

Alta California Regional Center  
Board of Directors Meeting  
Thursday, July 24, 2014  
Minutes

**Present:** Jacqueline Armstrong, Cindy Benson, Janet Brandon, Modean Gibson, Walter Kaweski, Dan Lake, Amy Lampe (via phone), Edward T. Lewis, Jon Nelson, Brendan Peacock, Anwar Safvi, Austin Taylor, Kristin Wright

**Staff:** Phil Bonnet, Alfonso Carmona, Glen Korengold, David Lopez, David Rydquist, Peter Tiedemann, Lisa West

**Facilitators:** Amy Fulk, Ed Plon, Larry Prosser

**Visitors:** Monique Avers, Gail Hulse, Romilda Jones, Sarah Kennedy, Kay Lewis, Sherron McCarthy, Rosa Meza-Villaseñor (via phone), Randy Rooney, Steven Sanchez

1. **Call to Order** - The Board of Directors met at 3:00 p.m. on Thursday, July 24, 2014, at ACRC's main office in Sacramento.
2. **Introductions – Reading of ACRC's Mission & Vision Statements** - All present introduced themselves. Mr. Peacock read aloud ACRC's Mission and Vision statements.

**\* Ms. Gibson noted that the CAC has an action item – "Ratification of new members". This item will be added to the consent agenda**

3. **Consent Agenda** – By consensus, the following consent agenda items were approved: a) no excused absences; b) regular session Board meeting minutes of June 26, 2014; c) CAC meeting minutes; d) Ratification of new members; and e) accept Board Development, Executive, Finance and PAC reports.

**\* Austin Taylor and Janet Brandon provided brief introductions of themselves**

4. **New Business**
  - ♦ *Board Development Committee (BDC)*  
**Issue:** Approve new Board Members

**Discussion and Action:** Ms. Gibson shared that the BDC is submitting Rosa Meza-Villaseñor and Romilda Jones to the Board of Directors for membership. Both individuals provided a brief introduction of themselves.

**\* Rosa Meza-Villaseñor left the meeting**

**M/S/C** (Cindy Benson) **To approve Romilda Jones' appointment to ACRC's Board of Directors representing Yuba County.** (12 in favor)

**M/S/C** (Jacqueline Armstrong) **To approve Rosa Meza-Villaseñor's appointment to ACRC's Board of Directors representing Colusa County.** (12 in favor)

♦ *Executive Committee*

**Issue 1:** Bylaw Revision

**Discussion and Action:** Mr. Peacock shared that the proposed bylaw is under Tab 7 of the Board packet. This bylaw would allow the immediate Past President to serve as an advisor to the Board.

**M/S/C** (Walter Kaweski) **To approve the proposed bylaw as submitted.** (13 in favor)

**Issue 2:** Revised 2014-15 Board Meeting Schedule

**Discussion and Action:** Ms. Gibson is proposing a revised Board meeting schedule for this fiscal year (FY). This schedule would have the Board meet for three months and then have one month off. If any issues develop that need the Board's attention during the months with no meetings, the Executive Committee will convene on the Board's behalf.

**M/S/C** (Cindy Benson) **To approve the revised Board meeting schedule for the 2014-15 FY as presented.** (13 in favor)

Ms. Gibson shared that the Annual September Board Retreat will be held on Thursday, September 25<sup>th</sup>. Training will begin at 9 a.m., the Board meeting will be held at its normal time – 3 p.m., and then the Board will go out to dinner that evening.

- **Information only.**

♦ *Finance Committee*

**Issue 1:** Monthly Financial Report

**Discussion and Action:** Mr. Safvi shared that the Finance Committee met on July 14<sup>th</sup> and reviewed the May 31, 2014 financial report which reflects eleven

months of expenditures for the last FY. ACRC has expended 88.4% of Purchase of Services (POS) and 90.8% of Operations (OPS).

Mr. Tiedemann is projecting that ACRC will have a balance of between \$541,000 and \$572,000 in POS funding for the 2013-14 FY. This amount has decreased from previous months due to a greater than expected growth rate and an increase in day program expenditures.

ACRC has received the preliminary allocation for the 2014-15 contract. There are no cash flow issues at this time.

Mr. Tiedemann shared that he had informed the Finance Committee that they did not have to authorize ACRC's line of credit with U.S. Bank, but the bank is now asking for a signed resolution. Since the budget was passed on time, there is no need for the "bridge" line of credit, but they would like the working capital/revolving line of credit of \$23.5 million to be renewed. This working line of credit covers any cash flow issues that may arise throughout the FY and will be extended to September 2015. Mr. Tiedemann believes it should be adequate and noted that the interest rate on this line of credit is 2% plus the daily LIBOR rate (London Interbank Offered Rate).

