

Meeting Minutes
REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION
Meeting of the Board of Directors
Saturday, March 16, 2019

#5 FY 2018-19

Directors Present: Isis Brenner-Ward, Beverly Fontaine, Trixie Galletti, Jolanda Ingram-Obie, Bill Lacy, Alina Marquardt, Keith Peeples, Steve Perez, Mary Yates, Shirley Valente (by telephone)

Directors Absent: Leann McCallum

Facilitators Present: Dayna Dodson, Mark Konkler, Kristi Patterson, Margaret Ridgeway, Donna Smith

RCRC Staff Present: Rick Blumberg (by telephone), Nichole Haydon, Lisa McGrew, Amy Medina, Chris Miller, Kim Nash, Patrick Okey and Kim Orsi

Others Present: Jessica Avila-Translator, Allison Hillix (to be seated as new Board member) Parent, Steven Jackson-New Dawn Support Services, Kristel Maikranz – AGT CPA's and H. S.-Community Member

1. **Call To Order/Roll Call** – The regular meeting of the RCDSC Board of Directors was called to order by S. Perez at 9:06 a.m. S. Perez read aloud the disclaimer that the meeting is being recorded for posting to Redwood Coast Regional Center's (RCRC) website for public listening. Roll call of the board was taken and a quorum was present.
2. **Select Timekeeper/Introductions/Reading of Vision** – J. Ingram-Obie volunteered as timekeeper; S. Perez lead introductions; S. Perez noted that he'd like to try out a new way of sharing the Vision and today selected and read aloud the eighth paragraph to share.
3. **Closed Session Correction from January 12, 2019** – S. Perez noted that during the January 12, 2019 RCDSC Board meeting there was a closed session and the purpose of the closed session was not disclosed when the meeting reconvened. The following correction and Amendment is made to the January 12, 2019 Meeting Minutes. Per S. Perez, Let the record note: **On March 16, 2019 it was noted that the purpose of the Closed Session on January 12, 2019 was to discuss confidential client and personnel information which was not announced at the January meeting.**
4. **Closed Session** – S. Perez called for a closed session at 9:15 a.m. The regular meeting was called back to order at 9:25 a.m. S. Perez noted that the closed session was to discuss the distributions of the Client Benefit Fund and actions were taken to approve those distributions as recommended by the Client Benefit Fund Committee. The discussion included increasing the future amount of the distributions which will be discussed later during this meeting.

****NOTE:** Following the closed session, Dr. Rick Blumberg joined the Board Meeting by telephone conference call.

5. **Approval of Agenda** – There were no changes/corrections noted.
M/S/C: M. Yates (J. Ingram-Obie) moved to approve the agenda as presented with no changes.

6. Board Development Committee –

- a) S. Perez introduced Allison Hillix and reported that he reviewed the application that was submitted to the Board which he forwarded to all Board of Directors and their facilitators, requesting input and/or concerns regarding the appointment of A. Hillix. S. Perez reported there were no concerns and recommended and called for a motion to appoint A. Hillix to the RCDSC Board of Directors. S. Perez invited A. Hillix to share her history with the board. A. Hillix shared that she is the parent of an 8 year-old child who has non-verbal autism. A. Hillix has an array of expertise while working in Lake, Sonoma and Santa Clara Counties and reported that she provided oversight of the closure of Agnues Developmental Center which included administering the direct support training for the homes receiving the residents during the closure of the Developmental Center.

M/S/C: B. Fontaine (M. Yates) moved to accept the recommendation for the appointment of A. Hillix as a member to the RCDSC Board of Directors.

S. Perez conducted the Oath of Office swearing in and seating of A. Hillix as a member of the RCDSC Board of Directors representing Lake County.

- 7. Approval of the January 12, 2019 Meeting Minutes –** No additional changes are noted other than the amendment pertaining to what was discussed during the closed session.

