

**Inland Regional Center Performance Contract**  
**Fiscal Year 2009 – 2010; Calendar Year October 2008 to August 2009**  
 (Based on Five (5) Year Performance Contract -- January 2006 to 2011)

09/17/2009

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**Public Policy Performance Measures**

Public Policy Measure	Plan of Action	Current Year Progress
1. IRC's performance goal is to decrease the number and percent of its consumer caseload living in state developmental centers (SDCs)  (A)	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue working to develop needed community resources;</li> <li><input checked="" type="checkbox"/> Continue participating in the Community Placement Plan and help consumers obtain appropriate community living options.</li> <li><input checked="" type="checkbox"/> Continue making every effort to redirect placements from State Developmental Centers except where court ordered.</li> </ul>	<input checked="" type="checkbox"/> IRC has decreased the number of its case load in developmental centers from 121 cases to 108.  <input checked="" type="checkbox"/> This results in a 10.75% decrease of IRC caseload in Developmental Centers.
2. IRC's performance goal is to increase the number and percent of its minor consumers residing with families or in family-like settings.  (B)	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue developing and providing families with appropriate services and supports (both generic and IRC funded) to help maintain children in the family home or a family like setting.</li> </ul>	<input checked="" type="checkbox"/> IRC has provided families with appropriate services and supports to assist in maintaining children in the family home, thereby increasing the number of children in the family home from 9,503 to 9,674.  <input checked="" type="checkbox"/> This results in a 1.8% increase of minors residing with families.

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Public Policy Measure	Plan of Action	Current Year Progress
<p>3. IRC's performance goal is to increase the number and percent of adults residing in home settings.*</p> <p>* Home setting includes residing in independent living &amp; supported living setting, as well as Adult Family Agency Homes and in family homes.</p> <p>(C)</p>	<p><input checked="" type="checkbox"/> IRC will:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue to partner with independent living, supported living, as well as Adult Family Agency, in family homes, and generic resources to ensure availability of supports for individuals seeking more independent living options.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> IRC has increased the number of adults residing in home settings from 8,016 to 8414.</li> <li><input checked="" type="checkbox"/> This results in a 4.96% increase of adults residing in home like settings.</li> </ul>
<p>4. IRC's performance goal is to decrease the number and percent of minors living in facilities serving more than six (6) consumers.</p> <p>(H)</p>	<p><input checked="" type="checkbox"/> IRC will:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Seek additional avenues to work with State agencies in order to develop additional residential resources with a vendored capacity of no more than six (6) consumers.</li> <li><input checked="" type="checkbox"/> Continue restricting all start-up funds to homes with a vendored capacity of no more than four (4) beds.</li> <li><input checked="" type="checkbox"/> Continue identifying minors residing in facilities with a capacity of more than six (6) consumers and developing plans to offer residential services with a capacity of less than six (6).</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> IRC provided generic and funded services to decrease the number of minors living in facilities serving more than 6. Since IRC is home to the only free standing sub-acute facility in the state, medically fragile children from regional centers through out the state are transferred to IRC and become IRC consumers. Thus, the number of minors living in facilities serving more than six (6) has increased this year form 14 to 19.</li> <li><input checked="" type="checkbox"/> This resulted in a .07% increase over the state average for minors living in facilities serving more than 6.</li> </ul>

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5. IRC's performance goal is to decrease the number and percent of adults living in facilities serving more than 6 consumers.	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue developing residential resources with a vendored capacity of not more than 6 consumers.</li> <li><input checked="" type="checkbox"/> Continue restricting start-up funds to homes with a vendored capacity of no more than 4 consumers.</li> <li><input checked="" type="checkbox"/> Continue identifying adults residing in facilities with a capacity of greater than 6 and developing plans to offer residential services with a capacity of less than 6 consumers.</li> <li><input checked="" type="checkbox"/> Continue developing Adult Family Agency Home settings and monitor this residence code on a semi-annual basis.</li> </ul>	<input checked="" type="checkbox"/> IRC has decreased the number of adults residing in facilities serving 6 or more from 329 to 327.  <input checked="" type="checkbox"/> This results in a 0.61% decrease of adults living in facilities serving more than 6.

**Compliance Measures**

Compliance Measures	Plan of Action	Progress as of 10/1/08
1. IRC's performance goal is to have unqualified independent audits with no material finding(s).	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue to maintain thorough internal controls and segregation of duties in accordance with recommended guidelines.</li> <li><input checked="" type="checkbox"/> Continue to closely watch transactions to ensure compliance with the State Contract, applicable regulations, and generally accepted accounting procedures (GAAP).</li> <li><input checked="" type="checkbox"/> Continue to maintain thorough documentation of transactions and adjustments.</li> </ul>	<input checked="" type="checkbox"/> IRC has followed its plan of action and the last independent audit was unqualified, with no material findings.

