

## Meeting Minutes

REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION  
Regular Meeting of the Board of Directors  
Saturday, May 12, 2018, Ft. Bragg, CA

#5 FY: 2017-18

**Directors Present:** Trixie Galletti, Jolanda Ingram-Obie, Pamela Jensen, Bill Lacy, Alina Marquardt, Leann McCallum, Steve Perez, Shirley Valente and Mary Yates

**Directors Absent:** Beverly Fontaine, Keith Peeples, Cathy Seames-Miller and Deborah Sypherd

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

**Facilitators Absent:** Andrew Sparks

**RCRC Staff Present:** Mary Block, Dr. Rick Blumberg, Kim Nash, Mayra Ochoa, Patrick Okey, Kim Orsi,

**Others Present:** Joe Ayer, Jo Cunningham (and seated as new BOD member), Rick Moon, Parents & Friends, Inc. Allan Smith, DDS, and Denise Gorney, SCDD

- Agenda:**
1. Call to Order/Roll Call/Introductions/Selection of timekeeper
  2. Reading of Vision
  3. Approval of Agenda
  4. Seat/Swearing in of New Board Member
  5. Public Input (3 min. each)
  6. Approval of March 17, 2018 Meeting Minutes
  7. Executive Committee – Upcoming Annual Meeting
  8. Executive Directors Report
    - a) Affordable Housing Update
    - b) Diversity Outreach
    - c) Service Provider Contracts
  9. Administrators Report
    - a) Review of Report Package
    - b) DDS Audit Update (FY 2013-14 & FY 2014-15)
  10. Committee Reports
    - a) Executive Committee
    - b) Treasurers Report
    - c) Board Development Committee
    - d) Vendor Advisory Committee
  11. ARCA/ ARCA CAC Report
    - a) ARCA – C. Seams-Miller/R. Blumberg
  12. Ad-Hoc Strategic Planning Committee
  13. Old/Tabled/Unfinished Business
    - a) Update-ARCA Board of Directors Representation

Continuation of Agenda:

14. New Business
  - a) Legislative Committee
  - b) Board Post Office Box
  - c) Request for approval to contract with CalPERS Retiree
  - d) July Annual Meeting Date Change and Review 2018/19 Meeting calendar (to avoid conflicts)
  - e) Client Board Packets Review
15. County by County Liaison Reports
16. Community Input
17. Adjournment

**1. Call to Order/Roll Call/Introductions/Select a Timekeeper**

The regular meeting of the RCDSC Board of Directors was called to order by Vice-President J. Ingram-Obie at 9:00 a.m. and she read aloud a disclaimer regarding the audio/electronic recording of today's meeting. Roll call of the Board was called and a quorum is present. J. Ingram-Obie called for introductions of others present. Timekeeper is Leann McCallum.

**2. Reading of Vision - Leann McCallum read the Vision aloud.**

There is a motion for the seating/swearing in of new member J. Cunningham following the approval of the agenda to allowing her full participation during today's meeting. In addition, following the approval of the agenda the Executive Committee would like to discuss the upcoming vacancies of positions within the Executive Committee to prepare for the upcoming Annual meeting in July following the approval of the Agenda

**M/S/C S. Peres (S. Valente) moves to proceed with seating/swearing in of new member and add additional discussion regarding the Executive Committee and upcoming vacancies following the approval of the Agenda**

**3. Approval of Agenda – The following updates were requested:**

Add the following topics to New Business:

- 1) July 2018 Annual Meeting Date Change

**M/S/C M. Yates (S. Valente) Moves to add to agenda, New Business.**

- 2) Board members proactively review 2018-2019 calendar of meeting dates to avoid conflicts with holidays and ARCA meeting.

**M/S/C S. Valente (J. Ingram-Obie) moves to add to agenda, New Business.**

- 3) Client Board Packets review past process.

**M/S/C M. Yates (S. Perez) moves to add to agenda, New Business.**

There are no additional changes to the agenda.

**M/S/C P. Jensen (S. Perez) moves to approve the revised agenda with the noted additions.**

**4. Seat/Swearing In New Member – Jo Cunningham – J. Cunningham introduced herself as a wife and mother from Lake County who is very proud of her family and she is a past RCDSC board member. The board welcomed her and J. Ingram-Obie conducted her swearing in.**

**M/S/C S. Perez (A. Marquardt) approve the seating of J. Cunningham to the board.**

5. **Public Input** – Public guest, J. Ayers reported that he is working to improve training for local law enforcement and hoping to arrange a meeting between himself, the Fort Bragg Chief of Police, Coastal Operations of the Sheriff's Department, Parents & Friends executive director and Dr. Blumberg.