M/S/C: B. Fontaine (A. Marquardt) moved to approve the January 12, 2019 Meeting Minutes with an amendment to item number 3, Closed Session that states personnel and client information was discussed. J. Ingram-Obie abstained as she was not present during the January meeting.

8. Community Input – S. Perez called for public input:

- H.S. introduced herself and noted that she has been attending RCDSC Board meetings for the past 18 years. H.S. expressed her concerns regarding the flow of information from the board to the community. She commented that the meeting minutes and format are not a complete record and that the audio recordings of past meetings are not current. In addition, some topics that have been tabled due to time limitations are never discussed and that ACTION items are not itemized. H.S. also commented that she does not understand how people with developmental disabilities can understand the minutes. H.S. expressed disappointment regarding the recent departure of a past director and if the Legislative Committee will follow up on AB2567 that was discussed during the January board meeting. H.S. shared her concerns that the Lanterman Act is being dismantled by the Legislation. H. S. commented about the Discovery Museum in Eureka and that her son participated in the Polar Plunge. In closing, H. S. thanked retiring RCRC Director of Administration, P. Okey for his contributions and also thanked A. Medina, new Director of Administration.

- 9. Executive Directors Report –** R. Blumberg apologized for not being able to attend the meeting in person and thanked the board for their service and welcomed the newest member, A. Hillix. R. Blumberg acknowledged and recognized P. Okey for his commitment and high quality of service and how hard P. Okey has worked to complete a multitude of tasks to assure that our agency is in the best possible position following his leave. R. Blumberg welcomed RCRC's new Director of Administration, A. Medina and noted his excitement for her appointment. R. Blumberg shared that A. Medina has been with RCRC for eight years and is well respected within the agency as well as within our service provider community. R. Blumberg also welcomed S. Wright to RCRC's Management Team as the new Client Service Manager in Lake County.

R. Blumberg's full report is included in the board packets and is posted to RCRC's website. R. Blumberg provided the following updates:

- **DDS Rate Study:** R. Blumberg reported that the DDS Rate Study was recently completed by Burns and Associates. Both R. Blumberg and former Vendor Representative, Pam Jensen attended the DDS briefings in Sacramento and RCRC Community Services staff participated by livestream video. Data is currently being collected and a more comprehensive report will be provided during the May 2019 board meeting.
- **ARCA Meeting:** R. Blumberg reported that he and S. Perez will be attending the upcoming ARCA meeting in Sacramento next week. R. Blumberg noted that he will be speaking during this meeting about the unsustainability of high caseload numbers and regional center needs.
- **ARCA Committees:** R. Blumberg is serving on two committees and reports that one committee pertains to quality across the system and community safety for individuals served. The other committee pertains to children and youth who are difficult to serve adding that these are children and young adults who have very complex needs with mental health issues as well as developmental disabilities. R. Blumberg will be sharing the initiatives that have emerged from both committees at a later date.

S. Perez commented on the enormous activity that is currently underway at ARCA and the potential of additional funding for our service system. S. Perez will be sharing additional information later (during the meeting) regarding anticipated changes that will be coming to our service system.

- a) **RCRC Personnel Policies:** S. Perez introduced N. Haydon, RCRC Human Resource Manager. S. Perez reported that one of the responsibilities of the board is to conduct a review of the RCRC Personnel Policies and noted that all board members received an electronic copy of the Personnel Policies to review prior to today's meeting. P. Okey reported that N. Haydon completed the full review and updates to the Policies to assure that the information and legal standards are current. S. Perez called for questions or comments regarding the RCRC Personnel Policies. B. Fontaine thanked N. Haydon for her hard work and that the Policies were well done.

M/S/C: J. Ingram-Obie (B. Fontaine) moved to approve the updated RCRC Personnel Policies as presented.

S. Perez noted that one amendment to the Policies will be forthcoming which will include a procedure for disciplinary and corrective action plans for RCRC employees. N. Haydon explained that the orientation for new employees does include information regarding the agency disciplinary and corrective action process. She also noted that the RCRC Management Operations Manual includes a disciplinary action process which will be added to the Personnel Policies.