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Compliance Measures	Plan of Action	Progress as of 10/1/08
2. IRC's performance goal is to attain substantial compliance with Developmental Disability Services (DDS) fiscal audit.	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue to maintain thorough internal controls and segregation of duties in accordance with recommended guidelines.</li> <li><input checked="" type="checkbox"/> Continue to closely watch transactions to ensure compliance with the State Contract, applicable regulations, and generally accepted accounting procedures (GAAP).</li> <li><input checked="" type="checkbox"/> Continue to maintain thorough documentation of transactions and adjustments.</li> </ul>	<input checked="" type="checkbox"/> IRC has followed its plan of action and the last independent audit was unqualified, with no material findings.
3. IRC's performance goal is to maintain its high levels of accuracy in its Purchase of Service (POS) fiscal projections (based on February SOAR).	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue to monitor POS expenditure trends and investigate any anomalies.</li> <li><input checked="" type="checkbox"/> Continue to periodically review late bills estimate and outstanding authorizations for reasonableness.</li> </ul>	<input checked="" type="checkbox"/> IRC has maintained accurate POS fiscal projections. (reports are available at the bi-monthly Board Meeting)
4. IRC's performance goal is to continue to operate within its OPS budget.	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue to monitor Operations expenditures monthly and make adjustments as needed to discretionary spending.</li> </ul>	<input checked="" type="checkbox"/> IRC has continued to operate within its OPS budget. (reports are available at the bi-monthly Board Meeting)
5. IRC's performance goal is to continue its Certification to participate in the Medicaid Waiver program.	<input checked="" type="checkbox"/> IRC will: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continuously monitor existing and potential Medicaid Waiver eligible cases for adherence to all Federal Mandates, regulatory standards and criteria.</li> </ul>	<input checked="" type="checkbox"/> IRC has monitored existing and potential Medicaid Waiver eligible cases for adherence to all Federal Mandates, regulatory standards and criteria, and Medicaid Waiver eligible consumers have increase from the 7,038 for 2007 to 7,330 for 2008.

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Compliance Measures	Plan of Action	Progress as of 10/1/08
6. IRC's performance goal is continued compliance with Vendor Audit Requirements per contract, Article III, Section 10.	<input checked="" type="checkbox"/> Continue to prioritize audits to be preformed by program auditors to ensure meeting designated targets.	<input checked="" type="checkbox"/> IRC has prioritized audits to be preformed by program auditors to ensure meeting designated targets.
7: CDER/ESR Currency  (J)	<input checked="" type="checkbox"/> Continue to monitor monthly reports to ensure all CDER/ESR documents are current.	<input checked="" type="checkbox"/> IRC has 99.81% compliance in the currency of its CDER/ESR.
8: Intake/Assessment time lines for consumers ages 3 & above  (K)	<input checked="" type="checkbox"/> Continue to ensure that adequate staffing will be provided to meet timelines by reviewing the caseload ratio. <input checked="" type="checkbox"/> Continue to ensure that training of Intake personnel addresses the most efficient processes to meet stated time lines and will monitor by reviewing our training curriculum. <input checked="" type="checkbox"/> Continue to monitor computer statistical reports to ensure timelines are being met on a monthly basis by tracking all new Intakes.	<input checked="" type="checkbox"/> IRC has a 99.32% compliance rate on the assessment time lines. It continues to monitor the assessment procedures and work toward 100% compliance.
9: IPP Development (WIC requirements)	<input checked="" type="checkbox"/> Continue to ensure that staff will be updated on the Lanterman Act per Section 4646.5(c)(3) through at least one staff development. <input checked="" type="checkbox"/> Provide one training per year on Section 4646.5(c)(3) above for Consumer Advisory Committee (CAC) members.	<input checked="" type="checkbox"/> IRC continues to maintain compliance with the Welfare & Institutions Code (WIC) requirements. It continues to monitor the compliance procedures and work toward 100% compliance.

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Compliance Measures	Plan of Action	Progress as of 10/1/08
10: Individualized Family Service Plan (IFSP) Development (Title 17 requirements)	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Continue to train Infant Service Coordinators on Individualized Family Service Plan (IFSP) development and review/update training curriculum annually.</li> <li><input checked="" type="checkbox"/> Continue to provide information on the IFSP to parents and service providers by giving out a pamphlet on the IFSP process as validated by parent initialing confirmation on signature page of IFSP.</li> <li><input checked="" type="checkbox"/> Continue to ensure that the IFSP will be developed in the home, natural environment, or other appropriate environment, with a collaborative team of Early Intervention professionals by monitoring this activity in a monthly Early Start Report.</li> </ul>	<input checked="" type="checkbox"/> IRC continues to maintain compliance in the IFSP Development areas.

## STATEMENT OF ASSURANCES

This is to assure that Inland Regional Center's Year 2010 Performance Contract was developed in accordance with the requirements specified in Welfare and Institutions Code section 4629 and the Department of Developmental Services' (DDS) Year 2010 Performance Contract Guidelines.

The performance contract was developed through a public process which included:

- Providing information, in an understandable form, to the community about regional center services and supports, including budget information and baseline data on services and supports and the regional center operations [WIC 4629 (c)(B)(i)]
- Holding at least one public meeting to solicit input on performance objectives and using focus groups or surveys to collect information from the community [WIC 4629 (c)(B)(ii)]
- Providing at least 10 calendar days advance public notice of the date(s) of the public meeting (DDS Guidelines)
- Circulating a draft to the community of the performance contract plan relative to the public policy and compliance outcomes identified in the DDS Performance Contract Guidelines, and any locally developed policy outcomes prior to presenting the contract to the regional center board for action [WIC 4629 (c)(B)(iii)]
- Providing an opportunity for additional public input and consideration of that input at the regional center board meeting prior to board action on the proposed performance contract [WIC 4629 (c)(B)(iii)]

Signature of RC Director:

Mary Lynn Clark  
Mary Lynn Clark, Executive Director

Date:

9/16/09