

Alta California Regional Center
Board of Directors Meeting
Thursday, January 25, 2018
Minutes

Present: Jackie Armstrong, Eric Ciampa, Tatiana Kuzminchuk, Dan Lake, Amy Lampe, Michelle Rewerts, Anwar Safvi, Retha Seabron, Austin Taylor, Rita Walker

Absent (* excused): Cindy Benson*, Romilda Jones*, Rosa Meza-Villaseñor, Steven Sanchez

Staff: Phil Bonnet, Lori Banales, Alfonso Carmona, Camelia Houston, Tim Kuwazaki, Peter Tiedemann, Lisa West

Facilitators: Amy Fulk

Visitors: Melissa Kelly, Michelle Ramirez, Mirella Quaranta

1. **Call to Order** - The Board of Directors met at 4:10 p.m. on Thursday, January 25, 2018, at ACRC's main office in Sacramento.
2. **Introductions – Reading of ACRC's Mission & Vision Statements** - All present introduced themselves. Mr. Safvi read aloud ACRC's Mission and Vision statements.
3. **Consent Agenda – By consensus, the following consent agenda items were approved: a) excused absences for Cindy Benson and Romilda Jones; b) regular session Board meeting minutes of November 16, 2017; and c) accept Board Development, CAC, Executive, Finance and PAC reports.**

***change in agenda was noted**

4. **New Business**

- ◆ *Community Comments*
 - No comments were shared.
- ◆ *Bylaw Revision – Section 4.02, 4.03 & 5.04*
 - Mr. Lake shared that the bylaw subcommittee reviewed these sections which discuss the Nominating Subcommittee, and sent suggested revisions to the Board Development Committee (BDC) for consideration. The goal is to move more of the Board's decision making into the hands of the full Board.
 - Mr. Lake read aloud the suggested revisions.
 - With these revisions, the Nominating Subcommittee will be responsible for reviewing Board applications and will report back to the BDC.

Without objection, Jackie Armstrong made the motion to amend the bylaws as presented, effective July 1, 2018.

◆ *Finance Committee*

Issue 1: Monthly Financial Report

Discussion and Action: Mr. Tiedemann shared that the Finance Committee met on January 8th, and reviewed the November 30, 2017 financial report which reflects five months of expenditures for the current fiscal year (FY). With 41.7% of the year elapsed, ACRC has expended 38.9% of Purchase of Services (POS) and 41.9% of Operations (OPS).

ACRC has completed our initial projections that were sent to the Department of Developmental Services (DDS) in December of last year. Mr. Tiedemann is projecting that ACRC will need between \$1.8 and \$4 million in additional POS funding for this FY. Much of the need for additional funding is driven by the minimum wage increase that went into effect on January 1, 2018, while a portion is due to increased Community Placement Plan (CPP) spending due to the movement of clients from the Sonoma Developmental Center (SDC).

Without objection, Anwar Safvi made the motion to accept the monthly finance report as submitted.

Issue 2: Independent Audit Report

Discussion and Action: Mr. Tiedemann shared that the independent audit report was reviewed in detail at the committee meeting early this month. Stroub Thompson Noble Company, LLP expressed an unqualified opinion on ACRC's financial statements, meaning there were no material findings.

It was clarified that ACRC is discontinuing our Money Management custodian duties for our clients; the regional center has third parties that provide this service to our clients.

Without objection, Anwar Safvi made the motion to accept the Independent Audit Report as submitted.

Issue 3: Contract over \$250,000

Discussion and Action: Mr. Tiedemann shared that ACRC just received a contract for one of our SDC homes. This is a home like all of the others that have been presented to the Board. It is located in Herald, CA, and will have four beds for clients with complex behavioral needs. The contract is with

Brilliant Corners and has start-up funding of \$420,000 for the acquisition of the home. It also includes a \$550,000 renovation budget.

Mr. Tiedemann clarified that these funds are in our CPP contract allocation. Brilliant Corners will have a third party manage the home. This contract is in compliance with DDS and has been reviewed by ACRC's attorney. DDS was late in issuing the housing guidelines; they were just released this week.

Due to the value of this contract and the fact that it was not noted on the Board meeting's agenda, Mr. Lake would like to convene a meeting of ACRC's Executive Committee next week with proper notice.