- 10. **Director of Administration Report** – Outgoing Director P. Okey introduced the new Director, A. Medina. P. Okey expressed what a pleasure it was these past weeks mentoring and training with A. Medina for her new position.

- a) **Independent Audit and Financial Statements and Form 990:** P. Okey introduced Krystal Maikranz from Aiello, Goodrich & Teuscher (AGT) to guide the board through the review of Independent Auditors' Reports and answer any questions. It was noted that regional centers are mandated to conduct annual independent audits. P. Okey reported that he and R. Blumberg met by phone with members of the Executive Committee on March 7, 2019 to

review the Report with K. Maikranz. A motion to approve the report will be necessary following today's discussion and once approved the financials must be posted to RCRC's website within 30 days. K. Maikranz noted that the report is a DRAFT and a final copy of the Report will follow today's meeting.

K. Maikranz reported that it is the job of AGT to review the agency Financial Statements and provide an opinion based on that information. AGT completed their field work in Ukiah in December 2018. The audit team is independent of the agency with no conflict of interest and provided a non-bias opinion. AGT has conducted audits for six regional centers which have a large amount on the books for CalPERS retirement plan. K. Maikranz reported that the RCRC's fiscal team has done a great job and was very helpful during the audit.

K. Maikranz read aloud the Opinion of the Audit which noted a "clean audit" opinion and that the independent auditors' report on internal control over financial reporting on compliance and other matters based on an audit of financial statements performed was in accordance with Government Auditing Standards. AGT has one year remaining with their contract with RCRC.

S. Perez called for questions regarding the Audit Report. J. Ingram-Obie asked if the assets and investments portion of the financial statement are the funds for the Client Benefit fund? K. Maikranz confirmed that they are.

S. Perez commented that the review of the Report by the Executive Committee with K. Maikranz was one of the most insightful discussions and appreciated and thanked K. Maikranz for her participation.

S. Perez called for a motion from the board for approval of the **Reports**.

M/S/C: J. Ingram-Obie (A. Hillix) moved to approve the DRAFT Redwood Coast Developmental Services Corporation Financial Statements with Independent Auditor's Reports.

S. Perez commented that the agenda includes a discussion regarding the Form 990 and clarified that law does not require approval of Form 990 by the board. The 990 data is included in the Financial Statements which are in the Audit Report. P. Okey confirmed that the final Audit Report will be posted to the RCRC website.

DDS Audit: P. Okey reminded the board that RCRC is still awaiting the final DDS Audit Report from the Department. A similar process will be necessary once that report is received with a review by the board followed by a motion of approval by the board. The audit must also be posted to the RCRC website following the approval process.

Administrator's Report: P. Okey reported that his full report is included in the board packets and that the narrative (in English and Spanish) is posted to the RCRC website. P. Okey provided the following updates:

- **Governor's Budget:** We remain hopeful that our service system will see additional funding.
- **Provider Rates:** This is a dynamic time for cash flow within our service system and ARCA has requested an 8% increase (across the board) for service providers. This is long overdue. K. Nash will provide additional details regarding the DDS Rate Study during her report.

