

Alta California Regional Center  
Board of Directors Meeting  
Thursday, October 26, 2017  
Minutes

**Present:** Jackie Armstrong, Cindy Benson, Eric Ciampa, Romilda Jones, Tatiana Kuzminchuk, Dan Lake, Amy Lampe, Rosa Meza-Villaseñor, Michelle Rewerts, Steven Sanchez (via phone), Retha Seabron, Austin Taylor, Rita Walker

**Absent** (\* excused): Anwar Safvi\*

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

**Facilitators:** Larry Prosser

**Visitors:** Melissa Kelly, Dr. Ray White, Cheryl Worthley

1. **Call to Order** - The Board of Directors met at 4:16 p.m. on Thursday, October 26, 2017, at ACRC's main office in Sacramento.
2. **Introductions – Reading of ACRC's Mission & Vision Statements** - All present introduced themselves. Mr. Ciampa read aloud ACRC's Mission and Vision statements.
3. **Consent Agenda – By consensus, the following consent agenda items were approved: a) excused absences for Anwar Safvi; b) regular session Board meeting minutes of September 28, 2017; and c) accept Board Development, CAC, Executive, Finance and PAC reports.**
4. **New Business**
  - ◆ *Community Comments*
    - No comments were shared.
  - ◆ *Ratify New Members of the PAC*
    - Mr. Lake requested that Mr. Ciampa share information about the two applicants that are seeking membership to the Provider Advisory Committee (PAC).
    - Per the PAC's requirements, Mr. Ciampa shared that both applicants have attended at least seven meetings within the last year.
      - Sandy Bishop is the Executive Director of INALLIANCE.
      - Jessica Knuth is from Reach Adult Development, a behavioral adult day program.

**Without objection, Dan Lake made the motion to approve the nominations of Sandy Bishop and Jessica Knuth to the Provider Advisory Committee.**

- ◆ *Discussion of the Procedure for New Advisory Committee Members*
  - Mr. Lake shared that the Board has handled voting new members on to the Client Advisory Committee (CAC) and PAC differently over the last several years. The ratification was originally on the consent agenda and then, more recently, the applicants were invited to come and speak to the entire Board before voting them on.
  - Mr. Lake noted that it is the Board's responsibility to oversee the composition of the advisory committees; this is done in July of every year.
    - Board members discussed the pros and cons of having the applicants come to a Board meeting to introduce themselves.
    - The preferred method of the advisory committee representatives to the Board would be to have this process remain on the consent agenda.
    - Board members should be able to gather information regarding the advisory committee's elections by reading the committee meeting's minutes that are in the Board packets prior to Board meetings.

**Without objection, Dan Lake made the motion to have the ratification of advisory committee members remain on the consent agenda.**

- ◆ *Finance Committee*

**Issue:** Monthly Financial Report

**Discussion and Action:** Mr. Tiedemann shared that the Finance Committee met on October 10<sup>th</sup> and reviewed the August 31, 2017 financial report which reflects two months of expenditures for the current fiscal year (FY). With 16.7% of the year elapsed, ACRC has expended 14.7% of Purchase of Services (POS) and 18.4% of Operations (OPS).

ACRC received our first contract amendment on August 25<sup>th</sup>. Mr. Tiedemann noted that we will likely receive one, if not two additional amendments, but not before January 2018. The first projections for POS funds are due to the Department of Developmental Services (DDS) by December 10<sup>th</sup>.

**Without objection, Cindy Benson made the motion to accept the monthly finance report as submitted.**

◆ *Committee Updates*

- Board Development Committee (BDC)
  - Ms. Walker shared that the BDC met on October 10<sup>th</sup>.
    - A workgroup has been established to review the agency's bylaws. They will be meeting and possibly bringing some recommendations back to the committee for consideration at the next meeting.
    - The group provided feedback regarding the September Board Retreat. Overall, the consensus was that it was nice to meet outside of Sacramento for a change.
    - The Cultural and Linguistic Competency Training will be held on November 16<sup>th</sup> at 3:30 p.m., prior to the Board meeting.
- Client Advisory Committee (CAC)
  - Ms. Rewerts shared that the CAC met on October 10<sup>th</sup>.
    - Mr. Bonnet talked about the fires that are burning across the State of California.
    - The group discussed the possibility of developing an "Adopt-a-Friend" program so that individuals moving out into their own community might not be so lonely.
    - The CAC will begin collaborating with ACRC's Provider Advisory Committee.
    - Members shared updates on advocacy groups that they are a part of.
- Provider Advisory Committee (PAC)
  - Mr. Ciampa shared that the PAC met on October 12<sup>th</sup>.
    - The group discussed the fires that have affected our catchment area.
    - Housing continues to be an issue across the state. This will be a reoccurring priority for the PAC. The group will be inviting the Lanterman Housing Alliance to come and share information about the project that they are working on. A workgroup was established to discuss ACRC's roommate database.
    - As addressed early in this meeting, the PAC voted on two new members, who will be assigned a mentor to assist them if they have any questions. A PAC member will be attending the CAC meetings so that there is more cross-over. Mr. Ciampa reminded committee members that they are also invited to attend our Board meetings.

◆ *President's Report*

- Mr. Lake will continue to reach out to Mr. Safvi for any update.

