

**REDWOOD COAST DEVELOPMENTAL
SERVICES CORPORATION
Regular Meeting
Board of Directors**

**MINUTES
FY 2012-2013 #1
Saturday, September 22, 2012
Eureka, CA**

DIRECTORS PRESENT	Tara Hawkins	Mary Wheatley	Pamela Jensen
Silas M. Morrison	Kelly Livingston	Beverly Fontaine	David Matson
Claudia Boudreau	Denise Rusk	Dorothy Pasch	Trixie Galletti
Mary Yates	Jesus Baleon	Brandon Boelter	Jason McCuan

DIRECTORS ABSENT
None.

FACILITATORS PRESENT

Patrick Cross	Ramona Tate	Connie Davies	Robert Tippey
Kristi Patterson			

STAFF PRESENT

Clay Jones	Donna Landry-Rehling	Patrick Okey	Mary Block
Kim Nash	Chris Miller		

OTHERS PRESENT

Deborah Kindley	Betty Pomeroy	Clyde Pomeroy	2 Eureka guests
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- 1. Call to Order/Roll Call/Introductions** - The regular meeting of the RCDSC Board of Directors was called to order by President K. Livingston at 9: 05 a.m. A quorum was present. All persons in attendance introduced themselves.
B. Fontaine agreed to be today's timekeeper.

K. Livingston noted that shortly after the July board meeting, board member Ana Mahoney resigned due to health concerns. Ms. Mahoney passed away unexpectedly on September 11, 2012. A moment of silence was observed in her honor.
- 2. Reading of Vision** – M. Wheatley and P. Jensen read aloud the Vision of the Redwood Coast Regional Center.
- 3. Community Input**
 - Eureka guest reminded those present of several activities going on in the community today. She also invited interested persons to participate in the revision of the parent handbook produced by the local SELPA's Community Advisory Committee.
 - Chris Miller, RCRC Consumer Advocate, offered information about a 'bullying training' that he will be conducting. The training will begin in Del Norte County.

4. *Approval of Agenda

M/S/C – C. Boudreau (B. Fontaine) moves to approve the agenda as presented.

5. *Approval of July 27, 2012, Minutes

M/S/C – P. Jensen (T. Hawkins) moves to approve the minutes for July 27, 2012, with the following correction: Page 2, #6, line 2 - Change “3%” to “4.5%”.

6. Executive Director’s Report – C. Jones referenced his report in the board packet:

- RCRC has received its D-1 budget allocation. The OPS budget in the D-1 is 98% of last year’s final allocation, and the POS budget is 93% of last year’s total allocation. It is still not known whether or not the service system as a whole will have additional new reductions this year, depending on how California citizens vote in November regarding the ballot initiative to increase taxes.

- C. Jones distributed a copy of the proposed Draft Policy Statement Regarding Access to Behavioral Health Treatment Services from Private Health Insurance for Individuals with Autism Spectrum Disorders to board members. This proposed RCRC policy would address possible assistance from RCRC with the cost of copayments and coinsurance in a specified manner. The specifics were discussed and suggested revisions were accepted. Once the policy is adopted, an information letter will be sent to affected families.

M/S/C - B. Fontaine (M. Yates) moves to approve the draft with noted minor revisions. One board member abstained.

7. Administrator’s Report – P. Okey referenced the financial report that was distributed. He provided an overview and explained each component of the report. In the current fiscal year, RCRC just received its D-1 allocation. The Operations budget is relatively low compared to prior years’ first allocations. Mr. Okey noted that staff discovered billing errors by AT&T. This resulted in a \$200,000 refund from AT&T. This should help the OPS budget significantly. Additionally, several of the cost savings strategies that were implemented last year will be continued this year, with an additional \$20,000 savings expected from one strategy that was not implemented last year. He noted that while the POS allocation for this fiscal year is 93% of last year’s final budget, it is too early to predict what last year’s final allocation will be as RCRC has received additional allocations after the close of the fiscal year for the last five years. Mr. Okey noted that the DDS is pursuing federal funds in several ways in order to augment DDS’ budget. Mr. Okey also offered to adjust the format of the Board’s reports if it would be helpful to board members. Board members may submit suggestions to him.

