

Alta California Regional Center
Board of Directors Meeting
Thursday, June 28, 2018
Minutes

Present: Jackie Armstrong, Cindy Benson, Eric Ciampa, Romilda Jones, Dan Lake, Amy Lampe, Michelle Rewerts, Anwar Safvi, Retha Seabron, Rita Walker

Absent (* excused): Tatiana Kuzminchuk*, Rosa Meza-Villaseñor, Steven Sanchez*, Yang Sun*, Austin Taylor*

Staff: Phil Bonnet, Alfonso Carmona, Camelia Houston, Karen Partch, Peter Tiedemann, Lisa West

Facilitators: Amy Fulk, Larry Prosser, Cheryl Worthley

Visitors: Sonya Bingaman, Melissa Kelly, Karen Mulvany, Joel Rousso

1. **Call to Order** - The Board of Directors met at 4:01 p.m. on Thursday, June 28, 2018, at ACRC's main office in Sacramento.
2. **Introductions – Reading of ACRC's Mission & Vision** - All present introduced themselves. Ms. Benson read aloud ACRC's Mission and Vision.
3. **Consent Agenda – By consensus, the following consent agenda items were approved:** a) excused absences for Tatiana Kuzminchuk, Steven Sanchez, Yang Sun and Austin Taylor; b) regular session Board meeting minutes of May 24, 2018; and c) accept Board Development, CAC, Executive, Finance and PAC reports.
4. **New Business**
 - ◆ *Community Comments*
 - Ms. Bingaman, with the State Council on Developmental Disabilities (SCDD), shared a few updates:
 - Partnering with the Lanterman Housing Alliance (LHA), they were issued a grant to help develop a housing blueprint for the state. The statewide housing survey was just sent out this week. Please encourage everyone to fill out.
 - SCDD will be coordinating a Train-the-Trainer Active Shooter training on August 1st. Ms. Bingaman will share more information once the date and location is solidified.
 - They are spearheading a pull-out section in the *Sacramento News & Review* to help spread the word about inclusion for individuals with intellectual and developmental disabilities. The hope is to start the conversation in the community.
 - SCDD's Office will be moving to North Sacramento in August.

- The next Sacramento Regional Advisory Committee (RAC) meeting is scheduled for Tuesday, July 17th, at the community library. The next Council Meeting is scheduled for Tuesday, July 31st.
- Mr. Lake shared that Tatiana Kuzminchuk has resigned from the Board.
- ◆ *Board Recognitions*
 - Board members were recognized for their past year of service to ACRC's Board of Directors and the community.
 - Special appreciation was shared for Cindy Benson, who is terming off this Board after serving for seven years.
- ◆ *Executive Committee*

Issue 1: Approve Slate for 2018-19 FY

Discussion and Action: Ms. Kuzminchuk was slated to be the Board's Treasurer and also a member of the Nominating Committee. Mr. Taylor also needs to be added to the slate for his second two-year term. Mr. Lake would like to suggest sending the vacant Treasurer position and additional Nominating Committee member back to the Nominated Committee for further discussion.

M/S/C (Cindy Benson) **To remove Tatiana Kuzminchuk's name from the slate and send the vacancies to the Nominating Committee for further discussion. Also, to add Austin Taylor to the slate for his second two-year term.** (10 in favor)

The revised Slate for the 2018-19 fiscal year (FY) is as follows:

Dan Lake – President

Rita Walker – Vice President

Amy Lampe – Secretary

(vacant) – Treasurer

Eric Ciampa, Retha Seabron & Austin Taylor – Nominating
Committee

Rita Walker – ARCA Rep

Dan Lake – ARCA Rep (alternate)

Austin Taylor – ARCA-CAC Rep

Romilda Jones – ARCA-CAC Rep (alternate)

Kimberly Terrell – Client Advisory Committee (CAC) Chair

Michelle Rewerts –CAC designated representative

Michelle Ramirez – Provider Advisory Committee (PAC) Chair

Eric Ciampa – PAC designated representative

Retha Seabron & Austin Taylor – second two-year term

M/S/C (Anwar Safvi) **To approve the slate as amended.** (10 in favor)

Issue 2: 2018-19 Board Meeting Schedule

Discussion and Action: Mr. Lake shared that the proposed Board meeting schedule for the new FY is in the Board packets for review and approval. He clarified that with this new schedule, the Executive Committee may need to act on behalf of the Board. Committees will continue to meet nine months out of the year; these meetings are where a good portion of the Board’s work is done.

The Board continues to actively recruit for new Board members, so this new schedule may make it enticing for individuals to join.

M/S/C (Eric Ciampa) **To approve the 2018-19 Board meeting schedule as presented.** (10 in favor)

◆ *Finance Committee*

Issue 1: Monthly Financial Report

Discussion and Action: Mr. Safvi shared that the Finance Committee met on June 11th, and reviewed the April 30, 2018 financial report which reflects ten months of expenditures for the current fiscal year (FY). With 83.3% of the year elapsed, ACRC has expended 79.7% of Purchase of Services (POS) and 77.6% of Operations (OPS).

