

**REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION  
MINUTES**

**Regular Meeting  
Board of Directors**

**FY 2016-17 #5  
Saturday, May 20, 2017  
Fort Bragg, CA**

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**DIRECTORS PRESENT**

David Matson  
Pamela Jensen  
Steve Perez

Mary Yates  
Keith Peeples  
Cathy Seames-Miller

Trixie Galletti  
Alina Marquardt  
Jolanda Ingram-Obie

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**DIRECTORS ABSENT**

Elizabeth Kordes  
Shirley Valente

Beverly Fontaine

Nicole Dekelaita

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**FACILITATORS PRESENT**

Wanda Henderson  
Donna Smith

Kristi Patterson  
Andrew Sparks

Dayna Dodson

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**STAFF PRESENT**

Rick Blumberg  
Kim Nash  
Mayra Ochoa

Donna Landry-Rehling  
Mary Block  
Cheryl DeSoto

Patrick Okey  
Chris Miller  
Nichole Hayden

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**OTHERS PRESENT**

Allan Smith  
Kyle White

Debbie Kindley  
Carol White

Rick Moon

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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 President C. Seames-Miller at 9:05 a.m. The disclaimer regarding the recording of today's meeting was read aloud. A quorum was present. Board members S. Valente and E. Kordes have resigned. Their resignations have been accepted. P. Jensen agreed to be today's timekeeper.
  2. **Reading of the Vision** – S. Perez and C. Seames-Miller read aloud the Vision of the Redwood Coast Regional Center.
  3. **Closed Session** – Board members conducted a closed session to receive the Committee recommendations for grant recipients of Client Benefit Fund monies.
  4. **Community Input**  
- D. Kindley, State Council on Developmental Disabilities, reported that the Council's meeting is next week. Interested community members can participate

in the meeting via telephone call. The pertinent call-in information was distributed. Stories about the impact that Medicaid has had in the lives of adults with developmental disabilities are being collected to share with legislators in Sacramento. This is part of the effort to encourage legislators to keep these needed medical insurances. Quality Assessment surveys have been sent out to Californians receiving services. The data collected is intended to show support for the need to keep these threatened services. Interviewers are also being sought to conduct face-to-face interviews to collect data. A stipend is being offered to persons conducting those interviews.

- K. White announced that his micro business is celebrating its 15<sup>th</sup> anniversary. His mother, C. White, noted that she has been in the “system” for many years and thanked the board for holding meetings in the community.

## **5. Approval of Agenda**

**M/S/C – S. Perez (M. Yates) moves to approve the agenda.**

## **6. Approval of the March 25, 2017, Minutes**

**M/S/C – P. Jensen (C. Seames-Miller) moves to approve the March 25, 2017, minutes as written.**

## **7. Executive Director’s Report – R. Blumberg noted that he plans to acknowledge S. Valente’s service on the board.**

- American Health Care Act – Major provisions of Medicaid and its impact on persons with disabilities were described. **ACTION: D. Landry-R will distribute this document to board members.**

- Throughout the State there is focus on ensuring that all eligible Californians have access to regional center services. Data has indicated disparity and inequities in such access, and positions have been funded by the State to reach out to the underserved communities. At RCRC, Mayra Ochoa has been selected as the Diversity Outreach Specialist. Ms. Ochoa will make a presentation later today. Activities in process were noted, including updating and enhancing of RCRC’s website by translating materials into other languages and the possible utilization of “readers” for those with limited reading abilities.

- RCRC’s new Human Resources Manager, Nichole Hayden, was introduced. More effective methods of recruitment and retention are being examined. It was noted that RCRC needs to recruit outside of the RCRC sphere and reach out into higher education facilities like Humboldt State University, Sonoma State University, and Marymount Lakeside (Lake Co.). Time will also be invested in identifying and creating opportunities for students to be mentored by RCRC staff.

Interest is high for these ongoing recruitment efforts. RCRC is also exploring the use of other payroll services providers. With regard to professional staff development, monthly educational presentations will be offered to RCRC staff. The schedule will be posted on RCRC's website once developed.

- Clinical services has contracted with Dr. Lucy Esralew. She is considered one of the most esteemed neuro-psychologists in America. She will also be a consultant to pediatricians providing services to RCRC clients.

