



### 3.19.20 COVID-19 SPAC Call Meeting Minutes

#### HCBS deadline has been extended to June 30th

**Best practice:** Provide letter for staff to prove that they are providing essential services during the shelter in place in case they are asked why they are not sheltering. See Lifehouse's example on page 2.

#### Agenda:

##### Funding/billing right now by service:

- Request that GGRC provide a plain language, step by step process for billing. As it stands: providers are instructed to bill for an average weekly amount for non-residential services eligible for emergency service funding. Amanda said that they will work on that document with billing.
- Question re. residential service funding reimbursement for loss of hours: TBD from DDS
- GGRC does not foresee any change in billing cycle
- Still waiting on direction re. exceptional expenses reimbursement/ best to document all exceptional expenses

##### Sharing staff:

- For day programs, some EDs are sending out letters to staff letting them know about other programs looking for staff
- Providers are developing smaller group discussions on how to share staff
- How could we match up with day programs and matching services
- QA staff are checking in on all residential providers: food, medication, along with how they are doing with staffing. More info will be sent from QA.
- Try to balance keeping the same staff to reduce cross-contamination
- Some staff could also work in food shelters or help the community outside of at other agencies.
- Eric encouraged staff to find ways to still connect with clients in person while practicing social distancing: walks outside. **Eric notes that this must be healthy workers and healthy people served**

##### Online learning:

- [Open Future Learning](#)
- Google Hangs for staff meetings
- [Quillo](#) for resources for staff and clients

##### Emergency supply access/mobilization

- **Folks can also check beauty salon supply stores for gloves, hair covers and gowns. The gowns are not disposable so would need to be washed after use- From Lisa**
- Costco is open from 8-9am to get supplies for people that we support. Bring a letter stating that you work with people with I/DD. Contact pharmacy orders to see if they can help place orders. Veterinarian supplies. Autopart stores have latex gloves. Danielle has gloves and antibacterial- can share. Please contact her if you need anything: [dazzalino@gatepath.org](mailto:dazzalino@gatepath.org)
- Jaimie: can spare a case of toilet paper- text or email and we can get it: [jami@marinventures.org](mailto:jami@marinventures.org)
- Could get toilet paper from restaurant supplies- check the shipping charges.
- Check in to public health request form. One form submitted- by county. Abby will look in to organizing us by county
- Thoughts? Disclosing identity of staff or clients that are COVID-19 positive? Negative impact of rumors especially with our clients who can't tell their own story.



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To Whom It May Concern,

Lifehouse employs over 400 staff that provide essential services to over 360 individuals with developmental disabilities in the Bay Area.

Lifehouse will stay open as we are essential to our community and are committed to show up - lives depend on Lifehouse services.

If you have any questions, please contact me at 415-526-5309.

Sincerely,

Nancy Dow Moody  
President & CEO

*Celebrating over 65 years of service!*

Improving the quality of life for individuals with developmental disabilities since 1954