- **The Executive Committee will hold a conference call meeting next Friday to discuss this issue further.**

◆ *Committee Updates*

- Board Development Committee (BDC)
 - Mr. Lake shared that the BDC met on January 8th.
 - The group reviewed Article 3. Directors, Section 3.14 - Removal of Directors. This section, as well as the Board attendance policy, will be reviewed/discussed by the bylaw workgroup.
 - The committee reviewed the proposed bylaw revisions that the Board voted on early today.
 - Board member recruitment needs to become a priority for this Board.
 - The group will begin to start planning for the upcoming May Training.
- Client Advisory Committee (CAC)
 - Ms. Rewerts shared that the CAC met on January 9th.
 - Mr. Bonnet gave the group an update on ACRC's progress of moving clients out of SDC.
 - The committee discussed ideas for a questionnaire that will be developed to help with planning trips to visit the clients that have moved out of SDC.
 - Members gave updates on various advocacy groups that they are a part of.
- Provider Advisory Committee (PAC)
 - Mr. Ciampa shared that the PAC met on January 11th.
 - The group discussed Governor Brown's proposed budget for the 2018-19 FY. Of particular concern for service providers is the possible re-implementation of the 14-day *Uniform Holiday Schedule*. As the budget proceeds through the legislative process, providers believe this

item would not be in the best interest of the clients that we serve.

- ACRC staff reviewed the current Requests for Proposals (RFPs) that are posted on the agency's website. Once the needs assessment is completed, ACRC will be sharing the data with the PAC.
- At the February meeting, the PAC will be considering two new applicants for membership.
- Housing remains a priority for this group. Patti Uplinger, with Housing Now, has come to the last two PAC meetings to discuss this ongoing issue.

◆ *ARCA Report*

- Ms. Walker attended the Association of Regional Center Agencies (ARCA's) Board meeting which was held on Friday, January 19th, at ACRC's Sacramento office. She also attended the regional center delegate's dinner/meeting the evening before.
 - Mr. Bonnet was the guest speaker at the delegate's dinner/meeting on Thursday evening. He reviewed all of the groups that report to the ARCA Directors Group. Once they receive information, they discuss the present issues and work for resolutions.
 - Ms. Walker noted that regional center delegates receive training and share information during these meetings.
 - Caseload ratios remain a concern across the state.
 - ARCA has updated their website; it's more user friendly and a wealth of information is posted on it. Please visit www.arcanet.org to learn more.
 - Restoring camp and social recreational services is still a main focus across the state. Tips and resources can be found at: www.restoremyservices.net
 - SAVE THE DATE – ARCA Grassroots Day at the State Capitol is scheduled for Tuesday, March 20th.

◆ *President's Report*

- The ongoing committee calendars were distributed to Board members for reference.
- Mr. Lake is seeking volunteer Board members who would like to serve on the Nominating Subcommittee this FY.

◆ *Executive Director's Report*

- Governor Brown gave his final State of the State speech to the people in California this morning. He was optimistic about the future and his message was well received.

- At the beginning of this month, Governor Brown released his final budget proposal for his fourth term. The new proposal will add over \$320 million to our statewide system's POS budget. By the end of next year, the expectation is that there will be over 330,000 individuals in the State of California that receive regional center services. The proposal includes the re-implementation of the *Uniform Holiday Schedule*, which remains a concern for our service providers, especially those that provide support for work programs. There is also \$30 million in additional OPS funding for the state, which will assist regional centers with the continued caseload growth.
- Mr. Bonnet attended a legislative briefing at the State Capitol this afternoon regarding the closure of SDC. As of today, ACRC has just 14 individuals remaining, with two more scheduled to arrive at their community homes within the next week. The permanent homes for all of the remaining clients have been determined. In December, ACRC staff took members from the Legislative Analyst's Office (LAO) out to visit some of the homes that have been developed for the clients moving out of SDC.
 - It's important to note that ACRC accepted 18 additional clients from other regional centers since the announcement of the planned closure of SDC.
- Mr. Bonnet expressed his appreciation to Ms. Seabron for assisting agency staff with sharing information about ACRC at the *2018 March for the Dream Diversity Expo* at the Sacramento Convention Center on January 15th. It was a very positive experience.
- ACRC will be holding two public POS Expenditure meetings at our main office in Sacramento; one on March 14th at 6 p.m. and the other on March 21st at 10:30 a.m. Information will be posted on our agency's website and in all of our offices soon. These meetings will be an opportunity to showcase some of the wonderful outreach activities that ACRC has participated in within the last year, where we have been focusing our attention on our underserved communities. Board members are welcome to attend.
- ACRC has joined the Sacramento Metro Chamber of Commerce as part of our ongoing efforts to be engaged in our local community. Mr. Bonnet hopes that our regional center will make some new connections that might lead to employment and more community engagement opportunities.
- ACRC recently received the results of our latest bi-annual Home and Community-Based Services (HCBS) Waiver Audit. ACRC is performing at the highest level in this important program that provides billions of dollars in federal funding to our service system.

5. **Closed Session** – At 5:10 p.m. the Board adjourned to closed session in order to discuss personnel issues.
6. **Announcement of Closed Meeting Discussion** - At 5:51 p.m. the Board reconvened in open session following a closed session in which personnel issues were discussed.
7. **Adjournment**
The meeting adjourned at 5:51 p.m.

Lisa West
Executive Secretary

cc: Phil Bonnet