

Alta California Regional Center
Board of Directors Meeting
Thursday, September 26, 2019
Minutes

Present: Jackie Armstrong, Eric Ciampa, Dan Lake, Amy Lampe, Ron Mainini, Paul Platner, Anwar Safvi, Retha Seabron, Rita Walker

Absent (* excused): Romilda Jones*, Michelle Rewerts*, Luis Rivera*, Steven Sanchez*, Yang Sun*

Staff: Phil Bonnet, Iqbal Ahmad, Lori Banales, Jennifer Bloom, Camelia Houston, Mechelle Johnson, David Lopez, Jessica Markov, Lisa West, Sharon Wiggins

Facilitators: Amy Fulk

Visitors: Carmen Aguilar, Jody Bailey, Breeanne Burris, Victor Malin, Michelle Ramirez

1. **Call to Order** - The Board of Directors met at 3:05 p.m. on Thursday, September 26, 2019, at the Historic Cary House Hotel in Placerville.
2. **Introductions** – All present introduced themselves.
3. **Consent Agenda – By consensus, the following consent agenda items were approved:** a) excused absences for Romilda Jones, Michelle Rewerts, Luis Rivera, Steven Sanchez and Yang Sun; b) regular session Board meeting minutes of July 25, 2019; and c) accept Board Development, CAC, Executive, Finance and PAC reports.

4. **New Business**

- ◆ *Community Comments*
 - No comments were shared.

- ◆ *Board Development Committee*

Issue: Approve New Board Member

Discussion and Action: Mr. Lake shared that the Board Development Committee (BDC) interviewed Carmen Aguilar earlier this month. She shared a brief introduction of herself.

The BDC is recommending Ms. Aguilar for Board membership.

M/S/C (Jackie Armstrong) **To approve Carmen Aguilar for Board membership.** (8 in favor)

**Ron Mainini joined the meeting*

- ◆ *2020 Performance Contract – receive public input & approve draft contract with performance measures and planned activities*
 - Mr. Bonnet shared that this document will be revised to reflect any public input that is received and be brought back to the Executive Committee on Monday, October 21st, for final review and approval.
 - Suggestion on Page 7 of 10 – second item (b): change wording to reflect “Alta has expanded a parent/service navigator for clients transitioning from children to adult services to target Hmong and Russian populations.”
 - The Department of Developmental Services (DDS) is encouraging regional centers to expand their Family Home Agency (FHA) resources to enhance opportunities for our clients.
 - It’s important to be mindful that client’s choice is of the highest priority.
 - ACRC’s last client will be moving out of the developmental centers (DCs) on October 7th.
 - Additional clients still reside in the Secure Treatment Facility at Porterville DC.
 - Under the Paid Internship Program, the hope is that the employer will be able to hire the client after the regional center has supplemented their salary by the maximum of \$10,400.
 - This is a strong area of interest for ACRC’s planned activities over the next year. Through our diversity workshop grants that we have been rewarded, we will be developing modules so that clients and families realize that the client will not lose their benefits if they get a job.
 - Staff are always looking for opportunities to enhance services to support families that have their loved ones living in their family home.

- ◆ *Finance Committee*
 - Issue 1:** Monthly Financial Report

Discussion and Action: Mr. Ahmad shared that the June 30, 2019 financial report reflects the expenditures for the 2018-19 fiscal year (FY). ACRC has spent nearly \$392 million in Purchase of Services (POS). Because the agency will receive another \$3 to \$4 million in bills, he is currently projecting a shortfall of between \$9 and \$10 million for the 2018-19 FY; the 2.1% bridge funding accounts for a small portion of this.

DDS is aware of our situation and Mr. Ahmad has been informed that ACRC will be made whole in future amendments. ACRC will fully expend

the Operations (OPS) budget. Our next allocation should be received the first week in October.

