


STATEMENT OF ASSURANCES

This is to assure that San Gabriel/Pomona Regional Center Year 2016 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 2016 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:



Date:

11-11-2015

2016 PERFORMANCE CONTRACT ACTIVITIES
SAN GABRIEL/POMONA REGIONAL CENTER (SG/PRC)

PUBLIC POLICY

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| | <i>MEASURE</i> | |
| 1. | Number and percent of Regional Center caseloads in Developmental Centers (DC) | |
| | <i>ACTIVITIES</i> | |
| | a. | Develop and implement the Community Placement Plan (CPP) to support individuals transitioning from a DC and who have challenging services with a focus on forensic issues |
| | b. | Provide training to Service Providers to increase their skills to serve clients who are at risk of being placed into an IMD facility and/or have serious mental health or behavioral challenges |
| | c. | Provide outreach and training to the community providers and first responders regarding clients who have challenging service needs and forensic issues |
| | <i>MEASURE</i> | |
| 2. | Number and percent of minors residing with families | |
| | <i>ACTIVITIES</i> | |
| | a. | Provide training to parents on topics such as behavior intervention and adaptive skills training that increases their capabilities |
| | b. | Provide training to parents on intervention options for clients diagnosed with autism including on-line behavioral training |
| | c. | Continue the SG/PRC Bio-Behavioral Clinic and Psychiatric Consultations |
| | d. | Encourage parents/families to access community based social and recreational activities that are available in their local communities |
| | e. | Inform families of family or peer to peer support groups/activities |
| | f. | Continue to refer and advocate for services and coordination with local mental health agencies |
| | g. | Advocate for the increased use of In-Home Support Services (IHSS) for clients and families |

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| | h. | Assist families in securing SSI benefits |
| <i>MEASURE</i> | | |
| 3. | Number and percent of adults residing in independent living | |
| <i>ACTIVITIES</i> | | |
| | a. | Service Coordinators will discuss, at the IPP meeting, independent living options and, upon request, provide written materials describing these services |
| | b. | Provide information and training to Service Coordinators, clients and family members regarding independent living services (ILS) to include, SG/PRC's 2016 ILS/SLS/FHA outreach and education fair |
| | c. | Advocate on the local and state level for affordable housing |
| | d. | Service Coordinators will review individuals residing in residential facilities for possible referral to independent or supported living |
| | e. | Assess and develop, as needed, ILS that is culturally sensitive and addresses the diverse needs of the community |
| | f. | Encourage all new resource development to be consistent with the Centers for Medicare & Medicaid Services (CMS) new regulations (or rules) for Home and Community-Based Services (HCBS) |
| <i>MEASURE</i> | | |
| 4. | Number and percent of adults residing in supported living | |
| <i>ACTIVITIES</i> | | |
| | a. | Service Coordinators will discuss, at the time of the IPP meeting, supported living options and, upon request, provide written materials describing these services |
| | b. | Provide training to Service Coordinators, clients and family members regarding supported living |

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| | | services (SLS), to include, SGPRC'S 2016 ILS/SLS/FHA outreach and education fair |
| | c. | Advocate on the local and state level for affordable housing |
| | d. | Work with SLS vendors to increase their capacity to serve individuals with forensic, behavioral, mental health and medical needs |
| | e. | Assess and develop, as needed, SLS that is culturally sensitive and addresses the diverse needs of the community |
| | f. | As needed, develop SLS resources that include a parenting component to support clients who have children and choose to live independently, but require additional training and support services |
| | g. | Encourage all new resource development to be consistent with the Centers for Medicare & Medicaid Services (CMS) new Home and Community-Based Services (HCBS) regulations |
| MEASURE | | |
| 5. | Number and percent of adults residing in Adult Family Home Agency homes | |
| | ACTIVITIES | |
| | a. | Service Coordinators to discuss Adult Family Home Agencies (FHA) as an option whenever living options are being reviewed with clients and families |
| | b. | Encourage current FHA provider to recruit family homes to meet the needs of clients with challenging behaviors and/or medical needs |
| | c. | Encourage current FHA provider to meet the cultural ethnic and language needs of clients |
| | d. | Provide training to Service Coordinators and family members on Adult Family Home Agency (FHA)services, to include, SG/PRC'S 2016 ILS/SLS/FHA outreach and education fair |
| | e. | Explore the need to procure an additional FHA with an emphasis on recruiting staff and family homes that can meet the cultural, ethnic and language specific needs of SG/PRC clients |
| | f. | Encourage all new resource development to be consistent with the Centers for Medicare & |

