,491,173	\$ 177,398,831	\$ 3,349,196
Percentage				100%	78.51%	19.64%		1.85%

Note 1: The "Projected Balance" is an estimate of the difference between KRC's funding allocation from DDS (col. 4), and Total Projected (col. 7)

Note 2: Reimbursement for the estimated costs of day program and transportation for Intermediate Care Facility State Plan Amendment clients is not funded by DDS's Standard Agreement. The reimbursement to KRC will be provided from the SPA ICF's within the catchment area.

## **Kern Regional Center Respite Care Policy**

This Policy is the proactive measure of the repeal of the respite restrictions per Welfare and Institutions Code Section 4686.5.

Respite is the provision of intermittent or regularly scheduled temporary non-medical care and supervision to clients on an in-home and/or out-of-home basis. Respite may be provided in the client's own home or in a licensed facility. Respite is one of an array of support services that:

- Assists the family members to enable an individual with a developmental disability to stay at home;
- Provides appropriate care and supervision to protect that person's safety in the absence of a family member(s);
- Relieves family members from the constantly demanding responsibility of providing care;
- Attends to basic self-help needs and other activities of daily living that would ordinarily be performed by the family member;
- Meets emergency needs.

Respite is not intended to provide for all supervised care or unmet needs of the client/family; it is a supplement to the family's responsibility for care. Respite services can only be purchased when the care and/or supervision needs of a child or adult with a developmental disability exceed that of an individual of the same chronological age without a developmental disability. In-Home Respite Services are provided in the client's home. Out-of-Home Respite Services are provided in licensed settings. Respite is not daycare and is not to be used while parents are working or are engaged in educational activities leading to work.

Family members may select a vendored Kern Regional Center respite agency, a vendored Financial Management Service (FMS) or Employer of Record (EOR) service to provide respite. With an FMS/EOR, the family selects an individual who is at least 18 years of age, and who possesses the skill, training, or education necessary to provide the respite. The FMS/EOR is responsible to pay the selected individual and abide by all labor laws.

For purposes of this policy, "family member" means an individual who:

- Has a client residing with him/her;
- Is responsible for the 24 hour care and supervision of the client;
- Is NOT a licensed or certified residential care facility or foster family home receiving funds from any public agency or regional center for the care and supervision provided. Notwithstanding this provision, a relative who receives foster care funds shall not be precluded from receiving respite.

**Attachment 2**

Respite care to minors is subject to Family Cost Participation Program requirements per W&I Code Section 4783.

An individual with medical needs may require a trained health professional (LVN or RN) for specialized care and supervision. Use of an LVN or RN to provide respite service is not to be confused with the need for in-home nursing service [W & I Code 4686(a)].

Prior to Regional Center funding the following must be taken into consideration:

- Natural Supports: W & I Code 4512, 4648(a)(2); (non-paid) personal association and relationships typically developed in the community that enhance the quality of life for people, including but not limited to, family, friendships reflecting the diversity of the neighborhood/community; associations with fellow students or employees in regular classroom & workplaces; and association developed through participation in clubs/activities.
- Generic Resources: W & I Code 4659(a) and (c); 4648(a)(8); 4640.7 and 4644; services or supports provided by an agency that has a legal responsibility to serve all members of the general public and is receiving public funds for providing those services. The regional center will only consider services such as In Home Supportive Services a generic resource when the approved services meet the respite need as identified in the consumer's individual program plan or individualized family service plan.
- KRC may provide interim respite pending IHSS approval/denial.

When determining the need for respite, Kern Regional Center will use a comprehensive respite needs assessment process. A respite authorization will be issued as agreed upon by the client/family and Kern Regional Center. Unused authorized hours can be rolled or banked monthly throughout the fiscal year.

Kern Regional Center may grant an exception if it is demonstrated that the intensity of the client's care and supervision needs are such that additional respite is necessary to maintain the individual in the family home, or there is an extraordinary event that impacts the family member's ability to meet the care and supervision needs of the client. All exceptions including the request for a temporary increase in hours above what is currently authorized will require a review by a Kern Regional Center Interdisciplinary Team. The criteria for exceptions may include any threat to client health and safety or a catastrophic life changing event. (May include the risk of a client being displaced). **This review process will involve a case consultation with the assigned Service Coordinator and a Kern Regional Center Interdisciplinary Team. Once the exception is granted the Service Coordinator will contact the client/family and schedule a**

**Attachment 2**

meeting to discuss and amend the Individual Program Plan. If necessary, the Executive Director or the designee upon consultation may grant an exception.

A reassessment of a family's respite need should be conducted whenever significant changes occur in the client's skills or functioning level, family dynamics, or as alternative respite resources are identified, at the time of Annual Review/IPP meeting or at the request of the client/family.