

**REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION
MINUTES**

**Regular Meeting
Board of Directors**

**FY 2012-2013 #4
Saturday, March 16, 2013
Crescent City, CA**

DIRECTORS PRESENT	Dorothy Pasch	Mary Yates
Silas M. Morrison	Kelly Livingston	Beverly Fontaine
Claudia Boudreau	Pamela Jensen	Trixie Galletti
Brandon Boelter	Jason McCuan	Jesus Macias-Baleon
Sandra Tyrrell		

DIRECTORS ABSENT	Mary Wheatley	Tara Hawkins
	David Matson	

FACILITATORS PRESENT	Robert Tippey	Ramona Tate
Connie Davies	Patrick Cross	Kristi Patterson

STAFF PRESENT			
Clay Jones	Donna Landry-Rehling	Patrick Okey	Kim Nash
Mary Block			

OTHERS PRESENT	
H. Sage	J. Sage

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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. Boelter agreed to be today's timekeeper.
 - 2. Reading of Vision** – B. Boelter and S. Tyrrell read aloud the Vision of Redwood Coast Regional Center.
 - 3. Community Input**
 - Mary Block announced that March is National Social Worker Month. She distributed the proclamation that C. Jones put forth that recognizes the work that RCRC does as a social services organization.
 - S. Morrison announced that the Eureka People First Chapter will be hosting a fund raiser.
 - H. Sage requested that RCRC adjust its website so that information contained in documents that are posted there cannot be searched by 'BOTS'.

ACTION: The RCDSC Board of Directors asked that RCRC staff pursue a way to post the meeting minutes in a manner that does not allow the names of guests attending the meetings to be found on internet searches.

- K. Nash noted that April is autism awareness month. Events related to this topic will be posted on RCRC's website.
- P. Jensen commented that March is also Developmental Disabilities month.
- K. Livingston announced that she must leave the meeting a little early today.
- S. Tyrrell announced that a People First member has been acknowledged for exceptional contributions to the group.

4. *Approval of Agenda

M/S/C – B. Fontaine (S. Morrison) moves to approve the agenda with the following amendment: Five additional minutes will be added to the Vendor Advisory Committee Report.

5. *Approval of Jan. 12, 2013, Minutes

M/S/C – S. Morrison (B. Boelter) moves to approve the minutes of Jan. 12, 2013.

- 6. Executive Director's Report** – C. Jones referenced his written report (included in the board packet) and commented that the Governor's revised budget is expected to be available in May. He noted that he does not expect any significant changes. RCRC is waiting to learn whether or not an additional allocation may be forthcoming.

RCRC is working with ARCA and other regional centers to comply with new requirements contained in Trailer Bill Language this year, referred to as "POS Disparity" reporting. This new law requires that all regional centers report and post the amount of POS funds expended according to client ages, the five categories of eligibility for regional center services, and other defined parameters. The new law is intended to assure that recipients of regional center services are treated with parity and fairness. The Board of Directors will be kept informed as the process moves forward.

RCRC is working with Kinetic Flow to prepare for Service Provider and RCRC Staff satisfaction surveys this year. The surveys are expected to be completed by early Summer. Kinetic Flow will provide the Board and staff with the reports and analyses/recommendations in the Fall.

C. Jones distributed information about the ARCA Client Advisory Committee (CAC), including requirements, responsibilities, meeting schedule, and travel considerations. The RCDSB board does not currently have a representative to the ARCA CAC and the RCDSB bylaws are silent with regard to the ARCA CAC. The RCDSB bylaws do address the duties of the RCDSB board's Client Liaison as an officer. C. Jones recommended that this board wait until the next ARCA

fiscal year cycle to activate the CAC representative position, as there is only one more RCDSC meeting for this year.

7. **Administrator's Report** – P. Okey referenced the financial report that was distributed with the board packet. He explained each component of the report and provided an update on the newly received information from the D-2 budget allocation. In OPS, RCRC received \$66K more than last year's OPS allocation. In POS, RCRC received an additional \$844K. He commented that most other regional centers have had money taken away in both categories. RCRC is at 93% of last year's allocation at this time. When DDS has a cash flow problem, RCRC has a cash flow problem. He explained the process by which RCRC receives reimbursements from the DDS, as well as the status of the lines of credit. He noted that he has added additional client information to the line graphs this time. The sequestration has had minimal impact on the RC service system with the exception of any federal programs that are being cut back.

The recent independent audit is nearly final and is expected to be available prior to the May board meeting. With regard to the recent DDS audit, Patrick explained how each of the four findings have been resolved.

RCRC continues to show a downward trend in Operations expenditures. There is a projected \$8.1 million POS deficit due to underfunding. Both areas of the budget (POS and OPS) received less funding at the start of this fiscal year.

With regard to the Consumer Benefit Fund, the Humboldt Area Foundation fund has seen a 7% increase in value, with the Mendocino Foundation fund showing a 5% increase in value.

8. **President's Report** – K. Livingston announced that T. Hawkins has submitted her resignation from the board as she is moving out of the area.

M/S/C - S. Morrison (J. Macias-Baleon) moves to accept the resignation of T. Hawkins. B. Boelter was appointed to the position of Secretary of the RCDSC Board of Directors.

