

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

**MINUTES**  
**FY 2011-2012 #6**  
**Friday, July 27, 2012**  
**Ukiah, CA**

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**DIRECTORS PRESENT**

Brian Ward	Claudia Boudreau	Beverly Fontaine	David Matson
Kelly Livingston	Denise Rusk	Tamera Leighton	Jason McCuan
Tyler Livingston	Pamela Jensen	Ana Mahoney	Ernie Cocco

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**DIRECTORS ABSENT**

Mary Wheetley	Tara Hawkins	Silas M. Morrison
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**FACILITATORS PRESENT**

Wanda Henderson	Brandon Boelter	Derixa Landry
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**STAFF PRESENT**

Clay Jones	Donna Landry-Rehling	Patrick Okey	Mary Block
Cindy Claus-John			

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**OTHERS PRESENT**

Dawn Morley	Dorothy Pasch	Trixie Gillespie	Kristi Patterson
Robert Tippy	Mary Yates	Connie Davies	Jesus Baleon
Sandra Tyrrell			

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1. **Call to Order/Roll Call/Introductions** - The Annual Meeting of the RCDSC Board of Directors was called to order by President B. Fontaine at 7:18 p.m. A quorum was present. All persons in attendance introduced themselves.

A Closed Session was called to address the Executive Director's performance evaluation.

2. **Select Timekeeper and Reading of Vision** – K. Livingston agreed to be the timekeeper. T. Leighton and E. Cocco read aloud the Vision of the Redwood Coast Regional Center.

3. **\*Approval of the Agenda**

**M/S/C – C. Boudreau (T. Leighton) moves to approve the agenda for the meeting.**

4. **\*Approval of the May 12, 2012, Minutes**

**M/S/C – T. Leighton (E. Cocco) moves to approve the minutes of May 12, 2012.  
Abstained: A. Mahoney and P. Jensen as they did not attend that meeting.**

5. **Community Input**

- D. Morley, Area 1 Board, reported that there are vacancies on their board. She encouraged interested persons to contact her about serving on AB 1.

- 6. Executive Director's Report** – C. Jones referenced his report and commented that the current allocation reduction is 1.25% rather than the 4.25% that was initially recommended at DDS. Regarding the governor's pending ballot initiatives, should they *not* pass, it could mean a cutback of \$50 million this year, increasing to \$100 million for all of next year system wide, in addition to the other cutbacks that have been implemented.

The Summary Updates on Board/Staff Long Term Planning Outcomes that was included in the board packet was reviewed and discussed. The status of some of the outcomes has changed and some additional wording has been added since the sheet was last reviewed. C. Jones pointed out those changes.

Policy issue – Effective July 1, 2012, SB 946 places legal responsibility for paying for specific services to persons with autism on private health insurance companies. The insurance companies are now considered the payer of first resort. RCRC is sending information to families affected by this change. There has been statewide discussion among regional centers about what would happen if a family cannot pay co-pays or deductibles. C. Jones indicated that RCRC has had preliminary discussions regarding possible payment of copays for these new services. Other issues raised included the disparity between the co-pay for autism-related services but not for other qualifying handicapping conditions. A legal opinion regarding this topic is available.

**ACTION:** C. Jones will post the entire legal opinion on the RCRC website in the 'board members only' section.

**M/S/C - T. Leighton moves that staff develop a draft policy regarding the payment of co-pays by RCRC. The draft will be distributed for consideration of adoption at the September 22, 2012, board meeting.**

C. Jones noted that a plan of corrective action is required of RCRC because caseload ratios are currently out of compliance. M. Block handed out a copy of a letter to DDS along with a draft proposed plan of corrective action. She explained the circumstances that led to this action and asked the board for input before sending the letter to DDS. She noted that, should nothing else change in the data, two additional service coordinators would need to be hired in order to come into caseload ratio compliance.

**M/S/C – A. Mahoney (P. Jensen) moves to accept the corrective plan of action as presented.**

- 7. Administrator's Report** – P. Okey referenced the financial report that was included in the board packet. He explained each component of the report and commented that many of the averages have plateaued compared to last year. POS has received 1.7% less money than last year and in OPS, RCRC has received 5.7% less than last year.

C. Jones noted that throughout the fiscal year DDS issues allocations in an attempt to make the system ‘whole’. A proviso this year is that if the POS deficits across the system cannot be made whole, those regional centers with deficits from the last fiscal year would need to file a claim with the State Board of Control. As C. Jones understands it, any money the State Board of Control might give the regional centers would come out of the *current* year’s budget. He further commented that the DDS does not think this scenario will take place.

The five components of the board’s previous Operations savings plan are right on target and the savings has reached 97% of the targeted savings goal. It is projected that the savings goal will be met entirely.