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| | | Medicaid Services (CMS) new Home and Community-Based Services (HCBS) regulations |
| <i>MEASURE</i> | | |
| 6. | Number and percent of adults residing in family homes (home of parent or guardian) | |
| | <i>ACTIVITIES</i> | |
| | a. | Advocate for the increased use of In-Home Support Services (IHSS) for clients and families |
| | b. | Assist families in securing SSI benefits, as soon as possible, when a client becomes an adult |
| | c. | Continue advocating for services and coordination with local mental health agencies |
| | d. | Refer adults with mental health needs to appropriate mental health services including the SG/PRC Bio-Behavioral Clinic and SG/PRC Psychiatric Consultants |
| | e. | Encourage clients, parents and families to access community based social and recreational activities that are available in their local communities |
| | f. | Provide training to parents and families to increase their skills and knowledge related to developmental services |
| | g. | Provide training to parents on resources for clients diagnosed with autism |
| | h. | Outreach and training for Service Coordinators, to local parent groups and schools regarding living options and supports for adults |
| <i>MEASURE</i> | | |
| 7. | Number and percent of adults residing in home settings | |
| | <i>ACTIVITIES</i> | |
| | a. | See Activities in #3, #4, #5 and #6 |
| <i>MEASURE</i> | | |

2016 PERFORMANCE CONTRACT ACTIVITIES
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| 8. | Number and percent of minors living in facilities serving > 6 | |
| | <i>ACTIVITIES</i> | |
| | a. | Continue to work with large facilities to reduce their licensed capacity |
| | b. | Only develop new residential resources that provide services to no more than six individuals in each home and have an option for private bedrooms |
| | c. | Encourage all new residential resources to develop services consistent with the Centers for Medicare & Medicaid Services (CMS) new Home and Community-Based Services (HCBS) regulations |
| | d. | Service Coordinators will review cases of all minors living in facilities that serve more than six (6) for possible referral to facilities serving six (6) or less |
| | e. | Provide assistance for placements by the Los Angeles Department of Children Services so that appropriate residential resources are selected |
| | f. | As needed, collaborate with the County of Los Angeles, Department of Children and Family Services in developing a Foster Family Agency that specializes in supporting the unique needs of regional center clients |
| | <i>MEASURE</i> | |
| 9. | Number and percent of adults living in facilities serving > 6 | |
| | <i>ACTIVITIES</i> | |
| | a. | See Activities in #8 (a, b, c) |
| | b. | Service Coordinators will review cases of all adults residing in facilities that serve more than six (6) for possible referral to facilities serving six (6) or less |
| | <i>MEASURE</i> | |
| 10. | Total annual POS expenditures by ethnicity and age: | |

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| | <ul style="list-style-type: none"> • Birth to age two, inclusive • Age three to 21, inclusive • Twenty-two and older |
| | ACTIVITIES |
| a. | Measure progress and review annual disparity data and applicable National Core Indicator (NCI) outcomes with stakeholders and applicable committees; to include, family groups, client services and vendor advisory committees |
| b. | Work in collaboration with State Council on Developmental Disabilities (SCDD) Regional Office to inform and encourage non-English speaking clients and/or family members to participate in the NCI survey |
| c. | Develop community resources that are sensitive to cultural, ethnic and language specific needs; including; SLS, ILS and FHA service options |
| d. | Inform families of available support groups representing diverse ethnic communities |
| e. | Consistent with WIC, Section 4519.5(e) will compile data and hold public stakeholder meeting(s) by March 31, 2016 |
| f. | Provide Individual Program Plans (IPP) to client and families in their primary language, consistent with WIC, Section 4646.5 and WIC, Section 4519.5 |
| g. | Provide training on the Self Determination Program to client and parent groups |
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| 11. | Total annual POS expenditures by diagnosis, ethnicity and primary language |
| | ACTIVITIES |
| a. | Measure progress and review annual disparity data and applicable National Core Indicator (NCI) outcomes with stakeholders and applicable committees, to include, family groups, client services |