6. **Approval of March 17, 2018, Minutes**

**M/S/C – S. Perez (P. Jensen) moves to approve the meeting minutes.**

7. **Executive Committee – Upcoming Annual Meeting and Vacancies** Prior to moving into the discussion regarding officer positions, S. Perez reported that the Executive Committee met Friday evening to review the service provider contracts with RCRC Directors R. Blumberg, K. Nash, and P. Okey. There was a wonderful discussion following the meeting regarding the rich history of this board, member involvement as officers, committee chairs and board members and the accomplishments and legacies that each have helped to create that will be carried forward. As a board, we are responsible to be a protective umbrella and as officers we need to reengage and connect with regional center and their staff who are there on behalf of the clients and families served and it is important for us to have a clear direction and vision that inspires all.

With the upcoming annual meeting it is hoped that we realize a seamless leadership change. Each executive officer can serve two consecutive terms (one year each term). Both C. Seames-Miller (President) and S. Valente (Secretary) will be terming out and members should begin thinking about other positions and committees of interest:

- Officers
- Client liaison
- Community chairs
- Legislative
- Employment
- Housing
- ARCA Representative

S. Valente will be sending an email to all board members to plan for the upcoming election of new officers, volunteers to serve on committees, review terms of the directors and recruit and fill vacancies on the Board so that when we come together in July we will have a smooth transition.

The board acknowledged the accomplishments of current RCDSC Board President, Cathy Seames-Miller and expressed their thanks as well as Shirley Valente and her support to the president during their terms together.

**M/S/C S. Valente (J. Cunningham) S. Valente will forward an email summary to all board members and will request their response/interest by Friday, June 15, 2018.**

8. **Executive Director's Report** – R. Blumberg announced that RCRC continues to scout for new, accessible, spacious, modern and technically enhanced venues to hold board meetings and looks forward to any feedback from everyone regarding the new venues. RCRC has also purchased a system to assist those who may have difficulty hearing and that he is hoping to test the system during an upcoming board meeting. We are trying to make communications more accessible and the new format of the agenda will allow the programs to read the agenda. However, there is some fine tuning that will be necessary to provide accessibility for all board members.

R. Blumberg wished those in attendance a happy Mother's Day/Women's Day.

One of the most important priorities within our organization is the safety of those we serve. Guest, J. Ayers provided copies of a NPR program to board members during the March board meeting. This program noted that those with intellectual and developmental disabilities are ten times more likely to suffer abuse. The best intervention is prevention of abuse and RCRC is taking actions to help people become more aware of abuse at every level.

**RCRC Update:** RCRC recently hosted trainings with Dave Hingsburger who presented his *Home Safe* curriculum in both Lake and Del Norte counties. Mr. Hingsburger has dedicated his life to educate/teach zero tolerance regarding abuse and offers tools so that people will know what to do when someone may have been a victim of abuse. K. Nash provided additional details and reported that DDS has approved a new grant for RCRC which will allow us to bring Mr. Hingsburger back to the RCRC community over the next two years to work with supported living and residential services regarding their policies and procedures to help them to strengthen programs to keep those they serve safe. He will also be working with clients of RCRC to help them learn and advocate for their own safety.

Dr. Lucy Esralew is providing trainings for staff and service providers and she will be working with transition age clients around healthy relationships curriculum. In the past, RCRC has partnered with Planned Parenthood and local school districts around healthy relationships, including sexuality and relationships to help clients make good choices and we will continue to partner with local school districts to improve outreach. RCRC will also continue our outreach to local law enforcement and our legal system to assure that due process is available for clients.

- 8a) **Affordable Housing:** Our legislature is seriously reviewing the funds from closures of the developmental centers and identifying the value of the properties and the savings that the system will receive. We do not want these funds lost in the General Fund and would like these funds dedicated to developmental services system. ARCA is taking a strong stance to develop proposals to assure funds come to our system.

