

Meeting Minutes

REDWOOD COAST DEVELOPMENTAL SERVICES CORPORATION

Meeting of the Board of Director by Zoom

Wednesday, January 10, 2024

Closed Session 5:30 p.m. to 6:00 p.m.

Regular Session 6:00 p.m. to 7:00 p.m.

by Zoom Video/Teleconference

#4 FY: 2023-2024

Directors Present Haley French, Allison Hillix, Bill Lacy, Diane Larson, Tamera Leighton, Will Lewis, Jorge Matias, Chris Nifong, Mike Sawyer, Robert Taylor, Teresa Schnacker, Kendra Weigand

Directors Absent: Dave Matson, and Cassandra May

Facilitators Present: Mark Konkler and Michele Rice

RCRC Staff Present: Mary Block: Director of Client Services, Nichole Haydon: Director of Human Resources, Alma Ingram: Diversity Outreach Specialist, Amy Medina: Director of Administration, Kim Orsi: Executive Assistant, Jonathan Padilla: Director of Community Services, Dr. Jacinthe Roy: Director of Clinical Services, and Dr. Kimberly Smalley: Executive Director

Others Present: Jaclyn Balanay: Primary Liaison, DDS Office of Community Operations Community Programs Specialist, Dolores Delgado: Spanish Translator, Julie Eby-McKenzie: Manager of the North Coast Office of the SCDD, Julian Ocegueda: Chat Spanish Translator

- 1. Call to Order/Roll Call/Introductions:** The regular meeting of the RCDSC Board of Directors was called to order by Board President M. Sawyer at 6:03 p.m. K. Orsi conducted rollcall and a quorum was present. K. Orsi read the Electronic Recording Disclaimer and RCRC Executive Staff were introduced. M. Sawyer read the Points of Order for Board of Directors' Meetings.
- 2. Closed Session Update:** M. Sawyer provided an update from the closed session prior to this meeting. During the closed session, the Board voted to renew Dr. Smalley's Employment Agreement from February 1, 2024, through January 31, 2025. The Board also approved the RCRC employee salary/benefits proposed action.
- 3. Select Timekeeper/ Sharing the Vision:** M. Sawyer asked T. Leighton to be timekeeper and H. French shared a portion of the Vision: *"We strive to be accessible, to be knowledgeable, to be accountable, to accomplish tasks in a timely and effective manner, and to offer and receive feedback formally and informally on how we are doing in fulfilling our mission and realizing our vision."*

4. Approval of Agenda: M. Sawyer called to approve the agenda and asked if there were changes and hearing none the agenda was approved as presented.

5. Approval of Meeting Minutes from November 8, 2023, Board Meeting: M. Sawyer called to approve the meeting minutes and asked if there were any changes or corrections and hearing none the meeting minutes were approved as presented.

6. Community Comment/Input: M. Sawyer called for community comment/input:

- J. Eby-McKenzie from the State Council on Developmental Disabilities provided the following update:
 - Upcoming Events: In-person voter training hosted by the SCDD, and presented by Disability Rights of California will be held February 5th through 9th (Lakeport, Ukiah, Eureka and Crescent City) Please email J. Eby-McKenzie at julie.eby-mckenzie@scdd.ca.gov or J. Padilla at jpadilla@redwoodcoastrc.org if you would like a copy of the training flyer that will provide additional details including locations.
 - Emergency Backpacks are still available for those who attend and complete Emergency Preparedness trainings. Upcoming trainings will be held on January 17 and 24, 2024. Please email J. Eby-McKenzie at julie.eby-mckenzie@scdd.ca.gov if you would like to receive a copy of the flyer as registration for the training is required
 - Upcoming Meetings:
 - SCDD Council meeting will be held on January 23, 2024, 10:30 a.m. to 2:30 p.m. The agenda (including Zoom/Teleconferencing info) can be accessed by clicking the following link: <https://scdd.ca.gov/councilmeetings/>
 - Regional Advisory Committee meeting: The next meeting will be held on January 25, 2024 from 4 to 6 p.m. by Zoom. The agenda (including Zoom/Teleconferencing info) can be accessed by clicking the following link: <https://scdd.ca.gov/wp-content/uploads/sites/33/2024/01/NC-Jan-2024-RAC-meeting-agenda.pdf>
- M. Sawyer shared that the State of California conducts a biennial One Day Homeless Point-in-Time (PIT) Count and Survey that will be held by county statewide beginning the week of January 22, 2024. Please share this information with RCRC providers and RCRC staff who may know of clients who are homeless so that they can be counted.

7. Executive Director's Report: M. Sawyer called on Executive Director, Dr. Smalley who, in lieu of her report, reviewed RCRC's National Core Indicators Adult In-Person Survey results for 2020-2021 by PowerPoint presentation. The presentation was developed using the DDS Dashboard <https://www.dds.ca.gov/rc/nci/nci-domain-dashboards/in-person-survey-ips/>

Dr. Smalley walked the board and attendees through the PowerPoint that included the following categories for Redwood Coast Regional Center:

- Overall Snapshot
- Activities Outside Home
- Choice
- Customers (Client) Experience
- Day Activities & Supports
- Employment
- Health & Wellness
- Information & Planning
- Language Access
- Service Access
- Social Relationships.

