

Meeting Minutes
REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION
ANNUAL Meeting of the Board of Directors
Saturday, May 4, 2019 – Fort Bragg

#5 FY 2018-19

Directors Present: Isis Brenner-Ward, Beverly Fontaine, Trixie Galletti, Jolanda Ingram-Obie, Allison Hillix, Bill Lacy, Keith Peeples, Steve Perez, Mary Yates, Shirley Valente

Directors Absent: Alina Marquardt

Facilitators Present: Dayna Dodson, Mark Konkler, Kristi Patterson, Margaret Ridgway

RCRC Staff Present: Rick Blumberg, Lucy Esralew, Sheila Keys, Amy Medina, Kim Nash, and Kim Orsi

Others Present: Joe Ayers – Parent, Dolores Delgado -Translator, Steven Jackson – New Dawn Support Services (to be seated as RCDSC Vendor Representative), Jennifer Pittam – Contractor/RCRC, Allan Smith – DDS,

1. **Call To Order/Roll Call** – The Annual Meeting of the RCDSC Board of Directors was called to order by S. Perez at 9:00 a.m. S. Perez read aloud the disclaimer that the meeting is being recorded for posting to Redwood Coast Regional Center’s (RCRC) website for public listening. Roll call of the board was taken and a quorum was present.
2. **Select Timekeeper/Introductions/Reading of Vision** – I. Brenner-Ward was selected as time keeper, all in attendance introduced themselves and J. Ingram-Obie shared paragraph four of the RCRC Vision Statement.
3. **Approval of Agenda** – S. Perez called for any questions, comments or corrections to the agenda. There were none noted.

M/S/C: J. Ingram-Obie (A. Hillix) moved to approve the May 4, 2019 meeting agenda as presented. There was no additional discussion following the motion.

4. **Board Development Committee** – S. Perez introduced Steven Jackson, Program Operations Manager at New Dawn Support Services who was selected by the Alliance of Service Providers as Vendor Representative to the Board. S. Jackson was sworn in by S. Perez as the RCDSC Vendor Representative and welcomed by the Board.
5. **Approval of the March 16, 2019 Meeting Minutes** – S. Perez called for a motion to approve the March 16, 2019 RCDSC Board of Directors meeting minutes.

M/S/C: J. Ingram-Obie (Allison Hillix) moved to approve the March 16, 2019 meeting minutes as presented. There was no additional discussion or corrections following the motion.

6. **Community Input** – S. Perez called for public input:
 - Mr. Joe Ayers reminded Board members of a packet of information that he had previously shared with them regarding abuse of people with disabilities which he noted is more than triple the rate of assaults of people who are not disabled. Mr. Ayers shared that his developmentally disabled son was abused 3 years ago. A lawsuit was filed

followed by a successful mediation which will go to the courts for final approval. Mr. Ayers commented that he was grateful for the Lanterman Act and the regional center as well as the critical services provided and the workers who provide 24/7 care for his son. He noted that his message is to remember that sometimes assaults against regional center clients happen and sometimes there are people that do the wrong thing and traumatize clients and families. Mr. Ayers thanked the regional center in his closing remarks.

7. Executive Directors Report – R. Blumberg thanked the Board for their attendance today and noted that both Dr. Lucy Esralew and Director Kim Nash will also provide information during his report:

- **Grassroots Day** – R. Blumberg thanked the Board Legislative Committee members, Mary Yates (D. Dodson), Bill Lacy (M. Konkler) and Leann McCallum (former board member) for their attendance at the 2019 Grassroots Day in Sacramento. R. Blumberg also thanked designated RCRC Grassroots coordinator, Mayra Ochoa for her assistance and attendance as well.

Grassroots Day is coordinated each year by the Association of Regional Centers Agencies (ARCA). There were approximately 130 participants from 18 regional centers who met with 105 members of the Legislation to advocate for their services and our service system. R. Blumberg shared a photograph of the RCRC Group at the event and asked both M. Yates and B. Lacy to share the statements they shared with their Legislators. B. Lacy (M. Konkler) shared his statement, indicating that his services have helped him to live independently and support a healthy lifestyle. He also advocated for additional funding for services and spoke of his interests. M. Yates (D. Dodson) indicated that she spoke of many different issues that included underfunding for caregivers and holiday pay. She also shared that she is an artist and a poet.

