



# Redwood Coast Regional Center

Respecting Choice in the Redwood Community

**DATE:** June 2, 2021  
**TO:** RCDSC Board of Directors  
**FROM:** Kim Orsi, Executive Assistant  
**SUBJECT:** **UPDATED Board Meeting Agenda – Wednesday, June 9, 2021 at 6:00 p.m. by Zoom Video/Teleconference and AT&T Telephone Conference**

## **Updated Meeting Agenda Attached**

Please find the updated agenda and supporting documents enclosed for the June 9, 2021 Board of Directors' meeting. Due to issues of urgency, agenda item 7, Director of Administration Report is amended to include an update, discussion and action regarding the Lease Agreement for the proposed RCRC Clearlake office at 14888 Olympic Blvd., in Clearlake, CA and item 9 New Business has been amended to include a discussion and action regarding a Start-up Contract of \$250,000 or more. There are no other changes except formatting updates.

This meeting will be held by Zoom Video/Teleconference and AT&T Telephone Conference.

**BY Zoom:** In order to join by Zoom, please visit the Zoom website at <https://zoom.us/join> where you will be prompted to type the Meeting ID followed by the Meeting Password. You may also copy and past the link to your web browser to join the meeting. You can also join the meeting by telephone through Zoom by dialing the Zoom number below. You will also be prompted to enter the Meeting ID and Password.

<https://us02web.zoom.us/j/87440232478> (letter 'j' in the link)

Meeting Password: 434077

Meeting ID: 874 4023 2478

Zoom Dial in Option by Telephone: 1-669-900-6833

**BY AT&T Teleconferencing:** Using any telephone, call in by dialing the following toll free number and access code:

Dial Toll Free: 888-278-0296 (you are not required to dial '1' if using a smart phone).

Access Code: 7928387

Please do not hesitate to contact me with any additional questions: 707-462-3832 x260 or [korsi@redwoodcoastrc.org](mailto:korsi@redwoodcoastrc.org).

Thank you.

cc: RCDSC Packet Mailing List/Facilitators  
RCRC Offices and RCRC website: [www.redwoodcoastrc.org](http://www.redwoodcoastrc.org)

**UPDATED MEETING AGENDA DUE TO ISSUES OF URGENCY**

**Redwood Coast Developmental Services Corporation**

**Board of Directors**

**Wednesday, June 9, 2021 at 6:00 p.m.**

**By ZOOM Video/Teleconferencing**

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**Meeting ID: 874 4023 2478**

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**AGENDA**

- 1. Call to Order/Roll Call/Introductions (3 min.)**
- 2. Select Timekeeper/Sharing the Vision (2 min.)**
- 3. Approval of Agenda (2 min.)**
- 4. Approval of the May 12, 2021 Board of Directors Meeting Minutes (2 min.)**
- 5. Community Input (3 min. each)**
- 6. Executive Director's Report – Dr. K. Smalley (8 min.)**
- 7. Director of Administration's Report – A. Medina (8 min.)**
  - a) 14888 Olympic Blvd., Clearlake, CA – Potential RCRC Office and Lease Agreement. Discussion/Action Requested**
- 8. Standing Committee Reports (8 min.)**
  - a) Vendor Representatives Report**
- 9. New Business: (10 min.)**
  - a) Start-Up Contract of \$250,000 or more - Discussion/Action**
  - b) Election of Officers for July 1, 2021 to June 30, 2022**

<b>President</b>	<b>Vice President</b>	<b>Treasurer</b>
<b>Secretary</b>	<b>Client Advisor</b>	

- 10. ARCA Report – Dr. Smalley (5 min.)**  
a) ARCA Board Delegate – T. Leighton  
b) ARCA CAC Report – C. Miller

- 11. County Liaison and Connection Reports (5 min.)**
- Lake County
  - Mendocino County

- 12. Community Input (3 min. each)**

- 13. Close the Meeting**

Acronyms:

ARCA: Association of Regional Center Agencies  
ASP: Alliance of Service Providers  
BCBA: Board Certified Behavioral Analyst  
CARF: Commission on Accreditation of Rehabilitation Facilities  
DDS: Department of Developmental Services  
DHHS: Department of Health and Human Services  
ILS: Independent Living Service  
MHSA: Mental Health Services Act  
OCRA: Office of Clients' Rights Advocacy