- **Self Determination Project:** The State is preparing to roll out this project. RCRC is awaiting guidelines from DDS, especially from a fiscal prospective. Information regarding Self Determination is posted on the DDS website at www.dds.ca.gov/SDP/
- **RCRC FY 2018/2019 Spending Authority Update:**
 - RCRC has received an additional allocation for the Community Placement Plan (CPP).
 - **Purchase of Services (POS) Funding:** RCRC has received \$116.6 million, which is \$11.1 million or a 10.6% increase compared to funding for FY 2017/2018.
 - **Operations (OPS) Funding:** RCRC's allocation is \$10.9 million, \$160,000 or 1.6% increase compared to funding for FY 2017/2018.
 - **Financials:** As of January 2019 we are 58% through the fiscal year. RCRC has expended 51% of the POS allocation and 58% of the OPS allocation. Projections indicate that RCRC will experience a slim year in OPS again this year. The Directors and Management Teams have discussed the budget and have limited all operations to only those expenses that are essential. A hiring freeze has been placed on staffing vacancies until July 1, 2019. Time is an asset and P. Okey is cautiously optimistic.
 - **Cash Flow:** RCRC has 46 days cash on hand. DDS has given notice that starting in April with our March reimbursement from the state that they will only reimburse RCRC 50% of our claim. This is normal as when DDS experiences cash flow problem so does RCRC. A. Medina will be assessing RCRC's cash flow on a daily basis to determine if and when RCRC will be required to draw on our credit. P. Okey would like to request a motion from the board today to make the necessary changes to the agency bank cards that will remove P. Okey and add A. Medina. Signatures will be gathered today from the board president, board secretary and K. Nash, RCRC Director of Clinical/Community Services.

M/S/C: J. Ingram-Obie (A. Hillix) moved to approve making the necessary changes to RCRC banking information and cards, removing P. Okey and adding A. Medina.

P. Okey called for any questions regarding his report. J. Ingram-Obie noted that the Client Benefit Fund (CBF) had a loss of \$7,000 in the stock market, a large hit to this fund since its inception and asked if there has been a reassessment of how funds are reinvested? S. Perez asked how RCRC's portfolio was developed by the Humboldt Area Foundation. B. Fontaine provided some background regarding when the funds were moved from a local bank to the Foundation. S. Perez asked A. Medina if she could research the fund and investments associated with the fund and provide an update to the board during the July meeting. The Client Benefit Committee noted that they would like to postpone any discussion to increase the grant awards until additional information is obtained regarding the CBF investments portfolio.

ACTION:

- **A. Medina will provide an update regarding the Client Benefit Fund account and investments portfolio during the July 2019 board meeting.**

****NOTE: R. Blumberg's telephone connections was dropped and re-established.**

Kim N provided an update regarding the continuing struggles for the service provider community and the difficulties they experience due to the high costs of living that includes housing costs, transportation costs and workers compensation insurance increases. The 8 % increase would be welcomed and hopeful that it will be approved. C. Miller commented on the

importance of Grassroots Day and being engaged with our representatives to help make this happen. K. Nash will have additional information (later) during this meeting.

P. Okey commented that each year (March 1st) RCRC is required to conduct a Caseload Ratio study. When this study was conducted last year, RCRC needed 4 additional service coordinators. This year, the study projected that RCRC will require 6 additional service coordinators. Client base is increasing faster than the funding. This is not only true for RCRC but also for our service providers. ARCA has been extremely valuable to all regional centers with their continued advocacy.

ACTION Update: Client Benefit Fund and Donations (from January 12, 2019 BOD Meeting) : P. Okey provided an update regarding donations and received a copy of a DDS memo from a colleague dated April 1995 of which DDS clarified its position regarding donations received by regional centers. The letter notes that donations must be used solely for the purpose of assisting persons with developmental disabilities and/or their families. Additionally, regional centers must ensure that the donor's intent is honored which specify how funds are to be used. All donations must also be kept in a separate account and not comingled with State funds. P. Okey confirmed that the Client Benefit Funds are maintained separately.

RCRC is a 501 (C) (3) also allows RCRC to accept donations. However, the RCDCS Bylaws, Standing Rules and Resolutions do not specifically address this which is something the board may wish to consider reviewing in the future. P. Okey checked with RCRC's audit firm as well as our attorney who provided information to help guide RCRC with fundraising process including being registered with the Attorney General's office. A. Medina will review this.