8. **Administrator's Report** – P. Okey referenced the administrator's report that was distributed with the board packet.

- Statewide, the Sufficiency of Allocation Report (SOAR) revealed that eleven regional centers are projected to be underfunded by the end of the year. In Operations statewide, regional centers have a projected \$26.4 million shortfall. The various projected outcomes of the governor's May revise were discussed and, with the pending developmental center closures, regional centers can expect to receive a little more money. Due to the augmentation of DDS staff and new regulations, the DDS will receive a 16.6% increase next year. The proposed repeal and replace of the Affordable care Act is being closely watched.

- RCRC's Fiscal Year 2016-17 – RCRC received an additional \$10.3 million in Operations and \$93 million for Purchase of Services. RCRC is expecting to come under budget at year's end for Operations by a very slim margin. P. Okey noted that the DDS cash flow problem has been passed on to regional centers in that the March claims were paid at 55% of the total costs, and will be paid at 50% for April's claims. A line of credit is in place that RCRC draws upon to pay RCRC's service providers, et al.

**ACTION: S. Perez suggested that a footnote be added in the report indicating that nine of the ten RCRC clients currently in developmental centers have been court ordered commitments.**

- DDS Audit Report of 2013-14 and 2014-15. The draft audit report was received and RCRC responded in February 12017. The final report has not yet been received. Each of the audit findings from the report were reviewed and it was noted that responses to the findings have been made and that most of the findings have been resolved.

- The RCRC staff vacancy factor is currently 11.9%. Fourteen positions have been filled between March first and the end of May. The methods of filling the various positions were noted. With regard to RCRC's caseload ratios, the agency still needs two additional service coordinators in order to come into compliance.

9. **Executive Committee Report** - C. Seames-Miller reported that the position of Board Secretary is vacant due to a recent resignation.

**ACTION: This topic is tabled and carried over to the July meeting: Filling of the Secretary position.**

With regard to filling current vacant board positions, it was suggested that the Board Development Committee contact former board members to determine their level of interest in serving again.

- 9a. **Budget Committee** – S. Perez noted that service provider contract reviews for Fiscal Year 2017-18 have been completed in accordance with DDS guidelines.  
**M/S/C – S. Perez (C. Seames-Miller) moves to approve the contracts of the 2017-18 fiscal year . 1 abstention (P. Jensen).**

S. Perez explained the function of the Budget Committee and how his background in administration at a state prison is beneficial to understanding the State budget with regard to RCRC funding. He explained how the budget tells us about things that may not come out in general discussions and assured the board that, as Chair, he will communicate his questions to staff and the Executive Committee as they come up. Other types of information one might glean from the numbers included: where staff energies are being expended, how staff development opportunities are being created, and how inspiration might come from the review of the numbers in the Administrator's report.

- 9b. **Board Development** – C. Seames-Miller introduced Ms. Ochoa, RCRC's Diversity Outreach Specialist. Ms. Ochoa Introduced herself and spoke about her background and plans for identifying and eliminating barriers and obstacles that make full access to RCRC services challenging in underserved populations. Cultural diversity and cultural competency training is planned, along with participating in community events that will provide RCRC greater visibility in communities. It was noted that building relationships with community leaders and groups will serve the greater good of all involved.

**ACTION: Those with knowledge about cultural competency trainers are asked to provide that information to Ms. Ochoa.**

**ACTION: A letter from San Diego Regional Center's Executive Director, Carlos Flores, to his board of directors regarding immigration will be distributed to the RCDS board members by R. Blumberg. RCRC will also create its own letter prior to the next board meeting. This topic is to be placed on the next board meeting agenda. Once that document is approved, it will be posted to the RCRC website.**

**M/S/C – S. Perez (C. Seames-Miller) moves that the RCRC Executive Director share Carlos Flores' letter regarding immigration and, following approval of RCRC's statement, RCRC's letter will be posted on the website.**

**ACTION: The topic of cultural diversity outreach is to be placed on each RCDSB board meeting agenda going forward.**

**9c. Vendor Advisory Committee Report** – P. Jensen offered the following highlights from the recent meeting of the group.