K Nash reported that RCRC no longer has any clients residing at Sonoma Developmental Center. However, this year we will be developing more supports through the Community Development Initiatives including affordable housing. RCRC has been able to receive funds yearly to help strengthen our community services including affordable housing. RCRC has entered into a contract with Rural Community Housing Corporation (a local nonprofit entity) who will work to development (build housing) and assist individuals with affordable housing options. The proposed services will be provided in all four counties of RCRC's catchment. This is an exciting partnership and we understand there will be many challenges. Funding from the closure of the DC's will provide assistance to our service system and we are advocating to keeping these funds in our system.

**Self Determination Program (SDP) Expansion** – M. Block provided an update regarding the SDP and reported that there will be 2,500 participants statewide within next three years. RCRC has been participating in the pilot of this program for the past 19 years and the State and Center for Medicaid services (federal funding) are currently negotiation regulations for the expansion. The SDP allows individuals to have more control and choice regarding the services they receive through budgets identified in their Individual Program Plan (IPP). RCRC will be hosting public meetings in late May into June to discuss the program and anyone wishing to participate in the program is required to attend one of the public meetings. Information regarding the public meetings will be mailed to clients as well as posted to RCRC's website and Facebook page. A random selection of participants will be conducted by the State through a statistical process (location, age, gender, ethnicity and eligible diagnosis). The maximum number of participants in RCRC's catchment is 55 participants which includes 25 participants who are currently in the pilot program. M. Block reported that after the first three years (of the expansion) the program will then be open to all other interested participants. The "soft-rollout" (first three years) will allow the state to assure that the program will be sound prior to opening to all.

- 8.b) Diversity Outreach Grant and Equity Projects** – M. Ochoa joined today's meeting to share information regarding RCRC's Diversity Outreach Project and provided a PowerPoint presentation. The grant awarded to RCRC is \$272,000 that will be utilized over a two year period to improve and provide culturally appropriate outreach and raise awareness to access services.

RCRC staff just completed a mandatory Cultural Competency Training with Dr. Barbara Stroud who has provided trainings for six regional centers throughout the state. Future trainings will follow and will be more specific to Hispanic and Native American cultures in RCRC's four county catchment area.

A Request for Proposal (RFP) was released on May 1, 2018 for Parent Mentor Services which will provide outreach to Hispanic and Native American parents of RCRC clients and potential eligible individuals to increase RCRC understanding and awareness and improve access and utilization of regional services as well as generic and/or community resources.

RCRC participated in many planned events during Autism Awareness month (April) and additional outreach activities are planned throughout the year. Please contact M. Ochoa with information for any upcoming events in your community.

**RCRC's Facebook Page:** M. Ochoa reported that RCRC's Facebook page has over 500 likes and looking to add more followers and likes in the future. RCRC has linked information posted on their website [www.redwoodcoastrc.org](http://www.redwoodcoastrc.org) as well as posters in each office noting our Facebook and website links.

**Employment Incentives** – R. Blumberg reported that regional centers are forming partnerships at the state level between the Department of Education, the Department of Rehabilitation and the Department of Developmental Services to promote real work for real pay. K. Nash commented that it's been wonderful to see new employment opportunities open for clients through integrated employment and paid internships that turn into permanent employment. A small group of RCRC staff have developed an Employment First committee that has developed a draft Employment First Policy that will be brought before the board in July. If approved, the Policy will become language in RCRC's service provider contracts. K. Nash will provide a detailed report that includes the number of clients participating in integrated/competitive employment as well as paid internships.

**CMS Waiver and HCBS** – K. Nash reported that the following RCRC service providers have been awarded a total of \$750,000 in grant funding to expand their services. Those services include Ability Road, Carol Sunde Center, Glen Haven, HCAR, and Parents & Friends, Inc. K. Nash added that RCRC has very few service providers that pay sub-min wage. Rick notes that some numbers are in our year end Performance Plan report posted on our web site.

**8.c) Service Provider Contracts** – K. Nash reported that contracts have been posted to a secure portal via RCRC's website so that members of the board may access and review contracts over \$250,000 annually. The executive committee met with R. Blumberg, P. Okey, and K. Nash the evening of Friday, May 11<sup>th</sup> to answer questions and finalize their recommendation to the full board to approve RCRC Service Provider contracts that are over \$250,000 annually for fiscal year 2018-2019. It is reported that there is one contract amendment that is needed to correct the contract term. However, this correction does not affect any other aspects of the contract. K. Nash will see that the contract is amended.