8. **President's Report** – K. Livingston reviewed the meeting notes from the July board training with D. Pruitt and noted that various outcomes from that meeting will be implemented. C. Jones provided some follow up information as a result of his recent telephone discussion with Ms. Pruitt.

ACTION: At its November meeting, this board will discuss the following items:

- 1) **vendor contract invoicing time lines;**
- 2) **board member liability/insurance coverage. (C. Jones will provide additional information at the next meeting.); and,**
- 3) **Vision/Mission /Value Statements. The board members were asked to give their ideas to K. Livingston in the form of one or two sentences, via email.**

The following board officer was selected:

- a. M. Wheatley is the new Vice-President

The following committee chairpersons were selected

- a. Election/Board Development Committee - B. Fontaine
- b. Budget/Audit Committee – C. Boudreau – P. Jensen, committee member
- c. Personnel Committee - M. Wheatley
- d. Consumer Advisory Committee – J. McCuan
- e. Vendor Advisory Committee – P. Jensen; ASP is her membership
- f. Client Benefit Fund Committee – J. McCuan and B. Fontaine (co-chairs)
- g. Ad Hoc CCS Committee – D. Rusk – D. Pasch, committee member
- h. ARCA – C. Boudreau
- i. ARCA CAC – Vacant – to be filled later.

ACTION: The committee chairs are to ask others to join their committees.

9. **Treasurer's Report** – C. Boudreau deferred to Patrick's report.
10. **Finance/Audit Report** – C. Boudreau deferred to Patrick's report
11. **Executive Committee Report** – No report.
- 11a. **Vendor Advisory Committee Report** – P. Jensen reported that on Oct. 1st, Parents & Friends in Ft. Bragg are opening a thrift store at a new location. People Services reported that they are having difficulty getting work crew contracts due to budget constraints. UVAH is working with the California Disability Services Association (CDSA) to express concerns about ways in which the Lanterman act is being eroded by the legislature. CDSA is proposing community listening groups in order to provide input to the legislature. ARCA, CDSA are now meeting quarterly. She is optimistic about potential outcomes and will keep the board informed. Other ASP members are working hard to keep

services going.

11b. Ad Hoc CCS Committee – No report.

11c. ARCA Report – C. Boudreau reported that the ARCA board met with T. Delgadillo, DDS Director, at its last meeting. She noted that she was very impressed with Ms. Delgadillo's background and her commitment to diligent service provision. At the meeting, there was discussion about options for people who have been placed in institutional settings.

12. Tabled/Unfinished Business – K. Livingston provided S. Morrison with his board appreciation gift.

13. New Business - None

14. County by County Liaison -

- M. Wheatley announced several events that are coming up in Arcata. One is a fundraiser to benefit an autism organization and the other is a bicycle 'blessing' event.

- B. Fontaine reported that a vendor in Del Norte Co. is currently under investigation. As board members are now required to review contracts which provide funding over a certain amount, she felt that it was important that the board members be aware of this fact.

- P. Okey reported that RCRC nurse (Humboldt/Del Norte), Sarah Hames-Anderson has received her certification as a Certified Developmental Disabilities Nurse. She is one of only 400 such certified nurses in the United States.

M/S/C - B. Fontaine (D. Pasch) asked that P. Okey take the boards "congratulations" to Ms. Hames-Anderson and to express to her their pleasure that she is a staff member.

15. Community Input -

- Chris Miller noted that he attended the recent Remembrance Day in Ukiah and suggested that more of an effort be made to keep the spirit of this event in the forefront of our thoughts.

- Patrick Cross shared that he will not be leaving the Eureka area as previously planned.

- S. Morrison noted that he recently enjoyed a visit to his cousin's ranch in another state.

- B. Fontaine asked to be notified of any plans for an RCRC staff picnic or similar

type of gathering.

- The People First Chapter of Ukiah may be coming to visit the Eureka People First Chapter. Chris Miller will notify the board when the date is set.

- 16. Adjournment – The meeting was adjourned at 11:52 p.m. The next meeting is scheduled for Saturday, Nov. 17, 2012, in Lakeport, CA.**

Tara Hawkins, Secretary
RCDSC Board of Directors
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