ACTION:

- **Ongoing Review and Discussion of the RCDCS Bylaws, Resolutions, Policies and Standing Rules will be added to the May BOD meeting agenda.**
- **J. Ingram-Obie will assist S. Valente with the review of the Bylaws, Resolutions, Policies and Standing Rules for updating and including language regarding fundraising in general.**

11. Executive Assistant – K. Orsi provided the following updates:

- **Audio Recordings:** K. Orsi reported that the audio recordings have been maintained for all past meetings and that help is needed from IT to upload the recordings. Discussion continued regarding the value of transparency, the audio recordings and perhaps a future consideration for livestreaming the meetings. S. Perez added that RCRC has an IT team of "one" and that we need to measure workload and do our best to accommodate reasonable expectations. S. Perez added that he and R. Blumberg are working with Anh Nguyen on how RCRC can improve communication within our agency. S. Valente asked if RCRC has a way to determine the number of "hits" or access to RCRC's website. She also commented on Spanish translation and wondered if there is any measure of how it is being utilized.
- **May 4, 2019 Board Meeting in Fort Bragg:** K. Orsi reminded the directors that discussions during the upcoming May meeting will include RCRC Service Provider contracts over \$250,000 and that she will be working with the Executive Committee to schedule a meeting prior to the board meeting to review the contracts in order to provide their recommendation during the board meeting. All board members will be issued user names/passwords to access the contracts prior to the meeting. The contracts will be posted to the secure portal for the Board on RCRC's website.

- **ACTION Item Follow Up** from January 12, 2019: Kim N. confirmed that a presentation regarding Special Incident Reporting will be shared during the May board meeting.

In closing, K. Orsi noted the importance of communication and that we are using email more often. It saves time, especially when there are materials to be reviewed. K. Orsi expressed concern whether or not board members are receiving the emailed information as she does not always receive a reply. S. Perez commented that a quick reply to an email would be appreciated as it would confirm their receipt.

S. Perez called for a 10 minute break at 11:15 a.m.

S. Perez called the meeting to order at 11:25 a.m.

ACTION:

- **A formal break will be included in future agendas.**

12. Committee Reports –

- a) **Executive Committee:** S. Perez reported that the activity of the Executive committee involved one meeting (as noted earlier) to review the Independent Audit as well as the Personnel Policies to provide a recommendation to the board during this meeting.
- b) **Budget Committee:** No report as L. McCallum is absent
- c) **Client Advisory Committee:** B. Lacy reported that Grassroots day is coming up. Clarification regarding talking points was requested. RCRC staff member M. Ochoa is the RCRC Grassroots coordinator and she has been emailing the group regularly as she receives information from ARCA. K. Nash will work with M. Ochoa and the Grassroots attendees.
- d) **Vendor Advisory Committee:** S. Perez announced that Vendor Representative, C. Swimm submitted her letter of resignation to the board and the Alliance of Service Providers (ASP). K. Nash provided an update regarding the DDS Rate Study and a report from the ASP:
 - **Vendor Representative to the Board of Directors:** There is incredible movement that will affect all 1700 service providers of RCRC and a new vendor representative to the board is extremely important and needed. Pam Jensen, past Vendor Rep, has offered to provide support and mentoring to the new representative who will be selected by the group. Steven Jackson, Operations Manager- New Dawn Support Services, expressed his interest in becoming the ASP Vendor Representative to the Board. The board requested that K. Nash share his request with the ASP group to carry forward.
 - **DDS Rate Study:** This Study is part of a Legislative requirement. Burns and Associates, an Arizona based group, was contracted by DDS to conduct the Rate Study. This group has worked with other states to review their funding mechanisms to help support individuals served. This report is posted on RCRC's website under the Service Provider tab at the following link: <http://www.redwoodcoastrc.org/service-provider/service-provider-supports> The overview of the rate study is a realignment of the rate structure, moving from miscellaneous negotiated rates to DDS set rates. The methodology of the study includes base rates by areas of costs in three sections of low, moderate and high costs. Providers have until March 28th to provide comments regarding the Study. The methodology of the Study includes feedback from 40% of service providers throughout the state. The methodology includes the costs of housing, transportation, minimum wage and administrative costs. The methodology will also reduce the current administrative costs from 15% to 12%.

