

Alta California Regional Center  
Board of Directors Meeting  
Thursday, July 26, 2018  
Minutes

**Present:** Jackie Armstrong, Eric Ciampa, Dan Lake, Amy Lampe, Michelle Rewerts, Steven Sanchez, Retha Seabron, Yang Sun (via phone), Austin Taylor, Rita Walker

**Absent** (\* excused): Romilda Jones\*, Rosa Meza-Villaseñor, Anwar Safvi\*

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

**Facilitators:** Amy Fulk

**Visitors:** Melissa Kelly

1. **Call to Order** - The Board of Directors met at 4:01 p.m. on Thursday, July 26, 2018, at ACRC's main office in Sacramento.
2. **Introductions – Reading of ACRC's Mission & Vision** - All present introduced themselves. Ms. Armstrong read aloud ACRC's Mission and Vision.
3. **Consent Agenda – By consensus, the following consent agenda items were approved: a) excused absences for Romilda Jones and Anwar Safvi; b) regular session Board meeting minutes of June 28, 2018; and c) accept Board Development, CAC, Executive, Finance and PAC reports.**
4. **New Business**
  - ◆ *Community Comments*
    - No comments were shared.
  - ◆ *ACRC Caseload Ratios – Public Input*
    - Mr. Bonnet shared that every year, regional centers are required to report their caseload ratios to the Department of Developmental Services (DDS) on March 1<sup>st</sup>. Because ACRC did not meet a few of the mandated caseload ratios, we are required to seek community input on ways to come into compliance. As the number of clients continue to grow, our funding to hire additional staff does not keep up with demand. Mr. Bonnet stressed that ACRC's Human Resource Department also strives to hire qualified individuals. Since the recession, ACRC, as well as most of the other twenty regional centers across the state, have not met all of the mandated caseload ratios required by the department.

- As of March 1<sup>st</sup>, ACRC’s caseload ratios are as follow:

<b>Category</b>	<b>Actual Ratio</b>	<b>Required Ratio</b>
Medicaid Waiver	77.2	62
Age 36 mths and under	54.4	62
Moved from DC, lived in com > 24 mths	68.1	62
Moved from DC, lived in com between 12 and 24 mths	52.4	62
Moved from DC within last 12 mths	41	45
All others	81.2	66

- ACRC has a hiring plan and we will start implementing it as soon as we know what our budget will be for this fiscal year (FY). We are facing another issue – turnover. Mr. Bonnet participated in the Association of Regional Center Agencies’ (ARCA’s) Directors Group conference call just this morning and they discussed that this is a statewide issue. Regional centers are losing employees to competitors, including providers, the state, etc.
- ACRC takes pride in the training, entitled “ACRC U”, that we provide to all of our new employees.
  - Mr. Bonnet will contact DDS to request additional funding in order to assist with our ever increasing number of clients.**

◆ *Executive Committee*

**Issue 1:** Approve Conflict Resolution Plan – Austin Taylor

**Discussion and Action:** Mr. Lake read aloud the proposed Conflict Resolution Plan for Mr. Taylor. Although the Board approved a resolution plan in May of this year, Mr. Taylor changed employment on July 2<sup>nd</sup>, so the Board is required to review/approve a revised Conflict Resolution Plan for him.

**M/S/C** (Michelle Rewerts) **To approve the Conflict Resolution Plan for Austin Taylor as presented.** (9 in favor)

**Issue 2:** Adopt Updated Board Input Policy

- Mr. Lake would like to table this item until the September Board meeting.

◆ *Finance Committee*

**Issue 1:** Monthly Financial Report

**Discussion and Action:** Mr. Tiedemann shared that the Finance Committee met on July 9<sup>th</sup>, but because of the timing of the meeting, it was too early for him to have a financial report available. He distributed the May 31, 2018 financial report which reflects eleven months of expenditures for the last FY. With 91.7% of the year elapsed, ACRC has expended 88.6% of Purchase of Services (POS) and 85.6% of Operations (OPS).

Mr. Tiedemann is projecting that ACRC will need additional funding of \$383,000 for the Community Placement Plan (CPP). DDS has assured us that we will receive an additional contract amendment to cover this. ACRC should have enough money in the regular POS budget. Statewide, regional centers are reporting a combined total of between \$58 and \$72 million in excess POS funding, with only one regional center indicating a deficit.

Mr. Tiedemann is pleased to report that due to an unexpected refund of \$15 million from DDS, ACRC only had to obtain a minimal cash advance from U.S. Bank.

**Without objection, Rita Walker made the motion to accept the monthly finance report as submitted.**

**Issue 2:** Contract over \$250,000

- There are no contracts to approve at this time.

◆ *Committee Updates*

- Board Development Committee (BDC)
  - Mr. Lake shared that the BDC met on July 9<sup>th</sup>.
    - The group reviewed Sections 6.01, 6.02 and 6.03., as well as Section 4.02, which they sent back to the bylaw workgroup for further discussion/action. The workgroup will be discussing the three year restriction of serving as an Officer of the Board.
    - The Board needs to consider waiving Section 4.02 again this year, so that Mr. Safvi can continue to serve as the Board's Treasurer.