R. Blumberg shared information regarding following statewide issues:

- **The Governors Budget:** The May Revise to the Governor's budget is expected by mid May. Subcommittee hearings were held on May 2nd followed by Senate hearings that will be held on May 6th. There were discussions that included a proposal by Assembly member Frazier to reduce or eliminate the Uniform Holiday Schedule which is essentially 14 furlough days per year for service providers. This has caused a fiscal impact for providers and affects clients and families as well. Half-day billing was also discussed which requires certain provider agencies to bill for only a half-day for clients who receive service at 65% or less. This also poses a financial impact for providers and the legislature seems to be in favor of lessening these impacts for services.
- **Restoration of Camp and Social Services:** These services were suspended during the Great Recession of 2009 and have not been restored. These are extremely important services for clients and families and we are hopeful that the budget will allow the restoration of these services.
- **Safety Net Facilities and Crisis Services:** DDS proposes to operate 2 crisis homes (in the North and South) and to have mobile crisis services available across the state.
- **Caseload Ratios and Specialized Caseload Ratios for Individuals with Complex Needs:** RCRC is advocating for lower caseloads and especially true for specialized caseload ratios. RCRC's catchment is rural and specialized services are not as accessible as those in more urban areas. Statewide, regional centers are looking to hire 691 new service coordinators.

- **8% Down Payment for Regional Center Operations and Service Providers costs:** This is coming before the legislature and we are hopeful that this will be passed. This will provide inflationary costs as well as funding to hire 691 service coordinators statewide to meet statutory caseload ratios as well as fully fund service coordination positions at a more realistic rate determined by cost estimates conducted by ARCA. It will also provide immediate rate increases for service providers as a bridge to the rate study changes.

R. Blumberg stated that RCRC is currently down 4 to 5 positions and in a hiring freeze until the new fiscal year. Effective May 15, 2019 RCRC will begin recruitment for these positions with a potential start date of July 1, 2019. Caseload ratios are unacceptably high, and the workload for supervisors has increased as well.

R. Blumberg reported that in 2012, in response to fiscal austerity following the Great Recession, RCRC changed its organization structure at the Directors level and Kim Nash became the director of both the Clinical and Community Services Departments. RCRC is currently reviewing ways to build our Director's capacity without impacting our budget and now that Dr. Esralew is on staff, she will become the Director of Clinical Services and Kim Nash will continue as Director of Community Services. R. Blumberg asked all present to thank K. Nash for carrying both departments and the heavy workload for the past 7 years.

R. Blumberg welcomed Dr. Esralew the new Clinical Director:

- a) **Dr. L. Esralew** shared that she has had the pleasure of addressing the Board in her previous role as RCRC's Behavioral Psychologist/Clinical Specialist and that she will continue to provide psychology services for both Lake and Mendocino Counties. Dr. Esralew shared that she started at RCRC on December 1, 2017 and that she 47+ years of Human Services experience which began in 1972 working in nursing homes in the field of aging.

Dr. Esralew thanked RCRC and noted that she is very excited about this regional center's forward thinking, person centered and holistic wellness for the individuals we support. Dr. Esralew has various ideas that include providing education for clients, families and service providers as well as technical assistance. RCRC is currently working with over 20 clinical consultants and she thanked K. Nash and her team for having developed these services and consultation teams. RCRC is looking at quality management that clinical consultants provide and want to make sure we identify the needs of clients and assure those needs are being met. RCRC is clinically underserved as well as under-resourced which includes the entire population of our catchment.

Dr. Esralew has two strategies: 1) Encourage providers within our region to take an interest in our clients 2) Build capacity by offering internship field work, supervision in the clinical field and attract individuals and services to come to our area and provide services.

Dr. Esralew reported that the focus for the coming year is family support and will begin with the Parent Academy which is meeting on May 23rd from 11:30 a.m. to 1:00 p.m. by video conference between RCRC offices. Dr. Esralew will be available to talk with individuals about families and what is important to them to support their relatives. RCRC will also be developing family support groups to look at ways of identifying needs

and meeting those needs. Dr. Esralew is passionate about dual diagnosis as well as aging and believes we can offer services through the lifespan of clients as they age.