The good news is that Community Care Licensed homes (CCL) and small licensed residential homes will receive rate increases.

- **Rate Alignment:** Several clinical services that will be affected include Speech Therapy, Occupational Therapy and Behavioral Support as these rates will be realigned back to the Schedule of Maximum Allowance (SMA) rates. As California increases services for individuals and the rate of growth, the Legislation is willing to give our system more funding. However, with that funding will be oversight to assure that outcomes are being met.
- **Collection of Feedback for Rate Study:** K. Nash and P. Jensen will be collecting feedback from RCRC service providers that will be provided to DDS. DDS will compile the feedback received from statewide regional centers and provide that information to the Legislation between April and May.

K. Nash called for questions. I. Brenner-Ward noted that it can be difficult obtaining speech and occupational therapy services now and the realignment to SMA rates will cause additional impact to clients served. K. Nash noted that it is extremely important to provide feedback to DDS and your representatives.

H.S. provided feedback regarding schools and relationship with RCRC and those transitioning to the community and day programs and noted that those services should have the same level of skill and should come together regarding these pending changes. H. S. noted that Educational Day will be held in Sacramento on May 2nd.

- e) **Client Benefit Fund (CBF) Committee:** B. Fontaine reported that during today's closed session, six individuals were selected to receive CBF grants for the current cycle. A. Medina was given permission to distribute the awards. A. Marquardt shared that there were 16 grant applications that were submitted for this cycle and six of those applications were granted. The total funding per grant cycle is \$800 and the CBF Committee is discussing whether or not to consider increasing the grant funding. However, this discussion is tabled pending the review of the CBF portfolio by A. Medina.
- f) **David A. Isom Award:** K. Orsi reported that the North Coast Office of the State Council on Developmental Disabilities (SCDD) currently does not have a Director and a new office assistant has recently joined the staff. S. Perez noted that the nominations for the David A. Isom Award are processed through the SCDD and more discussion is necessary in order to move forward with the process for the current year 2018/2019. It is recommended that the award be suspended until additional information is obtained.

ACTION:

- **R. Blumberg will contact S. Wright and the SCDD North Coast Office to help determine next steps.**
- **The David A. Isom Award and nomination process is suspended until further notice.**

- g) **Ad Hoc Bylaws Committee**— S. Valente offered a proposal to update the Bylaws and asked K. Orsi to read her proposal aloud. The proposed change is to Section 5.09 – Removal of a Director for Cause. The addition of Sections 8.3 Confidentiality and 8.4 Business Conduct and Ethics from the RCRC Personnel Policies will be referenced and included. S. Perez explained that this update will provide clear language for removal of a director from the board and will hold directors of the board to the same standards that are expected of RCRC employees.

Discussion continued regarding the removal of a director. Any meetings to discuss the removal of a director will be held in closed session. It was also recommended that training be provided to board members regarding confidentiality and the Code of Ethics. S. Valente recommends that perhaps it is also time for the board review and update the Oath of Office and Code of Ethics. The following update is recommended to the bylaws:

- B. Fontaine recommends adding the following wording to this section: "The Board may, by a majority of the directors present during a closed meeting where a quorum is present, declare vacant the office of a director for: conduct in violation of Redwood Coast Regional Center's Personnel Policies (March 16, 2019) Section 8.3 Confidentiality and Section 8.4 Business Conduct and Ethics;" The remainder of Section 5.09 will follow and is unchanged.

