

Board of Directors' – Client Advisory Committee
Meeting Minutes
Wednesday, April 16, 2025
6:00 to 7:00 p.m.

Committee Members Present: Robert Taylor (Chair), Dave Matson

Committee Members Absent: Will Lewis

RCRC Members Present: Sedona B (Executive Assistant), Dr. Kimberly Smalley (Executive Director), Ron Lee (Emergency Management Coordinator)

Members of the Public Present: Charlene Gonzalez (Client Advocate), Dolores Delgado, Debra Zeno (Client Advocate)

AGENDA

1. **Open the Meeting:** CAC Chair, Robert Taylor opened the meeting at 6:02pm
2. **Introductions:** Robert called on attendees to introduce themselves and share their interests.
3. **Announcements:**
 - a. **People First Conference in Lake County (Charlene):** Charlene shared that Client Advocates will be picked up in Ukiah between 9:00-9:30 and Clearlake between 11:00-11:30. Robert suggested client advocates call the *We Care Foundation* in the Ukiah office at 707-462-3832 ext 235 to get on the list for transportation. If you leave a message, please leave your email address and phone number so they can contact you. For clients who live in Humboldt and Del Norte Counties, please contact RCRC Client Advocate, Elizabeth Hassler, at 707-445-0893 ext 321 to get assistance to attend the conference.
 - b. **Redwood Transportation Open House:** On April 25th there is an Open House for Redwood Transportation in northern Lake County from 1:00-4:00pm. You can call 707-462-9000 for more information. You can also go to their website at <https://www.redwoodtransportation.net/>.
4. **Emergency Preparedness Presentation (Ron Lee/RCRC):** Ron introduced himself as the RCRC Emergency Management Coordinator and then shared a PowerPoint, which was sent out with the CAC meeting announcement. Types of emergencies that we see include fires, earthquakes, tsunami warnings, flooding, power outages, pandemic, etc. Some basic steps of preparedness include: 1) sign up for alerts, 2) plan your actions in times of crisis, 3) make a Go Bag of necessities you need to when leaving in a hurry, 4) make a Stay Box of supplies for when you can't leave, 5) talk with your friends/family to share plans. The handout provided more details of each step, including resources.
 - a. Both RCRC and Lake County Alerts use the Everbridge Alert System, however, RCRC only alerts RCRC staff, providers and clients, whereas Lake County Alerts notifies anyone in Lake County that signs up for the service. There is also the Genasys Protect system that will show you what your zone is and your evacuation zone. It will also tell you what is going on in that zone at the current time. You can go to their website at <https://protect.genasys.com/search> and you can also download an app to your phone.
 - i. If you get an alert from Everbridge, you will receive both an automated phone call and also a text if you signed up for it. If you receive a call or text, please press "1"

to indicate you received the message. If you do not, then a RCRC staff member will call you directly to check in to make sure you are receiving support.

- b. You can look up various kinds of evacuations plans, but Ron also offered to mail individuals copies of the plans he shared in the presentation. You can contact Ron Lee at 707-445-0893 ext 383 or by email at rlee@redwoodcoastrc.org.
- c. Important items for your Go Bag include a medication list, family photos, identification, a disaster ready guide, insurance documents, local maps, things that give comfort (music, books, small handheld gaming units, etc.), non-perishable food, water, change of clothes, first aid kit, flashlight, and so many more. Please see the handout or other emergency preparedness guides. Start with some basics then slowly start adding things over time.
- d. Important items for your Stay Box include supplies for 3-7 days, including non-perishable food, water, trash bags, and other similar items as mentioned in the Go Bag list. Backup batteries are important for medical devices, which is critical; if you or someone you know doesn't have one you can contact Ron for assistance.
- e. Sign up for the PG&E Medical baseline program that may help lower your electrical bill but may also be able to help with backup batteries. If you need help filling out the application, you can call Ron for assistance. There are similar programs with Pacific Power in Del Norte County. There is also the Mendocino Legal and Disability Service Center out of Sonoma, the independent living center for Lake and Mendocino Counties, who also work with PG&E for preparing people regarding public safety power posts. They do regular workshops that also offer go bags as well.
- f. Know your neighbors and friends that may either need your help or may be able to help you.

5. **Review 2025 Goals (Standing Item):**

- a. Self-Determination (shared in February)
- b. Home and Community Based Services (HCBS)
- c. Employment and Training for Clients
- d. Transportation: Client Driver Training
- e. Affordable Housing (shared in February):
 - i. Robert to report from the People First Meeting: Postponed to the June Meeting.
- f. Differences Between Supported Living and Independent Living

6. **Develop Agenda for the Next Meeting:**

- a. Open the Meeting (1 min.)
- b. Introductions (4 min.)
- c. Announcements (10 min.)
 - i. Robert's Report from the People First Meeting
- d. OCRA Presentation: Voters Rights (20 min.)
- e. Review 2025 CAC Goal: (15 min.)
 - i. Affordable Housing
- f. Develop Agenda for the Next Meeting (10 min.)
- g. Close the Meeting

7. **Close the Meeting:** Robert thanked everyone for attending and ended the meeting at 7:06pm

Next meeting is Wednesday, June 18, 2025.

Respectfully submitted by:
Sedona Bowser, Executive Assistant