In closing, Dr. Esralew noted that she is looking forward to working with everyone and that she welcomes any questions and phone calls. S. Perez thanked Dr. Esralew and K. Nash for their continued participation and work together to carrying forward the Vision in their work.

R. Blumberg continued his report:

- **Community Safety:** RCRC is currently preparing for the upcoming wildfire season and invited Tamara Rodrigues, Emergency Preparedness and Response Officer with the Department of Developmental Services (DDS) to provide the RCRC Management Team an overview of the Everbridge Mass Notification System followed by a hands-on training with members of the Community Services Department team. This System will allow users to identify where clients live, where RCRC staff live and where our service providers are located, allowing us to send notifications of danger/evacuations (in their area) and ask if assistance is needed. This System is instantaneous with the information it can provide. RCRC is currently working to provide current data for client's which is uploaded by DDS into the Everbridge System.

Management team members as well as other RCRC staff members are also participating in local County Office of Emergency Preparedness meetings and other disaster preparedness activities in all four counties which will improve what we have in place, how we can make improvements going forward and what we need to work together in times of a disaster.

RCRC is working with the State Council on Developmental Disabilities as they plan for the upcoming STARR trainings with local law enforcement groups that will be a train-the-trainer foundation for local communities. These trainings will offer information for law enforcement that will help them better understand people with intellectual and developmental disabilities. Dates and locations for these trainings will be determined and could begin as early as June. Mr. Ayers noted that the Mendocino County Sheriff, Tom Allman is also coordinating similar trainings for his officer in September.

- **Autism Awareness Month:** R. Blumberg shared that there was a full calendar of wonderful activities that were held in April for Autism Awareness month.
- **CalABLE:** R. Blumberg noted that CalABLE is now available in California and noted that this program enables people to save and invest money without losing eligible benefits for essential programs like Medicaid and Social Security income. RCRC Community Services team members have been sharing CalABLE information along with Employment Incentives and Paid Internship Program (PIP) information. It was noted that CalABLE accounts include family members of clients who can also deposit funds into these accounts.
- **Town Hall Meeting:** Assembly member Jim Frazier, Chair of the Select Committee on Intellectual and Developmental Disabilities along with California Assembly member Jim Wood will be hosting a Town Hall meeting on Saturday, May 11, 2019 at the Eureka City Council Chambers on Saturday, from 10:00 a.m. to 1:00 p.m.

Assembly member Frasier is chairing a bill to remove uniform holiday schedules and would like to hear from regional center clients, family and community members regarding the strengths of our service system and what is needed. Board members, M. Yates and B. Lacy will both be attending and speaking at this meeting.

R. Blumberg welcomed K. Nash, Director of Community Services who provided the following information:

- b) **2019/2020 Service Provider Contracts** – K. Nash provided background regarding SB74 which requires regional center Board of Directors to review all service provider contracts that are over \$250,000 annually. The Board Executive Committee did meet on May 1st along with RCRC Directors Nash, Medina and Blumberg to answer any questions in preparation for their recommendation to the full Board today. Each Board member was also tasked with reviewing these contracts prior to today’s meeting. K. Nash explained that these contracts cannot be mailed to providers without approval by the Board and that timing is critical as services cannot begin if contracts are not signed and in place by June 30, 2019.

S. Perez provided the recommendation by the Executive Committee to the full board, requesting their approval of the RCRC Service Provider contracts for fiscal year 2019-2020. There was a question by J. Ingram-Obie regarding a section in the contracts pertaining to Equal Opportunities, noting her concern that protected class was not identified in the language. K. Nash explained that the contract language had been reviewed this year by RCRC’s Attorney to assure that language was current and in compliance with both State and Federal law. S. Perez recommends moving forward with the approval of the 2019/2020 contracts with the contingency of any noted corrections following K. Nash’s follow up with RCRC attorney’s and DDS.