**M/S/C - S. Perez (J. Ingram-Obie) approve the 2018-2019 Service Provider contracts with the amendment to one as noted.**

Discussion continued regarding computer accessibility for some board members. R. Blumberg would like RCRC to consider the purchase of tablets that would provide easier computer accessibility in the future as well as IT support (as needed). K. Nash and K. Orsi will also assist board members with access to the postings to RCRC's secure portal.

**M/S/C J. Cunningham (S. Perez) Request additional details pertaining to costs to purchase tablet technology for board use as well as IT support for future computer accessibility for all board members.**

J. Ingram-Obie called a ten minute break at 11:00 a.m.  
J. Ingram-Obie called the meeting to order at 11:10 a.m.

**Administrators Report –**

**9a) Review of Report Package–** P. Okey explained that Governor Brown submitted the May Revise yesterday and what is expected in the coming budget year. There are no projected changes for funding to the Department of Developmental Services (DDS). Developmental Centers will receive a \$2.2 million increase due to upcoming planned closures. Most of the regional centers budgets are based on caseload and several other factors. DDS is projecting less than a one percent reduction in caseloads which equates to .03 percent reduction in POS and OPS for the current fiscal year 2017/18 and .09 percent reduction for FY 2018/19. It was noted that POS will receive a funding increase for FY 2018/19 due to a rate increase for Home Health agencies. OPS projections for FY 2018/19 will anticipate a half million dollar decrease statewide. Additional information will be available during the upcoming ARCA meeting that P. Okey will be attending the end of May.

The state budget must go through the legislative and budget committee process which will then be presented to Governor Brown to sign by June 15<sup>th</sup>. This process is political and the recommendation that this board develop a Legislative Committee is extremely important to assure adequate funding for OPS and POS in the future.

P. Okey reported that RCRC's spending authority has not changed from his last report during the March 17, 2018 board meeting. RCRC is anticipating that FY 2017/18 will end well for our POS budget and a projection of approximately \$100,000 surplus for OPS. The surplus is due to the reclassification of several OPS expenses to the appropriate earmarked budgets as well as RCRC's current hiring freeze and several staff leaves of absences.

R. Blumberg and P. Okey continue to advocate with DDS regarding RCRC's OPS underfunding and hope to meet with them in the near future. Discussion continued regarding the addition of a board Legislative Committee and salary disparities within the 21 regional centers statewide as salaries are not standardized and differ widely depending on the area of the regional center.

**9b) DDS Audit Update (FY 2013-14 & 2014-15)** P. Okey noted that the mandates require that the board review and approve the Audit Reports and once approved the reports will be posted to RCRC's website. P. Okey guided the board through the Executive Summary which includes eight findings, two of which have been deleted. P. Okey guided the board through each finding and provided details regarding what steps have been completed to correct each of the findings.

P. Okey called for any comments, questions or concerns. P. Jensen requested details regarding contract and contract UCI's. K. Nash explained that all contracts have been corrected going forward. P. Jensen commended P. Okey and RCRC for a very good Audit Report.

S. Perez reported that P. Okey's report for the audit findings included all documentation to substantiate the corrective actions that were taken by RCRC and was presented to the board for review and it is recommended that the board approve the DDS Audit Report for RCRC FY 2013-14 and 2014-15.

**M/S/C: L. McCallum (M. Yates) approves the Audit Report of the Redwood Coast Regional Center for FY 2013-14 and 2014-15.**

#### **10. Committee Reports**

**10a) Executive Committee Report** – This report was provided at the beginning to today's meeting. There are no additional comments.

**10b) Treasurer's Report** – S. Perez expressed deep concerns about RCRC's operations budget and would like to see a standardization for the regional center system statewide. Several members of ARCA have reached out to S. Perez to invite him to attend the upcoming ARCA Board of Directors meeting this June. However, S. Perez expressed reluctance due to budget concerns. R. Blumberg commented that RCRC supports S. Perez attendance noting that the costs for his participation will not impact the RCRC budget and recommends that the board approve his participation during the upcoming ARCA Board of Directors meeting.

**M/S/C S. Valente (A. Marquardt) approve S. Perez participation at the ARCA Board of Directors meeting on June 21 and 22, 2018 and financing his travels (per Bylaws).**

**10c) Board Development Committee** – S. Valente reported that there are still vacancies on the board for Mendocino County and as well as the need for a director from the Hispanic community. To plan ahead for the upcoming Annual Board meeting in July, S Valente will be compiling data regarding the vacancies, terms, officers, and committees and will send an email to all board members to contact her of their interest by Friday, June 15<sup>th</sup>. This information will then be shared with the full board prior to the July meeting.