- Trajectory reported that DDS has accepted their Home and Community Based Services proposal.
- CBEM reports having a good trend in referrals and supporting individuals in the Eureka area. In Del Norte Co., they are bridging with local first responders for disaster response planning. In Fort Bragg, they expect to be providing services for four individuals very soon.
- HCAR's recent rummage sale netted them \$1,600. The Studio's fundraiser earned enough for them to purchase a new potter's wheel. A grant from the McLean Foundation will be used to purchase computers for clients to create resumes and conduct job searches. Wage adjustments in June/July will allow HCAR to enhance staff salaries.
- Reaching for Independence – They have been waiting for 1.5 years to receive a response to their application to Community Care Licensing. They hope it is getting close to approval.
- City Cab participated in the Autism Walk last month.
- Community and Employment Links hopes to expand services to provide support to more people.
- NCALC shared information about the hiring of some new staff, trainings that have taken place, and the challenges they have experienced with obtaining medical and financial consents.
- People Services has been participating in a variety of community events and trainings, and has a DDS Supports Review Team arriving in August.
- State Council on Developmental Disabilities noted that Dawn Morley is now retired. The Alex Rorabaugh Recreation Center provides free community use on specific days. Also, free identification cards are available for clients throughout the RCRC catchment area.
- Supportability staff in Lake Co. have attended transition meetings for local graduating high school students. In addition, three new staff have been hired.
- UVAH reported that the recent transition panel meeting went well. A situation regarding a hospitalized client needing surgery was noted, and various upcoming events were noted.
- RCRC representative, Kim Nash, provided updates on the public POS disparity meetings, the retirement of the Human Resource Manager, the new Client Services Manager hires, various position vacancies and hirings, the governor's

budget, the Waiver timelines, the new behavioral psychologist contract, and various other activities of the agency.

For details of all reports by attendees, the notes of the meetings are posted on the RCRC website – [www.redwoodcoastrc.org](http://www.redwoodcoastrc.org) .

- 9d. ARCA/ARCA CAC Report** – C. Seames-Miller reiterated some of the points made by others and noted the potential negative effects of proposed changes at the federal level. She encouraged everyone to continue to advocate for health care.

C. Miller, RCRC Client Advocate, referenced his report that was included in the board packet. The statewide self advocacy group participated in a training about conservatorship. The new ARCA CAC chair is Liz Rodriguez.

**10. Old/Tabled/Unfinished Business**

a) Proposed Bylaws Revisions - P. Jensen presented the proposed revisions and updates that were discussed at the March board meeting.

**M/S/C – P. Jensen (S. Perez ) moves that the board accept the May 15, 2017, final proposed revisions of the RCDSC bylaws.**

b) Client Benefit Fund Recommendations – A. Marquardt reported that the Client Benefit Fund Committee met, selected the recommended recipients of a grant, and recommended that the following grants be accepted:

- \$189.95 for a vehicle battery
- \$250.00 for an iPad
- \$140. 95 for a weighted blanket

**The total withdrawal from the Client Benefit Fund is \$580.90.**

**M/S/C – A. Marquardt (P. Jensen ) moves to approve the Client Benefit Fund recommendations and authorizes the disbursement of funds.**

**11. New Business - None**

**12. County by County Liaison –**

- M. Yates is making buttons for the Kinetic Sculpture Race.
- A. Marquardt expressed concerns about getting into appointments timely.
- D. Matson attended a Cinco de Mayo event in Ukiah and will be attending a People First gathering in Sacramento this June.
- J. Ingram-Obie noted that the executive director of Rural Human Services has resigned recently. The agency is considering re-designing its management structure to reflect more of a team approach.

- C. Seames-Miller noted that May is mental health awareness month. She is continuing to work with the rapid rehousing program, among other activities that she has been involved in.

**13. Community Input – None**

- 14. Adjourn –** The meeting was adjourned at 12:51 p.m. The next meeting is the Annual Meeting. The board’s business meeting is scheduled for Friday, July 14, 2017, with the Board Orientation set for Saturday, July 15, 2017, in Eureka, CA.

\_\_\_\_\_/s/\_\_\_\_\_  
Cathy Seames-Miller, President  
RCDSB Board of Directors  
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