ACTION:

- **K. Nash will contact RCRC attorney and DDS regarding the contract language, specifically related to equal opportunities and protected class. K. Nash will provide a follow up to the full board by email.**

M/S/C: S. Perez (S. Valente) moved to approve the RCRC Service Provider Contracts for FY 2019-2020 (as they are) with the contingency and follow up for clarification of contract language identified by J. Ingram-Obie. It is noted that S. Jackson, newly appointed Board Vendor Representative abstains from this motion.

S. Perez called for a break at 10:30 a.m. Meeting was called back to order by S. Perez at 10:40 a.m.

- c) **Special Incident Reporting (SIR):** K. Nash shared information with the Board regarding SIR’s which is a main data collection point in determining what’s happening in our communities with individuals served and our service providers. RCRC serves approximately 4,000 individuals and many are provided services by vendored service providers. The following information captures the highlights from the discussion and information included in the board packets:
- **Service Providers are required to report a special incident to RCRC within 24 hours; RCRC must submit all reportable SIR’s to the Department of Developmental Services (DDS) within 48 hours of the incident. SIR Timelines are monitored and enforced by DDS. Service providers are also mandated reporters and must also notify appropriate authorities, when and if necessary.**

- Data collected from all SIR's is reviewed by RCRC team members to determine if there are trends for individuals and agencies or trends within our four county region. These details are important to assure that clients are receiving the assistance they need.
- DDS Reportable SIR's include:
 - Death
 - Victim of Robbery, Aggravated Assault, Larceny, Burglary, rape (including attempted rape)

Report Incident Under Vendor Care:

- Missing Person
- Suspected abuse/exploitation
- Neglect
- Serious Injury/accident (includes medication error)
- Unplanned/unscheduled hospitalization (admission to hospital)
 - Medication Errors – K. Nash commented that RCRC monitors and tracks medications errors for trends that include medications given at the wrong time, missed medications, administering the wrong medication. RCRC gathers this information to provide technical assistance and support for the person receiving services as well as their team of support.
- Supplemental Reporting
 - Injury/accident
 - Aggressive Acts
 - Other (includes PRN medication, alleged violation or rights, medical emergency, unauthorized absence – law enforcement not notified, suicide attempt/threat, other sexual incident (not rape), pregnancy, communicable disease/parasites, fire.
 - Use of PRN psychotropic medication – K. Nash commented that RCRC does not condone any form of restraint and wants to know when and why a PRN is used.
 - Pregnancy – K. Nash noted that teams would like to assure that the individual is supported to provide care that they will need for their growing baby.

K. Nash noted that RCRC will also contact the DDS if they see an incident that may not be reportable but a concern that we would like to make the Department aware of as they may be able to provide RCRC with technical assistance or additional resources.

SIR's are mandated by law for all service providers and regional centers. All SIR's are reviewed monthly, quarterly for risk mitigation, and to show the transparency across the board for all services entities working together in support of a person served. RCRC does have videos available for Special Incident Reporting training and will also provide Technical Assistance for any service provider in all four counties.

K. Nash called for additional questions: S. Perez asked if a regional center vendored provider who is also contracted to work for the schools used restraints (while working at the school), would the vendor be required to report that incident to RCRC. It was noted that if the vendored provider is working for and paid by another entity (other than

RCRC) that they would not be required to file an SIR with RCRC. However, they would be required to notify RCRC if they used a restraint.

S. Perez commented on recent legislation that was passed, AB2657 Pupil Discipline Restraint and Seclusion. The bill requires a local educational agency to collect and report to the State Department of Education annually, any use of behavioral restraint or seclusion no later 3 months after the end of the school year. Discussion continued regarding these timelines and if there are any actions resulting from the reports. S. Perez asked if a Policy noting that RCRC does not support restraint as a form of behavioral planning should be considered.

K. Nash reported that RCRC supports only one form of restraint which would be used in the event of immediate danger. The example given: Stopping a client from running onto a street. Additionally, regional centers are required annually to review incidents of restraints. RCRC does not utilize restraint in any client planning and if it is, it must be reviewed by RCRC's Human Rights Committee.