OPS: Operations  
PEP: Purchase of Services Expenditure Projection  
PPE: Personal Protection Equipment  
POS: Purchase of Services  
RCRC: Redwood Coast Regional Center  
SCDD: State Council on Developmental Disabilities  
SLS: Supported Living Service  
UVAH: Ukiah Valley Association of Habilitation  
W & I Code: Welfare and Institutions

## Approved Clearlake office – Draft Lease Summary

Per the approval of the Board of Directors on the May 12<sup>th</sup>, 2021 meeting, negotiations have continued regarding the potential sixth office site at 14888 Olympic Blvd., Clearlake in the Burns Valley Shopping Center. The final draft of the lease contains the following information:

- Premise size of 1660 sq. ft., approximately 27'8" by 60'
- Lease term: 10 years effective July 1, 2021 through June 30, 2031
- Annual rent increase will be fixed 3%
- Requirement of \$1 million minimum in Liability and Property Insurance coverage
- Rent costs:
  - \$2075 monthly rent
  - \$2075 security deposit
  - First three months rent will be at no charge
- Common Area Maintenance (CAM) monthly cost at \$747 plus \$59 sewer fee.
  - The CAM includes cost for Insurance and Real Property.
- Includes clause to hold DDS harmless as required per our contract.
- All other items in the draft lease are considered standard and agreeable terms.

## **RCRC CRDP FY20/21**

RCRC will be contracting with Brilliant Corners, a Housing Development Organization (HDO) to purchase and renovate a single family home to be operated as an Enhanced Behavioral Support Home (EBSH) for children in Humboldt County. See full description of home below.

**Acquisition Funds Approved by DDS: \$200,000.**

**Renovation Funds Approved by DDS \$300,000.**

*RCRC will be requesting CRDP funds for a service provider to operate the home in FY 21/22.*

### **Enhanced Behavioral Support Home (EBSH) for Children**

**A) Identification of Community Resources Needed:** Development of an Enhanced Behavioral Support Home for children, licensed as a "Group Home" by Community Care Licensing (CCL) for (4) children. The home will serve children with intellectual/developmental disabilities, autism spectrum disorder and mental health support needs. These children have intensive behavioral support needs, who have been identified through RCRC's unmet needs and CPP/CRDP process. The age range of children served will be 11 - 17 years old. The home will provide a person centered, positive behavior supportive and therapeutic community living environment for children and adolescents who have not had adequate support to remain in their family homes and/or in other licensed living arrangements in the community. The home will provide and maintain positive behavior support services and planning along with a life skills training program in a stable environment, so that they can continue to live within the community setting in which they are familiar, as well as learn skills that will prepare them for independent or supported adult living options.

**B) Results of Outreach Activities:** *Outreach activities were held in FY 19/20; though RCRC was approved funding for this project in FY 19/20. RCRC was unable to find an HDO who met the minimum requirements requested in the RFP process. Therefore, RCRC is requesting this project be moved to FY 20/21.* During a public input meeting held regarding RCRC's 2019 Performance Plan on 9/29/18, it was noted that there is a need to further develop homes for children that offer positive behavioral supports utilizing a model of 4 beds or less. Additionally, RCRC held a public input meeting on Friday 5/24/19, regarding RCRC's FY 19/20 CRDP proposed projects. The attendees included RCRC clients, service providers, and RCRC staff from Humboldt and Mendocino County. Attendees were supportive of this project and provided input regarding its development. For example, attendees noted that families should be involved in transitions to the home; direct support staff should be paid a professional wage between \$15 and \$18 per hour; and that people with disabilities should be included in home visits to provide input into how services are going.

**C) Justification:** RCRC currently has 4 small Group Homes, serving two to four children each in our catchment area. These Group Homes focus on serving kids with mental health needs. RCRC has needed to seek out of home placement that resulted in out of area placements for children. RCRC currently supports approximately 1400 children, and only has a total of 10 children's beds in facilities throughout our catchment area. In order for RCRC clients to remain in our local catchment area and near their families, a need has been determined for another home that can support children with intensive behavioral support needs. Finally, input gathered from public meetings held on 9/29/18 and 5/24/19 indicates that the community sees the need for the proposed EBSH for children. Community support will be crucial in creating a successful resource for children referred.

**D) Track Progress:** During the development phase RCRC will meet with the contractor monthly and offer technical assistance, as needed, to assure that the contractor is meeting timelines and project milestones as required per CRDP guidelines and contract agreements with RCRC.