

**REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION  
MINUTES**

**Regular Meeting  
Board of Directors**

**FY 2015-16 #  
Saturday, Nov. 14, 2015  
Lakeport, CA**

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**DIRECTORS PRESENT**

Dorothy Pasch  
Jason McCuan  
Shirley Valente  
Dina Macdonald

Mary Yates  
Pamela Jensen  
Alina Marquardt  
Brenda Frace-Folk  
Cathy Seames-Miller

Trixie Galletti  
David Matson  
Elizabeth Kordes

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**DIRECTORS ABSENT**

Adelia Leonard

Mary Wheatley

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**FACILITATORS PRESENT**

Dana Vaughn

Robert Tippey  
Kristi Patterson

Wanda Henderson  
Donna Smith

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**STAFF PRESENT**

Clay Jones  
Chris Miller

Donna Landry-Rehling

Patrick Okey

Mary Block

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**OTHERS PRESENT**

Jennifer Pittam      Allan Smith, DDS

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1. **Call to Order/Roll Call/Introductions/Timekeeper** - The regular meeting of the RCDCS Board of Directors was called to order by Vice-President D. Macdonald at 9:04 a.m. The disclaimer regarding the recording of today's meeting was read aloud. A quorum was present. P. Jensen agreed to be today's timekeeper.
2. **Reading of the Vision** - P. Jensen and D. Macdonald read aloud the Vision of the Redwood Coast Regional Center.
3. **Community Input** - None
4. **Approval of Agenda**  
**M/S/C – C. Seames-Miller (D. Pasch) moves to approve the agenda.**
5. **\*Approval of September 12, 2015, Minutes**  
**M/S/C – M. Yates (J. McCuan) – moves to accept the September 12, 2015, minutes with the following adjustments: add Dana Vaughn's name to the facilitators present; at Item #11, change the text of the second bullet to read "...upstairs from the Brenda Tuxford Gallery"; at the fourth bullet, change "a community member" to read "Dorothy Hudson".**
6. **Executive Director's Report** – C. Jones referenced his report and reiterated that this is a very good time to continue advocating for services. Santi Rogers, DDS Director, has announced his retirement. An interim Director will be appointed while candidates for the

position are sought. Between now and January, RCRC will evaluate its ability to hire additional service coordination staff. The State Department of Finance has requested information in order to learn more about regional centers and how we spend our Operations budgets. RCRC is one of six regional centers which was invited to complete a survey. The six regional centers represent small, rural centers, medium sized centers, and large, urban centers. These regional centers will have an opportunity to provide input to the Department of Finance. This is the first time that the state's Department of Finance has demonstrated an interest in how regional centers utilize and spend their Operations budgets.

- The revised draft 2016 Performance Plan was included in the meeting packet. Following its review, C. Jones explained how input to the draft was gathered through public meetings and surveys. Once approved by the RCRC Board of Directors, the Plan will be submitted to the DDS.

**M/S/C - A. Marquardt (M. Yates) moves to approve the draft Performance Plan.**

- DDS has notified RCRC that the board does not meet the requirement for representation from the Hispanic citizens in the RCRC catchment area.

**ACTION: There is one board member of Hispanic descent serving on the board. D. Landry-Rehling will follow up to confirm this and get this information to C. Jones.**

- With the implementation of making a digital recording of this and future board meetings, C. Jones explained how this decision came about and how the audio recording will be posted on the RCRC website. The disclaimer that was read today will be read at the start of each meeting. **ACTION: Signage will be prepared and posted at the doorway to each meeting, as well as noted on the meeting's sign-in sheet, disclosing the fact that the meeting is being recorded for posting.**

**7. Administrator's Report** – P. Okey referenced the Administrator's report that was distributed with the board packet. He explained the various graphs and expenditure data. Some of the details noted are:

- Statewide, very little has changed since the last board meeting.
- It was noted that monthly POS expenditures per client are trending downward. Various categories of spending were also discussed.

- With regard to the status of the Client Benefit Fund monies, P. Okey provided an analysis of the earnings of the two Client Benefit Fund accounts – Community Foundation of Mendocino Co. and Humboldt Area Foundation. The annual yield of each fund since 2010 was 3.32% and 5.89% respectively. **ACTION: The Client Benefit Fund committee (McCuan/Macdonald/Fontaine) will consider ways in which the fund might receive the best 'return' and will bring recommendations to the board.**

- The DDS audit has concluded and their report is forthcoming.