8. **Finance Audit Report** – T. Leighton handed out the minutes of the July 24, 2012, Finance Committee meeting. The committee recommended that the restored work week for RCRC staff be continued through Dec. 31, 2012.

**ACTION: The Finance Committee recommends and accepts the continuation of the full time workweek for RCRC staff from July 1, 2012, through Dec. 31, 2012.**

9. **Executive Committee Report** – B. Fontaine reported the results of the closed session regarding the performance evaluation of RCRC’s executive director. The result of the review is that C. Jones received an exemplary performance evaluation. It was noted that a pay increase would be offered if the fiscal climate were different, but all agreed that this is not the time to consider a pay increase. A formal, written evaluation will be placed in C. Jones’ personnel file.
10. **Vendor Advisory** - P. Jensen reported that the committee met July 23, 2012. She noted that the vendors were pleased to have a 1.25% reduction rather than the 4.25%. Other highlights included:
  - The People Services, Inc., annual fundraiser met their \$20,000 goal (net).
  - The new electronic billing is receiving much discussion and it is mostly going fine.
  - IHSS services have not experienced further cuts. Some IHSS workers are negotiating to become unionized.
  - Citizens are being encouraged to ‘bring your values to the voting booth’. It was requested that all non-profit staff and providers register and vote.
11. **ARCA Report** – C. Boudreau reported that the ARCA board has held its annual meeting and has selected its new officers. The autism legislation (SB 946) was widely discussed.
12. **ARCA CAC** – B. Ward referenced his written report (in the board packet). He expressed gratitude for the work of his former facilitator, Jen Baumann. Appreciation was expressed for the work that Brian has done in his position on this board.

13. **Election Committee** – B. Fontaine reported the results of the election and introduced the winning candidates. Persons new to or returning to the RCDSC board of directors are Kelly Livingston, Jason McCuan, Mary Yates, Trixie Galletti, Dorothy Pasch, and Jesus Baleon. Persons leaving the board are Tyler Livingston, Ernie Cocco, Brian Ward, and Tamera Leighton.
14. **Ad Hoc – CCS** – T. Leighton reported that the Ad Hoc Committee met on July 24, 2012, to address issues regarding services from California Children's Services (CCS) and how CCS might better meet the needs of RCRC clients. It was also announced that the Area 1 Board's director, Dawn Morley, has now joined the committee. A new chair will need to be appointed as T. Leighton is going off the RCDSC board. Even so, Ms. Leighton wishes to continue to serve on the committee as the work is very important to her.
15. **Tabled/Unfinished Business** – The proposed calendar for Fiscal Year 2012-2013 board meetings was discussed.

**M/S/C – B. Fontaine (Denise) moves to accept the calendar as presented.**

The meetings for the 2012-13 board of directors are scheduled as follows:

September 22, 2012 – Eureka  
November 17, 2012 - Lakeport  
Jan. 12, 2013 - Ukiah  
March 16, 2013 – Crescent City  
May 11, 2013 – Fort Bragg  
July 12-13, 2013 - Eureka

16. **New Business**
  - a) Board Recognition – Board members who are leaving the board were specifically recognized.
  - b) Seat new members – New members were seated.
  - c) Administer Oath of Office – B. Fontaine administered the oath with all board members.
  - d) Election of 2012-2013 officers. The new officers are:  
Kelly Livingston, President  
Ana Mahoney, Vice-President  
Claudia Boudreau, Treasurer  
Denise Rusk, Secretary

Several committees were appointed:

- Ad Hoc CCS Committee – Members are T. Leighton, S. Perez, M. Block and D. Morley. D. Pasch will consider joining this committee after she determines that she does not have a conflict of interest.

- Consumer Benefit Fund Committee – J. McCuan and B. Fontaine will co-chair; M. Yates will serve as a member of this committee.
- Finance Committee - C. Boudreau, Chair; P. Jensen and A. Mahoney are members of the committee.

All other committees will be appointed in time for the September meeting.

- e) Administer Facilitator Oath – Facilitator oath was administered.
- f) Collect Conflict of Interest paperwork – most of the paperwork was collected.  
D. Landry-Rehling will follow up next week.

**17. County by County Liaison -**

- M. Yates showed two of her first place crochet fair entries.
- D. Matson shared information about the Sept. 17<sup>th</sup> Remembrance Day that will take place at the Ukiah cemetery (12:15 to 1:00 p.m.). He asked that notices about RCRC board meetings be made available to the Ukiah People First group.

**18. Community Input**

- D. Morley noted that there is a summary of current legislative topics for review on the Disability Rights California website: [www.disabilityrightsca.org](http://www.disabilityrightsca.org)

19. Adjourn – The meeting adjourned at 10:08 p.m.

**M/S/C - B. Fontaine (K. Livingston) moves to adjourn the meeting.**

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Claudia Boudreau, Secretary  
RCDSC Board of Directors

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