The PowerPoint presentation also included a short video regarding why the NCI Surveys are important. Upon conclusion of the presentation, areas of improvement (below state average) by RCRC included the following:

- Activities Outside of Home: Religious Services (at least once in the past month).
- Client Experience: Do services and supports help individuals live a good life and do individuals have staff who help them?
- Employment: Do individuals want a job if they currently do not have one and do individuals take job-related training or classes?
- Health and Wellness: Annual physical exam, hearing testing, women's health is below the state average.
- Information and Planning: Do individuals understand what was talked about at IPP meeting?
- Social Relationships: Do individuals want help contacting friends or making new friends?

Dr. Smalley called for community input and recommendations for improvement and the following was captured:

- Transportation: There is a lack of public transportation in our underserved communities and improvement is difficult due to our rural catchment area.
- Communication Devices: T. Schnacker thanked RCRC for the communication device that her son recently received and reported that it has made a difference by helping him to communicate with others while out in public.
- Education: W. Lewis commented that these programs work and have helped him as he's going back to school.
- T. Leighton reported that these surveys are conducted by interviews with regional center clients and families and encouraged others to review the questions as to how they might relate to our own lives.

In closing, R. Taylor asked J. Eby-McKenzie when the next surveys will be conducted. J. Eby-McKenzie replied that the NCI is run from the SCDD Orange County office and that the next cycle will be in-person surveys that will begin in October/November of 2024.

Governor's Budget: Dr. Smalley reported that the budget was released today (January 10, 2024) that reflects an anticipated deficit of \$39 billion dollars. Dr. Smalley hopes to have more information to share during the March Board of Directors meeting.

8. Director of Community Services Report: M. Sawyer called on J. Padilla who provided the following report:

- **Home and Community Based Settings (HCBS) Final Rule:** RCRC Client self-advocacy group RISE (Realizing Independent Success and Empowerment) is co-led by RCRC Client Advocates, Alex Bland and Elizabeth Hassler who are helping to advocate decision making authority on how HCBS funding is allocated. Recently, RISE has decided to provide funding, along with the other 20 regional centers, to create animated short films that will be training and self-advocacy tools for clients and staff that will illustrate the principals of the HCBS include choices of where clients want to live as well as their rights. The staff version will ensure they are engaging with clients in a person-centered thinking way. The films will be translated into a number of languages.
- **End of Sub-minimum Wage:** SMW will end statewide on December 31, 2024. The majority of RCRC clients have been transitioned into minimum wage positions with two service providers remaining that includes approximately 12 individuals that will transition to competitive minimum wage jobs in the next few months.
- **Social Recreation:** The contract with Redwood Parks Conservatory (RPC) for access to local state parks was set to end on December 31, 2023, and has been extended through March 31, 2024, and it is possible it will be extended again.
- **Person Centered Thinking:** PCT has been a big initiative at RCRC and RCRC currently has four PCT trainers and one PCT mentor. Over the past eleven months, RCRC has trained over 100 of its staff who have completed an 18-hour training module. There have been 24 vendored services providers and their staff who have also completed this training.
- **State of California Minimum Wage Increases:** Effective January 1, 2024, the state of California has increased the minimum wage to \$16/hr. RCRC is working with many vendored service providers that are eligible for a rate increase to comply with the new minimum which will be retroactive to 1/1/24.

9. New Business: M. Sawyer called on the following New Business:

- **Nomination and Vote for Chairperson for the Board Client Advisory Committee:** M. Sawyer reported that board member R. Taylor has been nominated as the Client Advisory Committee Chairperson and there were no other nominations. M. Swayer called for a motion to approve and ratify R. Taylor as the chairperson to the board CAC.

M/S/C: T. Leighton (T. Schnacker) motioned to approve and ratify R. Taylor's position as the chairperson of the Board Client Advisory Committee. K. Orsi conducted a vote by rollcall and the motion carried.

- **Board Policy #4: Board Member and Board Committee Member Travel Policy and Reimbursement Procedure.** M. Sawyer reported that the Executive Committee reviewed Policy #4 with RCRC's Director of Administration who requested to eliminate an additional step for approval to include a client board members service coordinator for a travel advance. All future travel advances for client board members will need to be sent only to RCRC's Director of Administration. The Executive Committee motioned and seconded to approve this minor change and M. Sawyer asked K. Orsi to conduct a vote by rollcall and the change was approved.

10. Standing Committee Reports: M. Sawyer called on committee chairs for their reports:

- Executive Committee: A report was shared with during the Closed Session Update

11. ARCA Report: M. Sawyer reported that RCRC has submitted its membership with ARCA that was approved for another year. Dr. Smalley reported that Tony Anderson is now the Associate Executive Director at ARCA.

12. County Liaison and Connection Reports: There were no reports.

13. Community Comment/Input: M. Sawyer called for community Input. There were no additional public comments or input.

In closing, M. Sawyer commented that RCRC's service provider network is essential in providing services for clients and they have been doing a wonderful job and expressed his thanks for their services.