**M/S/C** (Walter Kaweski) **To approve the line of credit as presented.** (13 in favor)

Mr. Safvi noted that any EDD audit updates will be moved from Finance to the Executive Session, since it is a legal matter.

➤ **The monthly finance report was accepted as submitted.**

**Issue 2:** Contracts of \$250,000 and above

**Discussion and Action:** Mr. Safvi shared that there is a contract totaling \$800,000 for a delayed egress facility. Mr. Tiedemann explained that this contract will utilize start-up funds through the Community Placement Plan (CPP). This 15-bed residential facility is a joint project with the Regional Center of the East Bay (RCEB) and is specifically for those individuals moving out of developmental centers (DCs). No money has been expended, but the contract is in place. The facility may be built in the Galt area. The Board will continue to be updated on this project.

**M/S/C** (Anwar Safvi) **To approve the contract as presented.** (13 in favor)

**Issue 3:** Board budget for 2014-15 FY

**Discussion and Action:** Mr. Safvi shared that the Board's budget has not changed since last FY. If there are special circumstances that come up, this dollar amount can be adjusted.

**M/S/C** (Jon Nelson) **To approve the Board budget for the 2014-15 FY as presented.** (13 in favor)

♦ *Committee Updates*

- Board Development Committee (BDC)
  - Mr. Peacock shared that the BDC has completed some of the projects that they have been working on.
    - The Board manuals will be distributed at the September Retreat.
    - The committee is revising the panel interview questions. If there are any suggestions, please let him know.
  - When filling out "ACRC's Status Report" for this FY, Mr. Peacock would like Board members to note their areas of expertise. It's important to give yourself credit so that this can be reported correctly to the Department of Developmental Services (DDS).
  - The next BDC meeting will be held on Wednesday, September 10<sup>th</sup> at 4 p.m. A panel interview will be held at 3:15 p.m., just prior to the meeting.
- Client Advisory Committee (CAC)
  - Mr. Taylor shared that the CAC met on July 8<sup>th</sup>.
    - Ongoing discussions to help determine the selection requirements for the Self-Determination Pilot Project. The group will be looking at how the 174 slots might be filled.
    - The CAC will be returning to Sonoma Developmental Center (SDC) in September; the group did this last year and will be going back. We will be working with their client advocate to help get the word out to the clients who reside there.
    - Committee members are looking forward to providing input on the Employment First Policy.
  - The next meeting is scheduled for Tuesday, September 9<sup>th</sup>, at SDC.
- Provider Advisory Committee (PAC)
  - Ms. Brandon shared that several members have volunteered to be a part of a taskforce that the CAC is setting up to discuss the Self-Determination Pilot Project.

- Several providers will be attending the CAC's September meeting at SDC, to help show support for those individuals who still reside there.
- Secretary Diana Dooley reconvened the DC Taskforce to look at ways to strengthen the community system. The PAC Chair sent a letter to Secretary Dooley asking her to make sure that this taskforce had enough representatives from the community. This letter was sent out to all of the PAC committees across the state. The first open meeting was held this morning.
- A newly formed sub-committee for the difficult to serve will be convening after the September PAC meeting. The group will be discussing what providers can do to help serve these clients.

◆ *President's Report*

- Ms. Gibson expressed appreciation to everyone for their vote of confidence. Several Board members have been reassigned to different committees for this FY.
- Ms. Gibson and Mr. Peacock had the opportunity to attend the July CAC meeting. She encouraged others to attend if they have the time in their schedule.
- Ms. Gibson will be attending the Association of Regional Center Agencies (ARCA) meetings with Mr. Kaweski in August at Harbor Regional Center (HRC).
- There were two calls to the Board hotline since the last meeting. The first call was from a parent seeking two tickets so that she could take her son to the "Fun for All Day" at the State Fair on Wednesday, July 23<sup>rd</sup>. The parent picked up two tickets from ACRC's reception desk. The other call was from a prospective Board member. He was contacted and will be interviewed on Wednesday, September 10<sup>th</sup>.
- Ms. Gibson requested that Board members fill out the annual documents and return them to Ms. West at the end of this meeting.