#### **ACTION:**

- **S. Valente will forward an email to all board members (and will mail information to those who do not have access to email) requesting their interest in remaining or becoming an officer, volunteering to serve on a committee, terms of directors and recruitment to fill vacancies. Directors are to reply to S. Valente by June 15, 2018.**

**10d) Vendor Advisory Committee Report** – P. Jensen provided the following highlights from the Alliance of Service Providers meeting that was held on Wednesday, May 2, 2018:

- **UVAH:** Spring Fling was held on April 13<sup>th</sup> and annual bowling fundraiser was held on April 28<sup>th</sup>. UVAH is now fully staffed. Ballots for UVAH Board of Directors will be mailed next week and currently looking for an additional member. Emergency succession plan for the Executive Director has been completed and we will begin planning for the upcoming departures of the ED and senior manager. Four staff attended the PCT gathering in Petaluma. UVAH has formed an Employment Committee to



help staff train up on the skills needed for self-advocacy assessments and job coaching. UVAH had a training on paid internships and we are looking at a pet grooming business for our first one.

- **ABC-Lake County** – recently held a Cinco de Mayo party and a spring dance with a client band that performed. They hosted a recent bowling trip with their Mendocino group. Seventeen of nineteen people have paid employment and the Employment Training Specialist is training staff. ABC has hired nine more people.
- **SCDD** - Sheli Wright is the director at the North Coast office of the State Council on Developmental Disabilities. S. Wright attended the ASP meeting and introduced herself to the group and asked members to notify her with any matters that they might like the State Council to focus on. S. Wright has been attending local trainings and plans to attend the upcoming Disaster Preparedness Planning conference with Health and Human Services on May 15<sup>th</sup>. SCDD is working with the transition panel for kids graduating and will be meeting with adult service providers to review new options. D. Gourney will be sharing information about ICE cards (In Case of Emergency) that are available through the State Council during the Disaster Preparedness Planning conference.
- **Parents & Friends, Inc.** – Staff members are receiving training via the College of Director Supports and CPR from in-house staff. Two staff members attended the PCT gathering in Petaluma. P & F, Inc. is building a new residential facility for seniors (completion expected in June) which will be a four-bedroom facility with a lift tracking system throughout. The Community Connection Program is expected to reach its capacity of 30 and will apply for a new license. P & F, Inc. continues to receive new referrals and have ten new staff members. Four clients have obtained jobs and one will be entering into the paid internship program soon.
- **People Services** – Hopeful for an operational rate increase as the agency health insurance plan has increased nine percent and liability insurance has increased by ten percent. People Services will be hosting a spring dance (first Prom themed - formal) in Kelseyville and the annual Chicken-Q fundraiser will be held on June 2<sup>nd</sup>. People Services local Emergency Response Coalition is back up and running. Services in Lakeport are growing and they are looking for three more referrals. The first paid internship has begun and they are looking to begin a second. Executive Director, I. Dumont is preparing the CIE/PIP info sheet to assist staff with using the new programs and succession planning has begun for her future departure (retirement).
- **Community Catalyst** – They have a team that will participate in the upcoming Human Race event. Their Consumer Advisory Committee has been hosting event and serving healthy food choices (salad bar) and reported that all but one person tried eating something new. They continue to work with staff and clients to learn how to get more fiber and nutrition in their diets. The agency is still not fully staffed.
- **CBEM** - Agency reports that they need one more Critical Intervention Specialist in Ukiah and they are starting a crisis intervention team with autism youth and parents.
- **Community Employment Links** – Reported that they have two new

clients and need to hire one more person. They attended a recent local job fair and provided information and they are preparing for the Farmers Market Crafts Fair. They presented Paid Internship Program to employers including a district manager of a new store in the area who was very interested in the program. They plan to attend the Smith River job fair as well and noted these events are a great way for clients to meet potential employers.