- All the input has been gathered to complete Mr. Bonnet's annual evaluation.
  - Mr. Bonnet kept Mr. Lake up-to-date with all that was going on with the fires in the Sonoma Valley. Mr. Bonnet also went and visited the clients that were evacuated from Sonoma Developmental Center (SDC). ACRC staff were reliable and assisted during this crisis.
  - Mr. Lake spoke to Mr. Bonnet about six months ago about Automated External Defibrillators (AEDs) and how they could save a life. ACRC has now purchased these for all of our offices.
- ◆ *Executive Director's Report*
- Mr. Bonnet shared that we will be gathering input and comments on our proposed 2018 Performance Contract objectives at the November committee and Board meetings.
  - DDS will be holding statewide meetings to review data and obtain input regarding the disparities in POS dollars expended to individuals based upon language and ethnicity. The meetings will be held on November 6<sup>th</sup> (in Oakland), 7<sup>th</sup> (in Los Angeles), and 9<sup>th</sup> (in Fresno).
  - The Lanterman Act has been changed to eliminate the current cap on respite service hours starting on January 1, 2018. ACRC staff has been in contact with DDS senior staff regarding ACRC's current Board-approved policy. This policy meets all the requirements of the new changes to the law. Mr. Bonnet explained that our agency's internal procedures have a designated level of service, which have been amended. ACRC has always had an exemption in place, understanding that individual client circumstances may elevate the need for respite. Staff are charged with looking at the needs of the client, as well as all of the other services that are in place to meet those needs.
    - It is Mr. Bonnet's recommendation to keep the current policy in place.
    - Suggestion was made to make a note on the policy that the Board reviewed it today.
    - Staff will write a letter to DDS to confirm that this policy is in line with the changes to the law.
  - Earlier this month, the massive fire that devastated the Sonoma Valley created a serious situation at SDC, taking into account the medical and behavioral issues that the clients face every day. All of the clients were evacuated to two different locations, then the fire shifted and they were re-evacuated to the Dixon May Fairgrounds. Mr. Bonnet and John Decker were out there helping. During this time, regional centers continued the movement of clients into their new community homes. DDS and Community Care Licensing (CCL) collaborated to help assist with opening homes. ACRC was

successful in moving 15 individuals into their new homes. Once the evacuation order was lifted, United Cerebral Palsy (UCP) was instrumental in getting the remaining clients back to SDC safely.

- As part of our ongoing effort to best serve our community, ACRC has contracted with multiple experts in the field of cultural competency in order to ensure that our staff have up-to-date training on this critically important issue. The size of our community is growing every day, and our clients and families are more diverse than ever. Regional centers are running a program that was started over 50 years ago and the demographics of our population has changed. Three intensive trainings were held last week and more are scheduled for next month.
- We also had wildfires in our catchment area earlier this month; clients and families were affected in Nevada and Yuba Counties. At least one of our families lost their home and business to the flames. ACRC continues to use the *Everbridge Alert System* to help get the word out during emergencies.
- "ACRC's Dashboard Indicators for the Quarter Ending September 30, 2017" were distributed for review.
  - Agencywide, caseload ratios are continuing to decrease. Mr. Bonnet noted that one of the biggest issues when you have a big caseload is timeliness of service delivery. ACRC is continuing our ongoing recruitment efforts.
  - As mentioned at the last Board meeting, the number of clients with the diagnosis of autism has grown significantly over the last year.

◆ *ARCA Report*

- Ms. Walker attended the Association of Regional Center Agencies (ARCA) Board meeting which was held on October 20<sup>th</sup> in San Diego.
  - The impact of the fires was ever-present.
    - The retirement party of Bob Hamilton, Executive Director of North Bay Regional Center (NBRC), wasn't held.
    - DDS couldn't attend (not in person or by phone).
  - ARCA was active during the state legislative session. They will be sending out a report of the bills that they are following and Ms. Walker will forward it to Board members. The report will keep you apprised with the issues that our service system is facing.
    - Although they were unsuccessful this year, ARCA will continue to work on restoring the socialization and recreational services that were cut a few years ago.

- Stephen Pawlowski, from Burns and Associates, provided an overview of the rate study that is being conducted to evaluate service provider rates in California.
- The next ARCA Board meeting will be held at ACRC in January 2018.
- ♦ *ARCA-CAC Report*
  - Ms. Benson attended the ARCA-CAC meeting which was held on October 13<sup>th</sup> in Sacramento.
    - The Statewide Self-Advocacy Network (SSAN) is focusing on Health Care and Employment.
    - ARCA is focusing on Affordable Housing with the Lanterman Housing Alliance.
    - The group talked about Person-Centered Planning.
    - Members gave reports on their individual regional centers.
      - Ms. Benson reported on the fire and evacuation at SDC.
    - The group talked about what should be their priorities for 2018. They decided on:
      - Advocacy at all levels of government
      - Affordable Housing
      - Health Care
      - Emergency Preparedness
  - The next telephone meeting is scheduled for Friday, November 17<sup>th</sup>. The next in-person meeting will be held on Friday, January 12<sup>th</sup>, in Sacramento.
- ♦ Ms. Lampe shared that the next Peer Advocacy Connection meeting will be held on Tuesday, November 14<sup>th</sup>, from 11 a.m. to 1 p.m. at the Supported Life Institute (SLI).

## 5. **Adjournment**

The meeting adjourned at 5:32 p.m.

Lisa West  
Executive Secretary

cc: Phil Bonnet