

**REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION
MINUTES**

**Regular Meeting
Board of Directors**

**FY 2016-17 #3
Saturday, January 7, 2017
Ukiah, CA**

DIRECTORS PRESENT	Mary Yates	Trixie Galletti
David Matson	Keith Peeples	Alina Marquardt
Shirley Valente	Pamela Jensen	Cathy Seames-Miller

DIRECTORS ABSENT		
Mary Wheatley	Elizabeth Kordes	Nicole Dekelaita

FACILITATORS PRESENT		
Wanda Henderson	Kristi Patterson	Dayna Dodson
Dylan Hongola	Donna Smith	

STAFF PRESENT		
Rick Blumberg	Donna Landry-Rehling	Patrick Okey
Kim Nash	Mary Block	Lenord Swope

OTHERS PRESENT	Clay Jones	Jennifer Pittam
Allan Smith, DDS	Jolanda Ingram-Obie	Beverly Fontaine
Valerie Johnson		

1. **Call to Order/Roll Call/Introductions/Timekeeper** - The regular meeting of the RCDSC Board of Directors was called to order by President C. Seames-Miller at 9:02 a.m. The disclaimer regarding the recording of today's meeting was read aloud. Roll call was taken and a quorum was present. B. Fontaine agreed to be today's timekeeper.
2. **Reading of the Vision** – P. Jensen and S. Valente read aloud the Vision of the Redwood Coast Regional Center.
3. **Community Input**
– Lenord Swope, RCRC staff, expressed appreciation for being present to witness the transition of one RCRC executive director to another.
4. **Approval of Agenda**
M/S/C – P. Jensen (M. Yates) moves to approve the agenda with the following additions: add Item 5(a) Approval of the Minutes of November 19, 2016, Special Board Meeting to address the Performance Plan and a Closed Session to address succession planning; add Item 5(b) granting Executive Director, Rick Blumberg, the authority to sign checks and take leadership of the agency.
5. **Approval of the November 5, 2016, Minutes**

M/S/C – A. Marquardt (M. Yates) moves to approve the November 5, 2016, minutes as presented.

M/S/C – C Seames-Miller (S. Valente) moves to approve the November 19, 2017, Special Board Meeting Minutes as presented.

M/S/C - P. Jensen (S. Valente) moves to approve the acknowledgement of the hiring of Rick Blumberg as the executive director of Redwood Coast Regional Center and thereby acknowledges and empowers him to enter into contracts, sign checks, and to conduct all other business on behalf of the agency.

President C. Seames-Miller introduced R. Blumberg. Dr. Blumberg expressed gratitude for everyone's confidence in him and noted that he will work hard everyday to be certain that the mission of the agency is moved forward into the future.

6. Executive Director's Report – C. Jones and R. Blumberg referenced the written report that was submitted.

- The Governor's budget for FY 2016-17 provided ongoing funding for additional service coordinator positions across the 21 regional centers. It also provided growth funding which more closely matches the increase in the number of clients served by the regional center system.
- The California legislature passed ABX 2 1, infusing needed dollars into the community-based service system, effective July 1, 2016.
- The Association of Regional Center Agencies (ARCA) is now putting out informational news summaries in order to keep regional centers informed about activities at the federal, state, and local levels.

C. Jones commented that he is pleased with the board's selection of Dr. Rick Blumberg as the next executive director. Dr. Blumberg provided a brief summary of his educational and professional background, noting that he has worked in the field of intellectual/developmental disabilities for over 35 years. He emphasized the value of collaboration and inclusivity. He also acknowledged the passing of one of RCRC's finest service coordinators, Dean Crosthwait.

7. Administrator's Report – P. Okey referenced the written report that he had distributed and provided a brief overview of its contents.

- The Fiscal Year (FY) 2016-17 Statewide budget includes increased funding due to the passage of ABx2 1.
- RCRC's spending authority for FY 2016-17 is \$92.7 million for Purchase of Service (POS) and \$10.2 million for Operations (OPS).
- RCRC's client count has increased from 3,725 in FY 2015-16 to 3,823 in FY 2016-17.
- The current Sufficiency of Allocation Report (SOAR) projects that RCRC will be underfunded in POS by about 6% (\$5.5 million dollars) at year-end

- unless additional POS funds are received.
- The various charts and graphs included in the report were briefly discussed and it was noted that the transfer of Client Benefit Fund monies has been completed. The Fund is now entirely deposited with the Humboldt Area Foundation.
- There is no news with regard to the October 2015 DDS audit. However, the draft independent audit report for the 2015-16 fiscal year has been received. RCRC has received no findings again this year.

ACTION: Once the independent audit is finalized, a meeting of the Executive Committee will be called in order to review the audit. Auditors will also be present at the March board meeting to address the audit as well as RCRC's tax statement.

- With regard to agency staffing, RCRC has a 8.7% vacancy factor.

8. Executive Committee Report

- a) Appointment/swearing in of new board members - C. Seames-Miller offered appointment to the RCDSC Board of Directors to Jolanda Ingram-Obie and to Beverly Fontaine. The two candidates accepted the appointment and were seated at the table.

ACTION: C. Seames-Miller administered the Oath of Office to B. Fontaine and J. Ingram-Obie. Both appointees spoke of their educational and professional backgrounds and expressed excitement about becoming part of this organization.