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| | | committee and vendor advisory committee with stakeholders and applicable committees, to include, family groups, client services and vendor advisory committees |
| | b. | See activities in #10 (e & f) |
| 12. | Total annual authorized services by diagnosis, ethnicity and primary language | |
| | <i>ACTIVITIES</i> | |
| | a. | Measure progress and review annual disparity data and applicable National Core Indicator (NCI) outcomes with stakeholders and applicable committees, to include, family groups, client services and vendor advisory committees |
| | b. | See activities in #10 (e & f) |
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| | <i>MEASURE</i> | |
| 13. | Number and percent of adults with earned income and average wage (aggregate) | |
| | <i>ACTIVITIES</i> | |
| | a. | Collaborate with Department of Rehabilitation and Transition School programs to enhance employment opportunities for clients |
| | b. | Collaborate with supported employment programs to encourage securing jobs for SG/PRC clients |
| | c. | Collaborate with public schools to prepare students for work |
| | d. | Provide information and training to parents and clients regarding the benefits of work including how work affects SSI and SSA |
| | e. | Provide information to clients and families, to include, promoting the "worknow" website and written material |
| | f. | Advocate for improved public transportation, including the Los Angeles Paratransit System (ACCESS) |

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| | g. | Review best practices for employment outcomes and develop actions to improve outcomes in the SG/PRC area |
| | h. | Refer clients to employment programs that have the highest success in securing competitive integrated employment for clients |
| <i>MEASURE</i> | | |
| 14. | Number and percent of adults in supported employment | |
| <i>ACTIVITIES</i> | | |
| | a. | See Activities in #10 |
| | b. | Measure progress and review applicable National Core Indicator data with SG/PRC employment, vendor advisory and client services committees |
| <i>MEASURE</i> | | |
| 15. | Number and percent of adults in competitive employment | |
| <i>ACTIVITIES</i> | | |
| | a. | See Activities in #10 |
| | b. | Measure progress and review applicable National Core Indicator data with SG/PRC employment, vendor advisory and client services committees |
| <i>MEASURE</i> | | |
| 16. | Access to medical and dental services | |
| <i>ACTIVITIES</i> | | |
| | a. | Explore options for additional medical and dental resources available to serve people with developmental disabilities |

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| | b. | Continue to meet with L.A. Care and Health Net on continued development and coordination of medical services |
| | c. | SG/PRC nurses will advocate with medical and dental providers to improve the quantity and quality of health services |
| | d. | Information will be provided to clients, families, service providers and Service Coordinators on health issues and the promotion of health |
| | e. | The SG/PRC dental coordinator will provide consultation and resource information to service coordinators to assist families and clients |
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| <i>MEASURE</i> | | |
| 17. | Number of consumers per thousand who are victims of abuse | |
| <i>ACTIVITIES</i> | | |
| | a. | SG/PRC Risk Management Committee to review incidents of abuse and continue to develop strategies to reduce incidents |
| | b. | Provide training to service providers on prevention of abuse |
| | c. | Collaborate and advocate with the Los Angeles County Agencies responsible for child abuse and adult abuse |
| | d. | Continue to provide training to service providers and SG/PRC staff on the Zero Tolerance Policy |

2016 PERFORMANCE CONTRACT ACTIVITIES
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COMPLIANCE

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| <i>MEASURE</i> | |
| 1. | Unqualified independent audit with no material finding(s) |
| <i>ACTIVITIES</i> | |
| a. | Continue to apply generally accepted accounting principles |
| b. | Continue to apply established internal control procedures |
| c. | Exercise good business practices |
| <i>MEASURE</i> | |
| 2. | Substantial compliance with DDS fiscal audit |
| <i>ACTIVITIES</i> | |
| a. | Continue to apply generally accepted accounting principles |
| b. | Continue to apply established internal control procedures |
| c. | Comply with the provisions of the state contract |
| d. | Exercise good business practices |
| <i>MEASURE</i> | |
| 3. | Accuracy percent of POS fiscal projections |
| <i>ACTIVITIES</i> | |
| a. | Comply with current SOAR instructions and procedures |
| b. | Ensure accuracy of the base and growth calculations |
| c. | Regular monthly review of actual expenditures versus projections |
| d. | Allow for necessary adjustments for latest trends in expenditures |