◆ *Executive Director's Report*

- Mr. Bonnet welcomed Mr. Taylor and Ms. Brandon, along with Ms. Jones and Ms. Meza-Villaseñor, to the Board of Directors.
- ACRC's budget responsibility for the fiscal year doesn't end on June 30<sup>th</sup>, it will be open for another three years. As of now, we have a small reserve, which means that we spent 99.5% of what was given us. All of the other regional centers (20 others) are projecting a deficit for the 2013-14 FY. We need to have adequate funding for our statewide system. Regional centers are awaiting their first amendment to their DDS contract for the 2014-15 FY. ACRC's initial allocation included a very disappointing amount for our OPS budget. We will know more in mid-August. Mr. Bonnet will continue to keep

the Board informed. As Ms. Brandon mentioned in her report, the DC Taskforce convened earlier today to discuss strategies to support and sustain California's community based system. Secretary Dooley has agreed to expand the membership of this group. They ended early today and Mr. Bonnet will be getting a report from ARCA that he will share with the Board.

- Residential services continue to be a real concern for Mr. Bonnet. He discussed this issue at the ARCA Executive Committee last week. Members agreed to add this topic to the list of subjects to be considered by the Association's Strategic Planning Committee. He noted that those clients that receive residential services are among the most vulnerable clients that the regional center system serves. The overall issue of rates remain a concern.
- Mr. Bonnet was contacted by University of Southern California (USC), and they have offered to provide free counseling sessions to our families/caregivers through their USC Telehealth program. He noted that this service might be beneficial to those who live in our more rural and remote communities. The service is completely free and is available with both English and Spanish speaking counselors. The flyers will be posted on our website.
- ACRC has a strong presence at SDC. We currently have 57 clients who still reside there, though several individuals will be leaving in the coming weeks. We will continue to visit and advocate for the residents there until the last one makes his or her return to the community.
- "ACRC's Dashboard Indicators for the Quarter Ending June 30, 2014" were distributed for review. If anyone has any questions, please contact Mr. Bonnet and Mr. Tiedemann.

***\*Edward T. Lewis joined the meeting***

♦ ***ARCA-CAC Report***

- Ms. Benson shared that the ARCA-CAC met on Friday, July 18<sup>th</sup>, in Sacramento.
  - The group discussed the Disability Organizing Network Video Contest. Members voted to interview committee members about why voting is important. Winning entries will receive a prize of \$400. The project was in partnership with California Foundation for Independent Living.
  - The Governor has signed the budget and Early Start eligibility has been restored to 2009 standards. Now ARCA is focusing on supporting legislation that restores services that were not funded.
  - The Legislative Workgroup talked about how to simplify bills and be prepared before meetings so that there can be productive

discussions. Members especially want to discuss bills about housing and jobs.

- The Self-Advocacy Workgroup talked about developing an ARCA-CAC Facebook account that will help promote self-advocacy. They will be asking the ARCA Executive Committee for approval.
- A representative from DDS discussed the California Employment Consortium for Youth (CECY). They also talked about the Employment First Policy and providing pathways to "Integrated Competitive Employment", not workshops or Supported Employment.
- The next teleconference is scheduled for Friday, August 29<sup>th</sup>. The next in-person meeting will be held on Friday, October 10<sup>th</sup>, in Sacramento.

♦ *Community Comments/Announcements*

- Mr. Kaweski shared that his book entitled "Teaching Adolescents with Autism" has been re-published this year. It will be available all across the world!
- Mr. Nelson expressed appreciation to Mr. Bonnet for the "panic button" that was just installed in the reception area; he and Ms. Fulk got stuck in the office after the Finance/Executive Committee meetings.
- Mr. Nelson expressed appreciation for all that Ms. West does for the Board and the agency.
- Mr. Bonnet shared that our updated website will not only share information, but will help in the process of establishing eligibility, share information with other agencies, etc. He stated that it will be rolled out later this year.
- Mr. Bonnet shared that several professionals from Belarus will be visiting our regional center on Monday, July 28<sup>th</sup>. They have arrived safely and are looking forward to their visit. The hope is to inspire them, not overwhelm them.
- Ms. Armstrong shared that a fun time was had by all who went to the "Fun for All Day" at the State Fair yesterday.

5. ***Closed Session*** – At 4:27 p.m. the Board adjourned to closed session in order to discuss legal and personnel issues.
6. ***Announcement of Closed Meeting Discussion*** - At 5:01 p.m. the Board reconvened in open session following a closed session in which legal and personnel issues were discussed.

7. ***Adjournment***

The meeting adjourned at 5:01 p.m.

Lisa West  
Executive Secretary

cc: Phil Bonnet