- Description of the agency - K. Livingston noted that the Board wants a statement that could be used to quickly describe what RCRC does. She submitted the following:

"RCRC provides supportive services to people with developmental disabilities and also to their families, ensuring that in our communities, all people are supported, respected, valued and included." - RCDSC Board of Directors, March 2013

She suggested that this statement be used for a year and then revisited for any

changes. S. Tyrrell displayed a button that she made with the words "Ask me" on it.

ACTION: K. Livingston requested that the submitted statement be placed on the RCRC website.

9. Treasurer's Report – C. Boudreau deferred to the Administrator's report.

10. Committee Reports – Finance Committee – No further report.

10a. Vendor Advisory – P. Jensen reported some of the highlights of the recent Alliance of Service Providers (ASP) meeting, including:

- People Services, Inc. was invited to take part in a county-wide wellness program. They have created a wellness brochure for clients. They have been active in community events with SELPA and the Special Olympics Polar Plunge. They continue to experience fiscal challenges with their supported employment program.
- Dennis Faye reported that Community Care's art program is doing well and may expand to a third day. the Senior Program is also doing well in collaboration with the Senior Center. They have a hired a new person to lead the Horizons Program for people in recovery. Their supported living program is fiscally unsound and they will decide what to do with this program next month.
- HCAR has renewed its contract for "The College of Direct Support" online training. Several service providers use this online training program.
- Lea Montgomery's service, Families United has a completed website. The business is stable right now.
- UVAH's 'Spring Fling' is coming up next month. They are also planning to move forward to install a new cooling system for Enhanced Services. The Rural Adult Program is running at a significant deficit. Its future will be discussed during the agency's budget process. Pam reported that the Affordable Care Act is coming. Some of the parameters of this legislation could adversely affect service providers. P. Jensen reported that most providers are concerned about increases in expenses without increased revenues. She also talked about additional pending legislation and their potential impacts on the service provider community.

10b. ARCA Report – C. Boudreau reported that she did not attend the last ARCA meeting and will also miss the next meeting. A new executive director for the Sonoma Developmental Center (SDC) has been hired. Efforts are underway to move SDC clients elsewhere. Many community meetings have been taking place to address projected employment and other changes.

At its January meeting, the ARCA discussed the new disparity reporting process. In addition, a Senate Budget Subcommittee hearing is coming up in order to receive input from various organizations and people about the changes at the SDC. Regional center and ARCA representation will be present at those meetings.

10c. Ad Hoc CCS Committee – K. Livingston asked the board whether or not this committee should continue. C. Jones commented that the issues associated with California Children's Services (CCS) are visible elsewhere across State as well. ARCA is gathering more information from other regional centers to learn whether others have been affected the same way RCRC clients have been affected. RCRC staff will continue to address the CCS issues and pursue remedies at the State level.

M/S/C – B. Boelter (C. Boudreau) moves to dissolve the AD Hoc CCS Committee.

10d. Consumer Benefit Fund – J. McCuan and B. Fontaine referred to the Client Benefit Fund policy (#10) and the various changes that have been made over time. Currently, the fund is frozen. The Committee wants to begin using the procedures to see how they work.

M/S/C – J. McCuan (P. Jensen) moves that June 2013 be opened as a grant application month in order to test the new process to see how it works. The Committee, which is comprised of J. McCuan, B. Fontaine, P. Okey, and M. Block, will provide the next step details, by developing a procedure by which monies can be distributed.

10e. Election Committee – B. Fontaine reminded all that each board member has the responsibility to recruit new members. There will be seven (7) vacancies that will need to be filled in the upcoming election. D. Landry-Rehling will submit the PSA for this year's election. Staff were asked to talk to service coordinators for suggestions for possible board members among their families and clients.

11. Tabled/Unfinished Business – No further business.

12. New Business - Review of Board Retreat Notes.

ACTION: This topic was tabled until the next meeting.

C. Jones announced that a conference call will be set up for the Finance Committee to discuss the review of the vendor contracts. As before, once the conference call has been held, board members will be asked to review the contracts and then conduct a telephone conference prior to the May board meeting.

- C. Jones reported that the Area One Board is interested in having a combined meeting (partial or full) with the RCRC board. **ACTION: C. Jones will notify the Executive Director of the Area 1 Board that the RCDSB Board is interested in holding a combined meeting.**
- B. Fontaine asked if any board member was willing to provide their personal email on the board's web page for direct access by the public. **ACTION: P. Okey will check with RCRC's IT personnel for options that might allow direct access to the board.**

ACTION: These topics will be placed on the agenda for the May board meeting:
1) board email address; and,
2) select a board member to pick up the board's postal mail.

13. County by County Liaison

- P. Jensen noted that a survey will be administered in conjunction with the University of San Diego to gather information from clients, their families, providers and regional centers about what is working and not working with the developmental disabilities system and what is missing. She will be working to get input from people in our area about this over the next several months.
- S. Morrison announced that he hopes to be able to attend a People First meeting in Ukiah.
- S. Tyrrell reported that a conference regarding TACT will take place at UCSF in March.
- P. Okey reported that a memorial fund in the name of Ana Mahoney has been set up to benefit Plowshares, a non-profit organization.

14. Community Input

15. Adjourn

M/S/C – J. Macias-Baleon (S. Morrison) moves to adjourn the meeting at 12:29 p.m.

The next meeting is scheduled for Saturday, May 11, 2013, in Fort Bragg, CA.

Mary Wheatley, Vice-President *for*
Brandon Boelter, Secretary
RCDSB Board of Directors

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