- b) Appointment of RCDSC Vice-President -

M/S – C. Seames-miller (B. Fontaine) moves to table this item until the March meeting.

ACTION: Motion was withdrawn following discussion.

M/S/C - S. Valente (P. Jensen) moves to appoint B. Fontaine as Interim Vice-President until another member agrees to cover the position.

1 abstention (B. Fontaine)

8a. Vendor Advisory Committee Report – The Alliance of Service Providers (ASP) met on Jan 4, 2017. P. Jensen provided the following updates:

- CBEM (Creating Behavioral and Educational Momentum) – The Ukiah office was opened in July and is currently serving 18 clients.
- Community Catalyst California – They report that things are stable.
- State Council – Northcoast Office – D. Gorney shared resource on how to eat well for \$4 per day. There are recipe books available as well. She also noted that there are federal Section 8 housing vouchers available, but very little available rental housing.
- Parent Vendor – It was reported that Santa visited RCRC offices. She recommended that parents receive special needs trust training. Redwood Coast housing has a website and helps older people live independently.

- Trajectory – They are helping artists with career development.
- City Ambulance – They reported that they have several new vehicles with which to shorten routes and reduce ride times.
- Community Employment Links – Things are going well as they assist those who want competitive employment.
- Disability Rights - David Weafer, Clients' Rights Advocate (CRA), provided information about training that are available to providers with regard to clients rights, abuse reports, and other topics. They are also looking for accessible office space in Eureka.
- RCRC Report – Newly hired Executive Director, Dr. Rick Blumberg, provided updates with regard to the Governor's budget, the passage of ABX2 1, the minimum wage increase and various trainings that are coming up. The Self-Determination Local Advisory Committee continues to meet and they are seeking a client/family member to serve as the Del Norte County representative. In 2017, the Committee will meet every other month, beginning in February. A draft blueprint initiative for competitive employment is able to be viewed on the DDS website.

8b. ARCA Report – C. Seames-Miller noted that she has received the ARCA meeting schedule and will consider attending the ARCA meeting when she can.

8c. Election Committee Report

- a) Proposed revisions to the election process in the Bylaws – S. Valente reminded the board that support for revising the election process was expressed at the last meeting. She noted that RCRC is the only regional center who uses paper ballots to select board membership. She posed the question again to the board members with regard to their wishes.

ACTION: It was the consensus of the RCDSC Board of Directors to begin revising the Election process of the Bylaws and eliminate the current process.

M/S/C – B. Fontaine (A. Marquardt) moves that the RCDSC Board of Directors establish an Ad Hoc Bylaws Committee to address changes to the bylaws with regard to the process of getting board members and, once developed and approved, abandon the previous process.

ACTION: The Ad Hoc Bylaws Committee consists of S. Valente, J. Ingram-Obie, and P. Jensen. C. Seames-Miller resigned from the Election Committee and won't be serving on the Ad Hoc Committee. D. Landry-Rehling will forward materials pertinent to the election process to the Ad Hoc Committee members.

- b) Recruitment/Outreach – Currently, Public Service Announcements are distributed regularly by D. Landry-Rehling when vacancies exist on the Board.

- c) Board Development – R. Blumberg and C. Jones distributed written materials regarding board training. Attorney, Michael Monk, has worked with other regional center boards and was recommended as a possible presenter/trainer at this board’s annual July orientation/training. It was noted that Mr. Monk is available for the board’s July meeting date.

M/S/C – S. Valente (P. Jensen) moves that R. Blumberg contact Mr. Monk and negotiate Mr. Monk’s fee for a training at the Annual Meeting of the RCDSC Board of Directors on July 15, 2017, in Eureka, California. In addition, the amount of up to \$4000 will be set aside as the fee allocation.

ACTION: R. Blumberg will select various RCRC staff to provide a 15-minute informative presentations at each board meeting regarding the department in which they work. The agenda item for this activity will be titled “Board Development” and will be considered a stand-alone committee on ongoing board agendas.

9. Old/Tabled/Unfinished Business – None

- 10. New Business - S. Valente requested that a letter be drafted and sent to the family of Mr. Crosthwait (and shared with RCRC) about the positive contributions he made to families, the agency and the community.**

ACTION: S. Valente will draft the letter to Mr. Crosthwait’s family. R. Blumberg noted that a celebration of Mr. Crosthwait’s life and work is being plan for February. Notification will be made to all.

- A. Marquardt expressed concern about the agency losing service coordinators and other long term employees who have in-depth knowledge and experience with regard to the Lanterman Act and services.

ACTION: R. Blumberg will follow up with RCRC Human Resources and share the concerns expressed.

11. County by County Liaison

- C. Seames-Miller noted that she met with R. Blumberg at an autism clinic in December. She described some of the collaborative work that is underway with regard to individuals on the autism spectrum.
- M. Yates reported that one of the artist studios has relocated in Old Town Eureka.

- 12. Community Input – K. Nash distributed a listing of the California Health and Human Services Agency websites. It included the website for accessing the “blueprint” noted earlier in this board meeting.**

www.chhs.ca.gov/Pages/Home.aspx .

13. **Adjourn** – The meeting was adjourned at 12:31 p.m. The next meeting is scheduled for Saturday, March 25, 2017, in Crescent City, CA.

_____/s/_____
Shirley Valente, Secretary
RCDSC Board of Directors
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