R. Blumberg reported that RCRC clinicians (Dr. Esralew and Dr. Smalley) are working with local schools when we become aware of a complex situation. Several vendored providers are also working with local schools districts on positive behavioral support and prevention to eliminate the need for restraints. RCRC staff does attend IEP meetings and advocates on behalf of clients/families and an advocacy group (Warmline) is also working with the local schools as well.

K. Nash reported that RCRC does have the highest incident reporting in the State because the vendored service providers are reporting everything. RCRC is also informed by service coordinators and clinical services of support plans with local schools and service providers. L. Esralew added that RCRC hosts SPED Roundtable for the service coordinators once a month so that they have an opportunity to bring forward what they are aware of and what's happening in the schools for the clients that we serve. We are also very clear that restraints are something we do not support. We work closely with the SELPA's and the County Schools on many levels. RCRC staff members are mandated reporters and must report what we witness.

In closing, K. Nash reported that RCRC vendored service provider agencies that work with schools do incredible reporting back to RCRC about what occurs on school campus and we work the schools as collaborative partners to discuss client/student needs. Service providers are note worthy in the quality of intervention they provide along with teaching in community settings and in notifying the regional center with concerns.

ACTION:

- **S. Perez and A. Hillix will research how the Board and RCRC can develop an effective approach regarding outside agencies and their use of restraints and reporting.**
8. **Director of Administration Report** – S. Perez welcomed A. Medina, new Director of Administration and her first Report with the Board. A. Medina provided background regarding her experience with RCRC over the past 8 ½ years working with Purchase of Services for clients and processing payments for vendored service providers.

Administrator's Report follows:

- **May Revise:** As Dr. Rick reported, Governor Newson will be releasing the May Revision to the 2019/2020 budget next week and that will then be sent to the Legislature by May 14th.
- **2018/2019 Purchase of Services (POS) Expenditures:** RCRC's POS expenditures are on track though this fiscal year.
- **2018/2019 Operations (OPS)** RCRC is currently looking at a very tight end to FY 2018/2019 and as of March, projections indicated that we could have a small deficit. However, RCRC has taken the following cost saving measures to assure that we will finish the fiscal year with adequate funds:
 - Hiring freeze on all open positions – RCRC will begin recruiting in May with interviews in June followed by hiring July 1st (or later).
 - Travel Expenses – Staff are asked to suspend all travel unless it is absolutely necessary.
 - Unnecessary Expenses are on hold until the next fiscal year. This would include additional office supplies, consolidating UPS and FedEx shipments and any maintenance that is not urgent.

A. Medina explained that one of the reasons our budget is so tight this year is due to RCRC's computer system upgrade to a Cloud based server system. RCRC was the first regional center in the State to move our system to a Cloud based system and we tried to determine a budget for the cost structure to the best of our ability. However, since this was a first in the State, we experienced some difficulties during the data move that added to the costs. RCRC is diligently working with DDS for reimbursement of the unexpected costs. A. Hillix asked if other region centers will be moving their systems to the Cloud. A. Medina answered that the move was a choice as RCRC did save some money with this upgrade by making the move rather than purchasing new computer system. RCRC will continue to realize a savings from this point forward from the move to the Cloud.

A. Medina reported that RCRC is now seventy-five percent through the current fiscal year and DDS is currently reimbursing RCRC at fifty percent of our claim for POS (our invoice to the State). Our claim is approximately \$10 million per month of which DDS is reimbursing \$5 million. RCRC anticipates these reductions in our reimbursement towards the end of each fiscal year and has established a line of credit that can be utilized to carry us through the end of the fiscal year.

In closing, A. Medina asked if the board would like to see any changes to the Administrator's Report process going forward or if there were any questions. B. Fontaine asked about follow up with the Humboldt Area Foundation investments. A. Medina reported that she is hoping to provide a follow up during the July board meeting.