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| <i>MEASURE</i> | |
| 4. | Operates within OPS budget |
| <i>ACTIVITIES</i> | |
| a. | Develop budget plan upon receipt of the OPS budget to assure that SG/PRC operates within the OPS budget |
| b. | Monitor OPS expenditures and adjust for latest trends monthly |
| <i>MEASURE</i> | |
| 5. | Certified to participate in Waiver |
| <i>ACTIVITIES</i> | |
| a. | Service Coordinators and Managers of Client Services will continue to receive training on the Medicaid Waiver requirements |
| b. | Client records will be reviewed thoroughly by Managers of Client Services and Medicaid Waiver staff to assure that requirements are met |
| c. | Review Medicaid Waiver monitoring reports and continue to implement plans to assure that recommendations are met |
| <i>MEASURE</i> | |
| 6. | Compliance with Vendor Audit Requirements per contract, Article III, Section 10 |
| <i>ACTIVITIES</i> | |
| a. | Develop annual audit plan. Perform the number of audits required of the plan |
| b. | Continue to apply audit protocols |

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| | c. | Provide training to Fiscal Monitors regarding requirements |
| | d. | Ensure current reporting to DDS of audits performed |
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| | <i>MEASURE</i> | |
| 7. | CDER/ESR Currency | |
| | <i>ACTIVITIES</i> | |
| | a. | CDER and ESR training will continue to be provided to staff |
| | b. | Managers of Client Services will monitor CDERs and ESRs completions as part of annual reviews |
| | c. | Reports will be provided to Service Coordinators and Managers of Client Services regarding timeliness of CDERs. ESRs will be reviewed by managers when the IFSP is reviewed |
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| | <i>MEASURE</i> | |
| 8. | Intake / Assessment and IFSP timelines (0-3) | |
| | <i>ACTIVITIES</i> | |
| | a. | Continue staff training regarding mandated timelines |
| | b. | Timelines will be reviewed by Managers of Client Services when signing IFSPs |
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| | <i>MEASURE</i> | |
| 9. | Intake / Assessment timelines for consumers age 3 and above | |
| | <i>ACTIVITIES</i> | |
| | a. | Continue staff training regarding mandated timelines |
| | b. | Intake Manager to monitor timelines |

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| | <i>MEASURE</i> |
| 10. | IPP Development (WIC requirements) |
| | <i>ACTIVITIES</i> |
| a. | Continue training to Service Coordinators on IPP development |
| b. | Information will be provided to clients, parents and service providers on IPP development |
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| | <i>MEASURE</i> |
| 11. | IFSP Development (Title 17 requirements) |
| | <i>ACTIVITIES</i> |
| a. | Continue training to Service Coordinators on IFSP development |
| b. | Information will be provided to clients, parents and service providers on IFSP development |



NOTICE OF PUBLIC MEETING

Review of Draft Performance Plan – 2016

PERFORMANCE CONTRACT

The Department of Developmental Services (DDS) contracts with regional centers in California to serve people with developmental disabilities and families. Beginning January 1, 1993, state law required the DDS to enter into five-year outcome-based performance contracts with regional centers. The Performance Contract establishes a performance-based system of accountability for all those who serve consumers and their families with the intent to achieve desired outcomes that reflect the state's public policy direction for all individuals who have a developmental disability in California. San Gabriel/Pomona Regional Center's performance plan measures our ongoing performance based on specified measures, issued by DDS, and compares San Gabriel/Pomona Regional Center's performance with the statewide average for all 21 regional centers in California.

San Gabriel/Pomona Regional Center is currently seeking input on the draft 2016 Performance Plan. The proposed plan will be presented at a public meeting public input and review by the Board of Directors on September 23, 2015.

San Gabriel/Pomona Regional Center proposed plan for 2016 includes continuing activities from prior years as well as adding activities to enhance cultural sensitivities and employment opportunities for adult clients, such as:

- Support for individuals transitioning from a developmental center to the community
- Support for children to live in their parental home, foster family or with a guardian
- Support for adults to live in their own home, with their family or in a certified family home
- Improve opportunities to assist our adult clients in finding and maintaining employment
- Provide awareness of cultural diversity and promote increased utilization of services by our non-English speaking clients and families

Board of Director's meeting
Wednesday, September 23, 2015
Meeting starts at 7:15 p.m.
San Gabriel/Pomona Regional Center
75 Rancho Camino Drive
Pomona, CA 91766

In addition to receiving public comment on September 23rd, 2015, we welcome written comments by email to nbargmann@sgprc.org or ttravis@sgprc.org

Click here to see: [DRAFT – PERFORMANCE CONTRACT \(September 2015\)](#)