Mr. Tiedemann is projecting that ACRC will have between \$1.2 and \$1.4 million in funding for the regular POS budget at the end of this FY. We will need approximately \$765,000 in additional funding for the Community Placement Plan (CPP). The Department of Developmental Services (DDS) has assured ACRC that we will receive additional CPP funding for moving individuals out of the developmental centers (DCs).

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

Issue 2: Contracts over \$250,000 (start-up funding for Community Crisis Home & Safety Net Intensive Transition Services)

Discussion and Action: The first contract is for start-up funding for Telecare, who will operate a 4-bed Community Crisis Home. The \$300,000 will be used for staff training, acquisition of equipment and facility furnishings, supplies and an appropriate vehicle to transport clients.

M/S/C (Anwar Safvi) **To approve the contract for \$300,000 in start-up funding for Telecare as presented.** (10 in favor)

The second contract is part of the Safety Net that DDS is developing across the state to assist with moving clients into the community. These funds are specific to transitioning clients from an IMD (Institute for Mental Disease) into the community. ACRC will develop services for Northern California and San Gabriel Pomona Regional Center (SGPRC) will develop services for Southern California.

The contract will provide Merakey with \$250,000 in start-up funding, and the remaining funding will be used for ongoing services for the 2018-19 and 2019-20 FYs. ACRC received five responses to our Request for Proposal (RFP), and Merakey was selected because they have the most experience in this area.

With the start-up funding, Merakey will establish a local office that can serve all regional centers in Northern California. The funds will cover the initial office lease, equipment, supplies, and staff training. It is expected that Merakey will be able to assist between 20 and 30 clients from now until March 2020. Their final rate will be negotiated. Mr. Tiedemann clarified that these funds are already included in ACRC's CPP contract, and this is part of the "safety net" that DDS is establishing throughout the State of California.

M/S/C (Anwar Safvi) **To approve the contract with Merakey as presented.** (10 in favor)

Issue 3: CalPERS Resolution

Discussion and Action: When ACRC went into CalPERS, certain elections regarding participation in Medicare for a few employees were not documented correctly. CalPERS is requiring a Board Resolution that will allow five employees hired prior to April 1, 1986 to elect to opt out of Medicare. Mr. Tiedemann noted that this is a formality; when CalPERS updated their system, they discovered this discrepancy.

M/S/C (Anwar Safvi) **To approve the CalPERS Resolution as presented.** (10 in favor)

Issue 4: Telephone System

Discussion and Action: Mr. Tiedemann mentioned that ACRC is looking to replace our telephone system, which was purchased in 1995, at the Finance Committee earlier this month. ACRC had a focus group look at what we have and what we need. Any replacement system must have the capability to add at least 150 extensions within the next five years.

There are two types of telephone systems that are currently on the market. A premise-based system has the hardware and software that operate the phone system onsite. A hosted system has the hardware and software in the "cloud" or by the provider and no equipment except the telephone handsets reside onsite.

ACRC received proposals from four companies that provide premise-based systems and one that uses the hosted system. Mr. Tiedemann believes the advantage of using a premise-based system is that there are additional back-up capabilities.

After reviewing the proposals, ACRC would like the Board to approve the Advantel Avaya contract. The initial cost would utilize remaining OPS funding from the 2017-18 FY's budget. Staff are familiar with the Advantel Avaya phone system and the agency would not need to purchase new telephone handsets.

M/S/C (Anwar Safvi) **To approve the Advantel Avaya system as presented.** (10 in favor)

◆ *Committee Updates*

- Board Development Committee (BDC)
 - Ms. Walker shared that the BDC met on June 11th.

- The BDC formalized the process that the Nominating Committee is using to review Board applicants.
- A joint workgroup of the BDC and Executive Committee was formed to look at facilitation and support of Board members.
- The group discussed the upcoming annual September Retreat and talked about continuing to branch out to one of our outlying counties. Since then, the BDC has found that it may be difficult to find a meeting location in Marysville.

M/S/C (Eric Ciampa) **To amend the BDC's motion and have Yuba City host the Board's September Retreat.** (10 in favor)

- Client Advisory Committee (CAC)
 - Ms. Rewerts shared that the CAC met on June 12th.
 - Mr. Bonnet spoke about the Senate hearing at the State Capitol and shared information about the budget.
 - The group talked about the Self-Determination Program.
 - The CAC finalized the "Friends Helping Friends" questionnaire and began talking about what they can do next.
 - Member shared information about the various advocacy meetings they have attended.
 - Two members, Cindy Benson and Robert Rogers, have resigned from the CAC.
- Provider Advisory Committee (PAC)
 - Mr. Ciampa shared that the PAC met on June 14th.
 - The group discussed some of the issues in the pending state budget:
 - Some of the proposals didn't get funding, mainly the restoration of camp and social recreation.
 - Funding for areas with high cost of living, less than what was requested, was put through.
 - The mandatory holiday schedule has been put on hold for a year. Half-day billing will be allowed.
 - DDS has partnered with Burns and Associates to do a rate study, and the department will be providing a report to the legislature in March 2019. The hope is that this survey will help service providers get their rates raised. The survey is voluntary, but necessary. ACRC has hosted two trainings to assist providers with completing this survey.