9. **Executive Assistant** – K. Orsi provided the following:

- **March 16th Board Meeting ACTION Item Follow Up:** Humboldt Area Foundation Investments: A. Medina mentioned during her Report that she will follow up with the Humboldt Area Foundation and provide an update during the July 12th board meeting.
- **Fiscal Responsibility** – As A. Medina reported, the Operations budget will be very tight through the end of the fiscal year. K. Orsi reminded Board members to also be fiscally mindful as Board expenses are paid through the RCRC Operations budget. K. Orsi expressed concern with late cancellations or no-shows for Board hotel accommodations noting that most hotels require 48 hours (and sometimes 72 hours) notification for

cancellations. RCRC could endure late cancellation penalties or the full cost for a room if these timelines are missed. It is understandable that there are emergencies or illness when last minute changes may be necessary. Board members are asked to notify K. Orsi the week of the meeting, no later than 48 hours prior to your anticipated check in arrival if they wish to cancel a reservation.

10. Committee Reports –

- a) **Executive Committee:** S. Perez reported earlier regarding the RCRC Service Provider Contracts; S. Perez announced that board member, Leann Babcock resigned as she and her family have welcomed a foster child into their home and she will be dedicating her time with her family.
- b) **Budget Committee:** S. Perez reported there are not reports to share.
- c) **Client Advisory Committee: The following reports were given:**
 - M. Yates provided her report from Grassroots Day, noting that they first met with the aid for Assembly member Jim Wood who was not available. However, M. Yates persisted and the aid brought Jim Wood in to meet everyone. M. Yates and the group were able to give their letters and talk with Jim Wood directly about their concerns. M. Yates and the group also met with Senator Mike McGuire. They talked about health issues and Senator McGuire commented that he's has been working on Healthcare for awhile. M. Yates followed up with Assembly member Wood and Senator McGuire by email, thanking each for taking the time to talk with her and the group. D. Dodson read the email replies from both.
 - M. Konkler spoke on behalf of B. Lacey who was part of the group who met with Assembly member Wood and Senator McGuire, B. Lacy asked Senator McGuire where the funding is going following the closure of the Developmental Centers and Senator McGuire noted that they are looking into that. B. Lacy also wrote to both representatives and thanked them for taking time to meet with their group. He asked Senator McGuire if he'd like to meet for coffee the next time he visits Eureka and the Senator responded in his reply that he'd ask his staff to coordinate that meeting with him. Both representatives noted that they enjoyed meeting and talking with the group.
- d) **Vendor Advisory Committee:** S. Perez reported that he has draft meeting minutes from the Alliance of Service Providers (ASP) meeting. However, they have not yet been approved by the group. S. Jackson reported that he appreciates the opportunity to serve as the Vendor Representative on the Board and he will be working with former Vendor Representative, Pam Jensen as he transitions into his role and responsibilities. S. Jackson provided the following summary from the ASP meeting:
 - These are challenging times and service providers are also struggling with caseloads, rates and competitive wages.
 - Vendors are also advocating for better rates and connecting with State representatives to express their concerns.
 - Lost Coast Bike Ride is coming up soon and many providers will be participating.
 - Some vendors are reporting growth and continue recruitment.

K. Nash shared some history regarding the ASP and noted that this group is independent of RCRC. The ASP develops their own agendas, records their own meeting minutes and puts in order the items that the group would like to share with the Board. K. Nash added that several years ago, the ASP requested that the Executive Director of RCRC attend their meetings to provide updates regarding RCRC and this practice has ben consistent since then.

- e) **Client Benefit Fund (CBF) Committee:** B. Fontaine reported that the CBF Committee would like to consider increasing the grant awards, noting that they received 16 requests during the last grant cycle and most were exceptional. Discussion continued regarding Policy #10 Client Benefit Fund which would need to be updated if awards are increased. A. Medina explained to the Board that the funds for the CBF Grant Awards are transferred to a separate checking account by the Humboldt Area Foundation. Once the funds are available, the checks can be written and mailed to the award recipients. This process can take up to 30 days.

ACTION:

- **A. Medina will follow up with the Humboldt Area Foundation for information and clarity regarding the rules and guidelines for how funds are invested prior to moving forward with any changes to increase the grant awards.**
- **CBF will be added to the July 12th Board meeting agenda to share information for further discussion.**
- f) **David A. Isom Award – This is suspended until further notice.**
- g) **Ad Hoc Bylaws Committee–** S. Valente asked K. Orsi to provide an update regarding the legal process for the proposed Bylaws change. K. Orsi reported that during the March 16th Board meeting, the wording was developed to propose a change to the Bylaws Section 5.09 Removal of a Director for Cause. On April 10, 2019, K. Orsi submitted a Public Service Announcement (PSA) regarding the proposed Bylaws change to various news and radio organizations. This information was also posted (the same day) to the RCRC website. Both notifications requested public input by Wednesday, May 1st. K. Orsi noted that no public input was received.