- **Families united** – Still recruiting for a program director, and short on staff. There is still a freeze for new referrals due to the short staffing. Lake County families have asked about hiring family members and each situation has been carefully reviewed to assure a good fit depending on family dynamics. Lea's daughter has completed her ABC book and ready to be published. Trajectory has assisted with this project and the digital format will be available by download from Amazon.
- **Trajectory** – They held their annual 3x3x3 tiny art show and one of their artists has been hired as curator for the Humboldt County Fair. This is a two-week position with a very nice stipend.
- **Reaching for Independence** – It was reported that their Paid Internship Program is doing well resulting in two paid jobs and their lawn care services currently has 198 customers.
- **Autism Advocacy Intervention (AAI)**-a private for-profit agency and applying for non-profit status located in Lake County) – AAI is currently supporting two Head Start classes in Mendocino County and they are working well with public schools in Lake County. They provide clinics in Clearlake and Nice as well as parental training in homes. AAI strongly encourages parents to form their own support groups. AAI has thirteen employees (ten are registered behavior technicians). They are fully staffed but have room for more as they have a significant wait list.
- **Mendocino College Disability Resource Center** - Nick Wright introduced himself as the coordination counselor and he is hoping to connect and collaborate with service providers at RCRC. The college will be offering some classes that clients may be interested in and they may have an opening for an audio-assistive technology assistant in the near future.
- **Independent Adult Services** – Valerie Johnson is working to retire. The local manager at Social Security has left which has negatively impacted the services that some clients are receiving.
- **ASP Vendor Representative** - Cynthia Swimm (from ABC in Lake County) was elected by the ASP Group and will be taking the place of Pamela Jensen as the RCDSC Vendor Representative.
- **Live Well** – Valerie Johnson shared information about the Live Well program offered by Ukiah Valley Adventist Health which will provide assessment, case management support and classes based on assessment results. This program will be beneficial and will help people at risk for diabetes and other health related issues.
- **State Level Advocacy** – There is an urgency to advocate with legislators for a four percent rate increase to help cover cost increases and to eliminate the proposed furlough days (five) from the governors proposed budget.

- There was a Behavioral Management meeting that followed the ASP meeting. RCRC (with Cindy Claus-John) will help coordinate ProACT training (train-the-trainer model) for our area.

S. Valente thanked P. Jensen for her valuable service on the Board as the Vendor Representative.

#### **11. ARCA/ARCA CAC Report (CAC Report included in BOD Packet)**

**11a) ARCA Update** - R. Blumberg touched on some details during his Executive Directors report and adds that ARCA is strongly advocating for the Vendor Rate Study and that we have a voice on how it is carried. This is a high quality study and regional centers will have a roll in the recommendations of that study. The Self Determination Project was also discussed and regional center's share concerns with some aspects of liability regarding individual purchases and budgets. It is noted that those with individual budgets can hire an Independent Facilitator who could assist them with the services and supports that they need. P. Jensen encouraged Board members to attend an upcoming Public Meeting in their area regarding the Self Determination Project.

**12. AD-Hoc Strategic Planning Committee** – S. Perez provided some background noting that the board and RCRC with the facilitation assistance of Kinetic Flow worked on long-term strategic planning outcomes to develop priorities over a five year period.

#### **ACTION:**

- **K. Nash will forward the data from the past strategic planning meetings to R. Blumberg and K. Orsi who will forward to S. Perez.**

#### **13. Old/Tabled/Unfinished Business**

**13a) Update – ARCA Board of Directors Representation – This discussion will be tabled to the July 20<sup>th</sup> meeting as C. Seames-Miller is not in attendance.** S. Perez will be meeting with the ARCA committee in June during their annual meeting.

#### **14. New Business**

**14a) Legislative Committee** – S. Perez requested a brief discussion as he would like to reestablished this committee as the legislative process is a great way to learn about organizations overall. This committee would have a Chair and a group of representatives from each county who will organize locally and correspondence regularly.

**14b) Board Post Office Box** – R. Blumberg requested feedback from the board regarding P.O. Box 8422 that is maintained in Eureka for the RCDSC Board. This box has been monitored for months and no mail has been received with the exception of junk mail. Discussion continued regarding an alternative address and it is recommended that the post office box be closed and the RCRC Executive Office at 1116 Airport Park Blvd., Ukiah, CA 95482 will be the new mailing address for the RCDSC Board of Directors. Once the post office box is closed a forwarding order will be submitted to the USPS and the mailing address updated on RCRC's website.