**8. Executive Committee Report** - D. Macdonald noted that some regional centers are

considering activities to celebrate the 50 year anniversary of the enactment of the Lanterman Act. One idea for the RCDSC board would be to hold a movie event to help increase awareness of the Lanterman Act. All other ideas are welcome.

- 8a. Vendor Advisory Committee Report** – P. Jensen noted that the ASP met on November 9, 2015. Highlights of the report are:
- UVAH has given 30-day notices to two part-time clients because UVAH cannot afford to operate without a 3:1 ratio of clients to staff. Requests for more flexible staffing were denied. The annual golf tournament fundraiser yielded \$10,000. The contract work crews are doing well. A grant has been submitted for the purchase of a new vehicle.
  - People Services staff met with Senator M. McGuire and Assembly Member B. Dodd in Lake County. The People Service's thrift store was opened to those affected by the Valley Fire. The various activities they have been involved in were noted. 20 staff and clients were affected by the fires.
  - State Council-North Coast Office has conducted training for first responders. In late Spring or Summer, a bicycle riding program will be offered in Ukiah.
  - Changing Tides celebrated their 40<sup>th</sup> anniversary this summer and are recruiting for more staff.
  - Families United families and staff have been impacted by the Valley Fire. Staff are needing to move outside the area due to limited housing. Staff turnover is very high and it has been difficult to locate people to hire.
  - Rural Human Service/Supported Living Services are connecting with mental health child services for transition services. Their radio program is going well.
  - Parents and Friends made \$10,000 from a recent fundraising event. Due to the award of a block grant, clients are developing business plans and may be picked up by the Department of Rehabilitation for help in getting their businesses going.
  - RCRC – C. Jones provided an update of recent activity at the regional center offices and thanked the providers for their help during the Valley Fire. A new computerized phone system is being developed for RCRC. The agency has undergone back to back audits and expect the results in the next few of months. The group was encouraged to continue advocating for no cuts to the Health and Human Services budget.
  - Dr. Ruth Meyer will be in Eureka on May 12 and in Ukiah May 13, 2016, to discuss aging issues with the people served by RCRC.
  - Medical Profiles - A copy of a one-page profile designed to capture information that can assist clients when they require medical attention was distributed. In developing this tool, the hospital was included in discussions.
- 8b. ARCA Report** – It was noted that the ARCA Board is working on the ARCA strategic plan for 2015-2016. One of the main focus areas is the effort to stabilize funding for the system.
- 8c. ARCA CAC** – C. Miller referenced his written report (included in the board packet) and commented that, at the January CAC meeting, he will be talking with the group about writing letters to legislators. It was the group's impression that legislators seem to be more informed about regional centers at this time. E. Kordes noted that she is still

considering the ARCA CAC representation opportunity.

**9. Tabled/Unfinished/Old Business – None**

**10. New Business - None**

**11. County by County Liaison**

- E. Kordes requested an update about the individual whose issues were presented in a letter at the last board meeting. M. Block reported that the issue has been resolved.
- M. Yates reported that she has a new business card reflecting her status as an artist. She talked about some of the other upcoming art shows.
- D. Pasch noted that things seem to be going ok with the new services in Del Norte County.
- P. Jensen noted that the Black and White Ball is coming up on December 11<sup>th</sup> in Ukiah. D. Matson remarked that the Halloween party was well attended.
- A. Marquardt commented about how well the community came together to support Lake County communities that were affected by the Valley Fire. She and her family were evacuated for 7 days, but were spared any severe loss. Her son also received his black belt recently.
- C. Seames-Miller reported that she was incapacitated for three weeks following an at-home accident. She also was spared from the fires. She announced that she has been hired by Lake County Behavioral Health and described the type of work she'll be doing and the types of programs and activities planned. In May she attended a stakeholders meeting for a drop-in center in Kelseyville. The need for housing for those affected by the fires as well as others who are living homeless in Lake County was described.
- C. Jones commented that RCRC has a tremendous appreciation for the people of Lake County who all worked together for the good of all during the Valley Fires. RCRC staff reached out to be certain that every person served was accounted for. First responders, staff, community members all worked together. M. Block had FEMA information available.

**12. Community Input - None**

**13. Adjourn – The meeting was adjourned at 11:43 a.m. The next meeting is scheduled for January 9, 2016, in Eureka, CA.**

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Dorothy Pasch, Secretary  
RCDSB Board of Directors