S. Valente is in agreement with the wording to this section and S. Perez called for vote to move the amendment forward and provide public notification followed by discussion and a motion to approve the amendment to the Bylaws during the May 4, 2019 board meeting. Public notification will proceed in preparation

Agenda Amendment - OLD BUSINESS: from 14b) RCDSC Bylaws Section 5.08(B)(C) Meetings (The board moved this topic to coincide with the previous Bylaws discussion). It was proposed during the January 12, 2019 meeting to amendment to the Bylaws as follows: Section 5.08(B) Regular meetings shall be held a minimum of six (6) times per Fiscal Year. One such meeting shall be held prior to the end of the Fiscal Year (May or June) and shall be deemed the Annual Meeting of the Board of Directors.

S. Valente noted that the rationale is to allow the board to elect officers so that they can be seated and begin their term at the beginning of the July meeting. 5.08(C) The Election of Officers for the forthcoming Fiscal Year shall be accomplished by closed ballot at the Annual Meeting and the newly elected officers shall be deemed to be seated on the first day of the Fiscal Year. S. Valente noted that these updates will allow the officer to prepare and begin in their roles at the beginning of the fiscal year. Public notification in the form of a Public Service Announcement as well as posting the notification to the RCRC website was completed on February 20, 2019. The board discussed the rationale and shared concerns. S. Perez called for a vote and consensus is to move to a motion to approve the amendment to the Bylaws as proposed.

M/S/C: J. Ingram-Obie (A. Hillix) moved to accept the amendment to the RCDSC Bylaws Section 5.08(B)(C) as noted, effective March 16, 2019.

S. Perez called for a lunch break at 12:37 p.m.

S. Perez called the meeting back to order at 1:10 p.m.

- h) **Legislative Committee:** The committee present today expressed concerns regarding the upcoming Grassroots Days. S. Perez would like the members attending to feel comfortable and confident about the event and schedules. K. Nash, C. Miller, S. Braggs and M. Ochoa will be working with the Grassroots attendees.
- i) **Vision Statement Committee:** S. Perez asked the board if the Vision Statement still reflects who we are if it remains relevant and speaks to our core values. S. Perez would like the board to reaffirm the Vision Statement or determine if changes are needed. S. Perez will email the

directors for their input and they are asked to email their comments and recommendations to S. Perez who will share the results at a later date.

13. ARCA Report: R. Blumberg provided an update and noted that the memo that S. Perez wrote to Amy Westling, Executive Director of ARCA was well written and a great call for action. R. Blumberg will be speaking during the Executive Directors meeting regarding caseload ratios. R. Blumberg noted that the statewide Executive Directors group is changing as there have been recent retirements and new members who bring a new energy but perhaps a loss of institutional knowledge. S. Perez brings a wealth of knowledge to the ARCA Delegates committee which is extremely valuable and will be beneficial. R. Blumberg will also be meeting with Brian Winfield (DDS) next week to discuss and advocate for the reimbursement of funds to RCRC that were expended for the data move to the Cloud and the additional expense that were incurred during the wildfires of 2018 in Lake/Mendocino Counties.

a) **ARCA Delegate Report:** S. Perez reported that he has been communicating with ARCA as the RCDSC Board Delegate Representative and apologized that he did not forward electronic copies of his recent letter to Amy Westling, ARCA Executive Director. A hardcopy of his letter was distributed to board members during today's meeting.

S. Perez provided an overview of the content of his letter regarding the statewide fiscal position and budgetary challenges that have affected the funding ability to uphold the Lanterman Act. S. Perez noted that he listened online to the assembly budget subcommittee hearing on Health and Human Services. By attending this meeting online, it allowed S. Perez to listen to the legislators, various agencies and advocates regarding a variety of issues related to the regional system. S. Perez shared the following statewide issues:

- Provider Rate Study and Associate Investment Proposals
- Minimum wage Adjustments and availability of Pass-Through Funds
- Safety Net Services
- Governor Budgets Proposal, Trailer Bill Proposals and Associate Advocate Proposals
- Developmental Center Closures
- Governor Budget Change Proposal on Headquarters
- Governor Budget Proposals related to Home and Community Service Compliance and Federal Claim Reimbursement Systems
- Proposals to restore reductions made in prior budgets including the Uniform Holiday Schedule, half-day billing and social recreation and camps.
- Oversight transparency and accountability associated advocacy proposals and
- Disparity funding update and advocacy requests.