**M/S/C S. Perez (J. Cunningham) approve the recommendation to close Post Office Box 8422 in Eureka.**

**14c) Request for Approval to Contract with CalPERS Retiree** – P. Okey requested support from the board that would require their action to approve. RCRC's POS department (processes payments to vendors) is significantly understaffed with a recent retirement, an unexpected medical leave, and a vacancy. P. Okey is currently pulling in temporary assistance support staff and would like to request the board's permission and approval to bring back a CalPERS retired annuitant. The only way to do this without jeopardizing the annuitant's retirement is to bring them back within 180 days of their retirement along with the boards approval during a public meeting which is documented in the meeting minutes. P. Okey recommends, with the boards permission, to hire a CalPERS Retiree for approximately 2 months to assist with the coming end of fiscal year tasks.

**M/S/C S. Valente (J. Cunningham) approves the recommendation with consent of the board to rehire the CalPERS annuitant on a temporary basis.**

**14d) July Annual Meeting Date Change and 2018/19 Board Meeting Schedule** – The original date of the annual July meeting was July 13<sup>th</sup> and board orientation on July 14<sup>th</sup>. An email was sent to board members (with email addresses) in April 12, 2018 to request changing the meeting date to July 20<sup>th</sup> (board development training on July 21<sup>st</sup>) due to scheduling conflicts with the trainer for the orientation and R. Blumberg. The majority of the board did approve the change of date by email and the update to the schedule was made and posted to RCRC's website for public notification in April. S. Valente recommends that there is adequate motivation to keep the July 20<sup>th</sup> and 21<sup>st</sup> date.

**M/S/C S. Valente (L. McCallum) approve keeping the July 20<sup>th</sup> and July 21<sup>st</sup>, 2018 dates for the Annual board meeting and board training.**

Discussion continued regarding who will be unable to attend the meeting on the new dates. It is noted that one client director and two facilitators will be unable to attend and that a substitute facilitator will be available to assist the client director/CAC Chair. It was determined that the absences will not present any difficulties with attendance and a quorum will be present.

**2018/19 Board Meeting Scheduled** – It is noted that the meeting schedule for FY 2018/19 should be carefully reviewed to avoid conflicts with holidays, ARCA meetings, and Mother's Day weekend.

**14e) Client Board Packets Review** – M. Yates requested a discussion regarding the client board packets noting that the new format is difficult to follow. Discussion continued regarding these changes and S. Perez recommended that the client directors work with agency staff to develop an agenda format that is useful for them.

**M/S/C S. Perez (J. Ingram-Obie) The client board members will work with designated agency staff to develop an agenda/board packet.**

**15. County by County Liaison:**

- **Humboldt County** – M. Yates reports that she will be going to Disneyworld.
- **Lake County** – J. Cunningham introduced her family to the board. A. Marquardt reported that the Special Olympics Bocce Ball team won a bronze medal and the Special Olympics Track Meet is coming up next week.

**\*\* Additional Recommendation: S. Perez recommended that all board members gathering for dinner at 5:30 p.m. on July 20<sup>th</sup>, prior to the board meeting.**

**ACTION:**

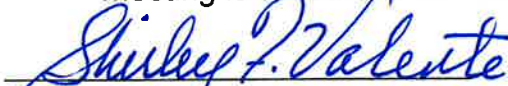
**S. Perez will forward an email to board members prior to the July meeting to finalize this plan.**

- 16. Community Input** – Mr. Joe Ayers reported that Dave Hingsburger provided an excellent training with two service providers as well as a public training that Mr. Ayers attended, adding that the training was video recorded. The training topic was recognizing and preventing abuse. Mr. Ayers highly recommends reviewing the video from this training. K. Nash noted that RCRC has a clinical library of resources available for check out.

In closing, Mr. Ayers noted that he recently met a client and his father and during their discussion the family noted that they are experiencing difficulties with affordable housing and transportation on the Coast. Mr. Ayers reported that these are unmet needs on the Coast and parent support groups which would be a great way to meet and share information. S. Valente reported that she has also heard of a similar interest for parent support groups in inland Mendocino County. Discussion continued about support groups and how to spark interest within local communities. RCRC will continue to support efforts in hopes that new groups will be formed.

**17. Adjournment:**

**M/S/C S. Perez (J. Ingram-Obie)** This meeting was adjourned at 1:26 p.m. The next meeting is scheduled for Friday, July 20, 2018 in Ukiah, CA.

  
Shirley Valente, Secretary  
RCDSC Board of Directors

kao