S. Valente reported that all legal requirements were met and the Board is now ready to vote to update the Bylaws Section 5.09 Removal of a Director for Cause. S. Valente noted that this update will now include a requirement that a Board Director adhere to conduct requirements as noted in the RCRC Personnel Policies Section 8.3 Confidentiality, and Section 8.4 Business Conduct and Ethics. S. Perez explained that this update will provide clear language for removal of a Director from the Board and will hold Directors accountable for the same conduct standards and expectations that are expected of RCRC employees.

The following recommended update to Bylaws Section 5.09 will read as follows:

- The Board may, by a majority of the directors present during a closed meeting where a quorum is present, declare vacant the office of a director for: conduct in violation of Redwood Coast Regional Center’s Personnel Policies (March 16, 2019) Section 8.3 Confidentiality and Section 8.4 Business Conduct and Ethics; or has been declared of unsound mind by a final order of court; been convicted of a felony; been found, by a final order or judgement of any court, to have breached any duty under Sections 5230-5239 of the California Nonprofit Public Benefit Corporation Law; or failed to attend three (3) consecutive Board meetings without just cause and/or to provide notice to the Board preceding the date on which the office of such director is proposed to be declared vacant.

M/S/C S. Valente (A. Hillix) moved to approve and adopt effective May 4, 2019 the recommended update to Bylaws Section 5.09 Removal of Director for Cause with no additional changes.

S. Valente also reported that she may submit future recommendations for updates to as she continues to review the RCDSC Bylaws as well as Bylaws from all other regional centers. One concern noted relates to electronic attendance. S. Valente indicated that the RCDSC Bylaws does

not include language as to whether or not electronic participation during a Board meeting is or is not counted for a quorum and whether or not the remote participant can or cannot vote. B. Fontaine commented that past remote/video participation was never questioned and members were counted as being present even if participating electronically. S. Valente noted that some regional centers, but not all, have made note in their Bylaws regarding remote participation. After further discussion, S. Valente recommends that we capture in our notes that "By history, it has always been our policy that remote participation qualified as a quorum and that remote participates could vote." S. Perez noted that this is the nature of who we are due to our larger catchment area. R. Blumberg added that participation by telecommunication is also helpful and removes barriers for recruitment of new members in our underserved communities.

ACTION:

- **S. Valente will draft a single sentence update to the Bylaws for consideration of the board during the July 12th meeting.**

- h) **Legislative Committee:** S. Perez noted that reports from this committee were given earlier today.
- i) **Vision Statement Committee:** S. Perez reported that he will have information in the future following ongoing discussions with Anh Nguyen, Communications Consultant.

- 11. ARCA Report** - R. Blumberg reported that RCRC will continue working collaboratively with other regional center Executive Directors on a White Paper regarding Early Intervention that will be submitted to the ARCA Board of Directors. He commented that we focus on reactive strategies which are harmful and we need to identify kids who are at risk of emotional and behavioral difficulties and focus on this as a system so that we can change the trajectory of children's lives and keep families together.

S. Perez reported that he emailed to the Board and the facilitators an overview of all current issues from ARCA. He would also like to make the Board aware of the efforts to repeal the family cost participation program which was developed during the Great Recession in which there was over \$1 billion in cuts to services for developmental disabilities. However, now that the California economy has rebounded, there are still many cuts still in place, including two for children and families. Under current law, a program called Family Cost Participation Program requires regional centers to pay for less respite, daycare and camp (which have been suspended) and families are expected to make up the difference in share of costs called the Annual Family Program Fee that charges families for services, essentially taxes on disabilities. SB412 (Rep. J. Stone) repeals these taxes and removes these barriers. S. Perez will be emailing this information to the Board as well. S. Perez reports that the next ARCA meeting is in June and he will share additional information during the July meeting.