Dr. Smalley commented that she shared a link in the chat to California's parent-to-parent information network Disability Rights Education & Defense Fund:
<https://dredf.org/2023/12/14/olivia-r-et-al-v-state-of-california-et-al/>

14. Close the Meeting: Meeting closed at 7:08 p.m.

There is a training for the Board of Directors' on Wednesday, February 14, 2024, by Zoom at 6:00 p.m. and the next board meeting is March 13, 2024, by Zoom at 6:00 p.m. by Zoom.

Mike Sawyer, Board President
RCDSC Board of Directors'

Self-Determination Program: Adjustment to the Individual Budget

Name: Su

UCI: 7130718

Service Coordinator: Nichole Luhr

Regional Center: RCRC

Date of Meeting: 1/25/2024

For participants in the Self-Determination Program, the Individual Budget is based on the amount of regional center purchase of service funding available for the purchase of services and supports necessary to implement the IPP. Regional center certification of the individual budget indicates that regional center expenditures would have occurred regardless of the individual's participation in the Self-Determination Program (W&I Code, Section 4685.8). In the event of a change in circumstances, needs, or resources during the course of the Individual Budget certification period, the regional center may adjust the certified amount on the initial Individual Budget to accurately reflect the amount of regional center purchase of service funding available for the purchase of services and supports necessary to implement the IPP.

Previous Budget Info

Budget Period (date range): July 2023 - June 2024

Amount Certified: \$347,623.98

Adjusted Budget

Describe the participant's change(s) in needs, resources, or circumstances relevant to the budget adjustment (*examples: requires additional support due to decline in self-care abilities/ increase in challenging behavioral outbursts/other; no longer receiving services through school district; moved in or out of family home; etc.*):

Increased seizure activity requires additional support. Family lost IHSS overnight hours appeal and is unable to utilize IHSS hours as a generic resource. Adding 283 hours/month at SLS average rate (new rate as of 2024) for remaining 5.5 months of plan, to cover her needs.

Provide details for each adjustment to the budget (please put all subtracted or negative amounts in parentheses):

Reason for change	Service Code	Service Description	Units to be added/subtracted (e.g., +15 hrs/month for 4 months, -30 hrs/month for 6 months)	Current Rate*	Show calculation	Total impact on budget (if the amount will be subtracted, put in parentheses)
service/support increase	896/320	Community living spt / SLS	+ 283 hours x 5.5 months	37.52	283x5.5x37.52	\$58,399.88
			+/-			
			+/-			
			+/-			
			+/-			
			+/-			
						\$58,399.88

*Current rate may be different from rate used at annual budget calculation.

Self-Determination Program: Adjustment to the Individual Budget

Self-Determination Program: Adjustment to the Individual Budget

New Budget

Su 7130718

Previous Budget	\$347,623.98
Adjustment Total	\$58,399.88
New Budget	\$406,023.86

Regional Center

I certify that the above adjustment(s) to the regional center expenditures for this individual budget would have occurred regardless of the individual's participation in the Self-Determination Program per Welfare and Institutions Code 4685.8 (n)(1).

Regional Center Representative Printed Name

Regional Center Representative Signature

Date

Participant or Legal Representative

The above adjustment(s) to the individual budget document calculation and certification have been reviewed with me.

Participant or Legal Representative Printed Name

Participant or Legal Representative Signature

Date

Rights: Participants enrolled in the Self-Determination Program have the same rights established under the traditional service model (e.g. appeals, eligibility determinations, and all other rights associated with the individual program plan process).

Kimberly Paz

From: Sheila Keys
Sent: Monday, February 26, 2024 9:59 AM
To: Cristina Gomez; Kimberly Paz
Cc: Christina Myers; Alex Chestell
Subject: FMS transition subcodes
Attachments: SDP - Financial Management Services Transition Supports.pdf

Hi there,

We need to add the new transition subcodes for FMS fees to all our SDP FMS providers. I don't know if we can just add them, or if we need the home RCs rate table update?

*From DDS Directive 12.22.23 SDP - Financial Management Services Transition Supports.pdf (rcrdomain.local)
FMS Transition Supports Payments For providing the FMS transition supports identified above, regional centers shall authorize FMS providers to bill a monthly fee equivalent to their monthly rate, as identified on the individual spending plan, for a period of three months beginning on the date of enrollment or transfer. For example, an FMS provider serving a participant with a spending plan that indicates a \$450 monthly FMS rate would be authorized to bill an additional monthly fee of \$450 for three months beginning on the date of enrollment or transfer. FMS transition supports shall be entered as a separate authorization for the FMS provider under their corresponding vendor number and service code, with "FTS" as the subcode. The Department's April 26, 2023 guidance and enclosure on FMS rates can be found on the SDP Program Directives webpage*

Please let us know what the easiest way to do this is.

Thank you,

Sheila Keys
Participant Choice Manager
Redwood Coast Regional Center
707 462 3832 ext 254