- A number of ACRC's service providers have received grant funding to assist other providers that need to come into compliance with the Home & Community-Based Services (HCBS) rules. Additional grant funding was awarded so that trainings could be held on Person Centered Thinking. This funding is providing new opportunities to collaborate.
- ◆ *President's Report*
- Mr. Lake expressed his appreciation to everyone in attendance today.
 - Within the last year, we have enhanced the Board's community accessibility. We have furthered the Board's transparency and continue to improve our agendas, so that they are easily understood. The Board is strong; we elect their own Officers and seat new Board members. As a Board, we have stepped up our recruitment efforts and continue to try to make the job of serving as a Board member possible, even if you have a full-time job.
- ◆ *Executive Director's Report*
- The California Legislature turned over its final version of the 2018-19 state budget to Governor Brown for his review and signature. Our service system has additional funding for continued growth. Mr. Bonnet hopes that the rate study will truly assist providers by improving rates.
 - Earlier this month, the federal government approved the waiver for the State of California's Self-Determination Program. ACRC has nearly 2,500 individuals that have expressed interest in participating in the first three-year rollout of this program. Of those, 175 will be chosen by DDS using a formula to assure equitable distribution of participants based upon demographic factors.
 - The final remaining ACRC client who had been residing at Sonoma Developmental Center (SDC) came home to Sacramento last week. The incredible efforts of our staff and service providers over the past couple of years have resulted in wonderful opportunities for former SDC residents and their families. It is the expectation that SDC will be empty before December 31st. While staff's efforts have been primarily focused on SDC, we have also been moving individuals out of the two remaining DCs (Fairview and Porterville).
 - The DDS is making good on their promise to exchange CPP funding with Community Resource Development Fund (CRDF) projects. The "safety net" is expanding; we will have more options for individuals with complex needs who may have ended up in institutional settings in years past.

- Mr. Bonnet shared some notable accomplishments by ACRC this past year, which include:
 - Our agency continues to lead the way as advocates for integrated employment opportunities for those we serve.
 - Staff morale is high; we share and reinforce our agency's vision. We have built systems and trained managers to ensure that staff receive constructive and supportive feedback about their job performance.
 - ACRC staff and service providers played a vital role in helping to ensure the safe evacuation and emergency housing of hundreds of fragile residents from SDC to Dixon during the Santa Rosa wildfires.
 - ACRC's Hospital Emergency Action and Response Team (HEART) has been meeting with hospitals across our ten counties to make sure that medically unnecessary hospital stays for our clients are kept to a minimum.
 - ACRC received an unqualified CPA audit.
 - Staff have completed dozens of community outreach presentations to inform and connect with our community throughout the ten counties we serve.
 - ACRC has hosted many community meetings; we have been recognized as an information hub for our local and statewide service system.
 - This agency has provided ongoing assistance and technical support to DDS and another regional center during a complicated transition to new leadership.
 - ACRC has successfully relocated our offices in both Woodland and Roseville, to provide better service and a safer environment for our employees and our community.
 - Our "ACRC U" Training for new staff has been revamped and is one of the best in the state.
 - Once again, ACRC is a statewide leader for client participation in the Medicaid Waiver, which brings federal dollars into the state. DDS has asked ACRC staff to provide consultation to other regional centers to help them achieve better results in this critical program.
 - After more than a decade of attempts, ACRC was able to convert our payroll from bimonthly to biweekly, which allows us to have a more efficient and accurate system in place.

- ◆ *ARCA Report*
 - Ms. Walker, Mr. Lake and Mr. Taylor attended ARCA's Annual Dinner last Thursday evening.

- Mr. Bonnet was recognized for serving as a member of ARCA's Executive Committee for 17 years.
- Employers were recognized for hiring individuals with developmental disabilities – SMUD was one of them.
- The ARCA Board meeting was held at the Westin Hotel in Sacramento on Friday, June 22nd.
 - The State of California, thru DDS, is one of eight states that will be getting assistance from Georgetown University on diversity. Cultural Competence Training will be held in August.
 - There will be additional grant funding for the 2018-19 FY for diversity in order to help move our statewide service system forward.
 - ACRC was recognized for the work that we are doing to assist in getting the "safety net" in place and for having the first qualified dental clinic in the state.
 - ARCA elected a new set of Officers for the new FY.
- ◆ *ARCA-CAC Report*
 - Ms. Benson attended the last meeting which was held on May 25th.
 - The group talked about the proposed uniform holiday schedule for service providers and social recreational services.
 - At the next meeting, members will be voting for the 2018-19 FY ARCA-CAC Chair.
 - The next in-person meeting will be held on Friday, July 13th, in Sacramento.

5. **Adjournment**

The meeting adjourned at 5:39 p.m.

Lisa West
Executive Secretary

cc: Phil Bonnet