**Without objection, Amy Lampe made the motion to waive Section 4.02 for the 2018-19 FY, so that Mr. Safvi can serve as the Board's Treasurer.**

- The training topics for the September Retreat were finalized. We will have a team building exercise, and then we will learn about the Yuba/Sutter area. There will be presentations on Forensic Services and ACRC's Community Needs Assessment process. We will also have a panel from the Client Advisory Committee, who will share "Our Sonoma Journey", a presentation that they will be giving at the Supported Life Institute's October Conference.
- Board members must decide when they would like to hold September's Board meeting/training. All members that were present voted.
  - Option 1: Thursday/Friday – six votes
  - Option 2: Wednesday/Thursday – two votes

**The Board will hold its September Board Meeting/  
Training on Thursday & Friday, September 27<sup>th</sup> & 28<sup>th</sup>.**

*\*Austin Taylor joined the meeting*

- Client Advisory Committee (CAC)
  - Ms. Rewerts shared that the CAC met on July 10<sup>th</sup>.
    - A small panel from this committee will be presenting at the October Supported Life Conference. They will share information about their visits to Sonoma Developmental Center (SDC) over the years.
    - The new Chair, Kimberly Terrell, spoke to the group and asked for any ideas to help keep the CAC valuable to ACRC.
    - Members shared information about various meetings they have attended.
- Provider Advisory Committee (PAC)
  - Mr. Ciampa shared that the PAC met on July 12<sup>th</sup>.
    - The PAC has focused their energy on DDS' Rate Survey. Members have stepped up and placed calls to fellow service providers in an effort to have better participation from our catchment area. Trainings at ACRC, as well as other locations, have assisted services providers with this process.
      - Ms. Walker expressed appreciation to Mr. Bonnet and the PAC for their efforts.

◆ *President's Report*

- Mr. Lake shared that Board members should fill out the annual sheets that are in their blue folders (i.e., the "Board Member Pledge" and the "Status Report"). Included is a copy of ACRC's Whistleblower Policy, which is yours to keep.

◆ *Executive Director's Report*

- As Mr. Bonnet has mentioned at previous meetings, the money that was going into developmental centers will now be coming into the community. On Tuesday of this week, we posted a customized survey on ACRC's website to gather input from our community regarding the Community Resource Development Plan (CRDP). Each regional center will be submitting their unique plan to DDS. Once all of the plans are received, the department will allocate funding to the regional centers for purposes of community resource development to address service and support needs of clients living in their catchment area.
- The State of California has contract with Burns and Associates to conduct a rate survey of many of the services provided through the regional centers. Although the deadline is Friday, August 3<sup>rd</sup>, the completion rate across the state is rather low. ACRC might do better than average because of the support from our PAC, who are making calls and assisting with multiple hands-on help sessions. Completing the survey is voluntary, but service providers may not have another opportunity like this in the foreseeable future. If the numbers remain low, the message that this will send to the legislature is not favorable.
- Our CAC has been selected to share a one-hour presentation entitled *Our Sonoma Journey* at the Supported Life Institute's October Conference. The presentation will focus on the organized activities of our CAC members to reach out to residents and employees at SDC over the past five years. Now that ACRC has moved all of our clients out of SDC, the CAC is working on another project – "Friends Visiting Friends".
  - In order to be supportive of our folks, Mr. Bonnet would like to extend an offer to our Board members to attend the conference. If you are interested, please contact Mr. Bonnet and/or Ms. West.
- DDS has announced that they will draw the names of the 2,500 participants of the three-year pilot project for the Self-Determination Program on October 1<sup>st</sup>. The last day for interested individuals to sign up for the lottery will be September 17<sup>th</sup>.
- The Sac Republic, our local soccer team, is having an Autism Awareness Night on Saturday, August 11<sup>th</sup>, and Mr. Bonnet has

tickets. If any Board member is interested in attending the game, please see him after the meeting. This should be a fun event.

- The “ACRC Dashboard Indicators for the Quarter Ending June 30, 2018” were distributed for review. Mr. Bonnet highlighted several items, including:
  - Staff continues to meet the intake timelines for both Lanterman eligibility and Early Start.
  - We moved 49 individuals out of the developmental centers as part of our Community Placement Plan.
  - ACRC has almost 1,000 more clients with autism since last June. Males are diagnosed with a developmental disability at a much higher rate than females.
  - Our agency expends almost \$40 million to assist our clients and families with transportation.
  - Applied Behavior Analysis (ABA) Services are now primarily funded through public and private insurance. Although insurance carriers can pay more than regional centers for these services, the referral process was much faster with ACRC.
    - If you have any additional questions, please contact Mr. Bonnet and Mr. Tiedemann.

◆ *ARCA-CAC Report*

- Mr. Taylor was not able to attend the last meeting.

5. ***Adjournment***

The meeting adjourned at 5:18 p.m.

Lisa West  
Executive Secretary

cc: Phil Bonnet