These issues will have a huge impact to our service system and all 21 regional centers in the State. Advocacy groups outside of our system are arguing the need for external oversight of the regional center system. This is very concerning and could be detrimental to regional centers. The following levels were identified of what will be necessary moving forward:

- It is essential for regional centers to clearly define baseline of services to protect the health and safety of clients served which will allow the legislature to make better-informed funding decisions during lean times.
- Clarity on the kinds of services necessary to assist clients to maintain current levels of client growth and development gained during years of fiscal abundance.

- Identify critical services and supports that build clients capacities to build greater employability, community inclusion, and ultimately independence.

S. Perez would suggest regional centers formulate peer reviews and working with DDS, develop audit tools that would measure compliance, identify areas of noncompliance, areas of weakness and suggested corrective actions. Peer reviews would be beneficial and help identify the following:

- System-wide issues based on real-time practices (across all 21 regional centers)
- Standardize audit tools can contribute to the development of meaningful standardized statewide data.
- Identify best regional center practices
- Identify unique regionalized issues
- Identify and develop comprehensive corrective action solutions.
- Cross regional center training for staff
- Enhancement of communications between regional center staff
- The results of audits would be used by DDS quality assurance/audit teams to follow up on all identified areas requiring corrective action.

Another concern includes salary and benefits disparities and that a standardization across all 21 regional centers is needed. Without a detailed study, regional center pay and classification we will remain vulnerable to external oversight conclusions that could result in severe cuts to operations funding for regional centers.

In closing, S. Perez noted that the current direction of where our service system is heading is very concerning. We must be proactive, across all regional centers, and work diligently to focus on policy issues and the responsibilities of our service system.

- b. **ARCA Client Advisory:** C. Miller reported that during the last ARCA CAC group meeting it was decided that the group will create a publication following each meeting that can be presented to other group meetings, board meetings, etc. The next meeting ARCA CAC meeting will be held in April and some of the priorities the group will be working on include employment, housing, abuse and sexual abuse prevention. C. Miller hopes to have additional information to share with the board during the May board meeting. C. Miller noted that he is also working to develop trainings for clients to help engage people and provide information for the individuals whom he represents.

14. Old/Tabled/Unfinished Business:

- a) Update from Meeting with Anh Nguyen: S. Perez reported that he and R. Blumberg will be meeting with Anh Nguyen on March 20th to review how we can enhance RCRC's overall communication.
- b) Section 5.08(B)(C) S. Peres reminded attendees that this topic was moved and discussed during agenda item 12. Committee Reports g) Ad Hoc Bylaws Committee.

15. New Business

- a) **Client Benefit Fund – Funding and Awards:** S. Perez reminded attendees that this topic was discussed during agenda item 10. Administrators Report.

16. County liaison

- a) **Humboldt County:** K. Nash reported that April is Autism Awareness Month. Activity calendars have been posted to RCRC website for all four counties.
- b) **Del Norte County:** No report
- c) **Lake County:** A. Marquardt reported about the various weather conditions that affected Lake County over the past several weeks that included heavy rain, flooding, and snow.
- d) **Mendocino County:** No Report

17. Community Input: No additional comments or input were requested.

18. Adjournment of meeting was called by S. Perez at 1:54 p.m.

M/S/C: I. Brenner-Ward (B. Fontaine) moved to approve the adjournment of the meeting.

The next RCDSC Board of Directors meeting will be held at 9:00 a.m. on Saturday, May 4, 2019 at the C.V. Starr Community Center in Fort Bragg, CA. This will be the ANNUAL meeting.



**Isis Brenner-Ward, Secretary
RCDSC Board of Directors**

KAO