- 12. Old/Tabled/Unfinished Business** – S. Perez reports that there is none.

S. Perez called for lunch break at 12:28 p.m.

S. Perez called the meeting back to order at 1:00 p.m.

13. New Business

- a) **Election of Officers 2019/2020** – S. Perez reported that he sent an email to the Board asking Directors to let him know if they would be interested in serving as officers or if anyone would like to submit nominations for officers. S. Perez commented that he did not receive any additional requests and presented the following Slate of Officers as follows:

President, Steve Perez
Vice President, Shirley Valente
Treasurer, Keith Peeples
Secretary, Isis Brenner-Ward
Client Advocate Advisor – Bill Lacy

M/S/C S. Perez (A. Hillix) moved to accept the Slate of Officers: S. Perez as President, S. Valente as Vice President, Keith Peeples as Treasurer, Isis Brenner-Ward as Secretary and Bill Lacy will continue as the Client Advocate Advisor

S. Perez asked for the reappointment of all eligible Board members for the 2019/2020 term and it was noted that both M. Yates and T. Galletti are terming out July 2019. B. Fontaine reported that the board no longer elects its members and the previous way of splitting the 7 year term limit by 3 year/4 years system should be done away. B. Fontaine recommends that the Bylaws and Standing Rules be reviewed and updated as Board members are now appointed and no longer elected.

S. Perez recommends reviewing the Bylaws and Standing Rules in the coming year. In the meantime, members who have terms that are continuing will continue to serve if they so wish. Members may serve on the Board no longer than 7 years in an 8 year period. It was noted that all existing Directors have received the Oath of Office when they were first seated and renewing the Oath is not a requirement.

14. County Liaison

- a) Humboldt County:** B. Lacy reported that INK Lab in Old Town, Eureka held their grand opening. M. Yates reported that they will be making books of their stories and poetry. B. Lacy will be making a postcard book and making stamps.
- b) Del Norte County:** S. Jackson indicated that his agency is utilizing HCBS funding and providing free Person Centered Thinking Training which will be their eight or ninth installment with providing this training to community members. There has been great interest from other service providers as well as parents. The next training will be June 18th and 19th and educators/schools will be participating. There will be another training August 13th and 14th. If anyone is interested, please contact S. Jackson. In closing, S. Jackson noted that they are in talks with the Tolowa Nation and their director of housing to develop lower income and affordable housing within the greater community of Crescent City which will be a 2 to 3 year project.
- c) Lake County:** K. Peeples reported that they will be celebrating Cinco de Mayo tomorrow.
- d) Mendocino County:** S. Valente noted that, as a parent, she'd like to know more about upcoming trainings and events and asked how invitations are sent. R. Blumberg reported that RCRC is currently addressing these issues to determine how we can improve communication with community members. It is noted that RCRC currently post upcoming trainings on Facebook, the RCRC website, and post flyers in all offices. Another option that RCRC is looking to develop is an agency Newsletter that could include a calendar of events, similar to what was sent for Autism Awareness Month activities. R. Blumberg welcomes any thoughts and ideas from the board to help address these issues. A person designated to maintain a calendar and newsletter is something RCRC is considering for the future. A. Hillix commented that she would be willing to volunteer to provide assistance with publishing a Newsletter.

Isis Brenner-Ward reported the following: If anyone is looking for summer activities, check out the C.V. Starr Community Center which has great programs available including special needs community integration programs. Programs include kayaking and swimming.

15. **Community Input:** Mr. Joe Ayers reported that during the lunch break he had a wonderful conversation with both R. Blumberg and L. Esralew and thanked them both for their work regarding the planned trainings for local law enforcement. Mr. Ayers also commented that he has heard that a new supported living service on the coast is doing a great job.

16. Adjournment:

M/S/C. Perez (B. Fontaine) called for adjournment at 1:30 p.m.

The next RCDSC Board of Directors meeting will be held at 7:00 p.m. on Friday, July 12, 2019 at the Humboldt County Office of Education in Eureka followed by the Board Development Training on Saturday, July 13, 2019 from 9:00 a.m. to 12:00 p.m. at the same location.



**Isis Brenner-Ward, Secretary
RCDSC Board of Directors**

KAO