Mr. Ahmad clarified that each allocation is designated for a specific FY and DDS has a specific methodology of how they allocate funding to each regional center. Funding does not carry over from one FY to the next. When a regional center has a surplus, that money is refunded to the department and then allocated to another center.

The July 31, 2019 financial report reflects the first month of expenditures for the current FY. With 8.3% of the year elapsed, ACRC has expended 6.8% of POS and 12.1% of OPS.

ACRC received our first amendment for the current FY from DDS on August 30th. Additional funding will be coming in October. DDS changed their allocation methodology this year. For cash flow purposes, Mr. Ahmad is not concerned. DDS will be including the Community Placement Plan (CPP) funding and the special funding tied to the new trailer bill language in the second amendment.

Mr. Ahmad reminded everyone that OPS expenditures are higher at the beginning of each FY due to prepayments of insurance and retirement expenses.

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

Issue 2: Contracts over \$250,000

- There are no contracts to approve at this time.

◆ *Committee Updates*

- Board Development Committee (BDC)
 - Ms. Walker shared that the BDC met on September 9th.
 - We are charged with having a Board that reflects ACRC's catchment area and are required to have Board members that have expertise in certain areas.
 - The new draft orientation manual is being reviewed by two members. We want to be as efficient and effective as possible.
 - Everyone is looking forward to tomorrow's training.
- Personnel Committee
 - New Executive Director Evaluation – BoardSource

- Mr. Lake shared that the group met and had a great discussion about the path that the Board wants to take for the Executive Director's annual evaluation.
- The committee received two estimates – one from Kinetic Flow and the other from BoardSource.
 - The group would like to utilize BoardSource. Everything is done online and they will work with ACRC's Personnel Committee to develop a personalized evaluation. The cost is \$800 per year.

M/S/C (Ron Mainini) To approve utilizing BoardSource for the Executive Director's annual evaluation. (10 in favor)

- Client Advisory Committee (CAC)
 - Ms. Lampe shared that the CAC met on September 10th.
 - The group reviewed the 2020 Performance Contract.
 - Members provided updates on the various committees and advocacy groups that they are a part of.
- Provider Advisory Committee (PAC)
 - Mr. Ciampa shared that the PAC met on September 12th.
 - The committee reviewed the 2020 Performance Contract and discussed how the increase in clients impacts the regional center, as well as service providers.
 - In an attempt to improve communication with other providers, the Communications Subcommittee is working on the PAC's page on ACRC's website.
 - The workgroup will begin discussions with John Decker about innovative ideas for service after the October PAC meeting.
 - The ILS Subcommittee provided an update about transportation.
 - The Vendor Relations Subcommittee will be meeting with Community Services & Supports staff to discuss ways to support better communication and collaboration between the regional center and providers.

◆ *President's Report*

- Mr. Lake expressed appreciation to everyone in attendance today.
- The Board received a letter from a parent who shared her concern about the closure of her son's program. ACRC staff are working with the family.

◆ *Executive Director's Report*

- The Office of the Inspector General (OIG) visited ACRC this last week to conduct an audit with the primary focus on Special Incident Reports (SIRs). Their report will be shared with the Board when it is completed.
 - Mr. Bonnet shared that staff have learned that from an auditor's point of view, if it wasn't written down in the Title 19 notes, then it didn't happen. He clarified that Title 19 notes are 15 minute increments that are billable through the Medicaid Waiver Program and transmitted to DDS.
- Our new Director of Community Services, John Decker, is making affordable housing a priority under Mr. Bonnet's direction. We are working on a collaborative housing plan to improve housing options well into the future.
- As Ms. Banales mentioned, the last ACRC client residing in a DC will be leaving Fairview DC in the next few days. Mr. Bonnet noted that the Secure Treatment Facility in Porterville DC is a humane alternative to jail for those individuals who are deemed incompetent to stand trial.
- Our Placerville office will soon be relocating to a new office building down the street from the hotel that we are staying at today.
- ACRC was just informed that we are one of three regional centers that DDS has selected to develop a crisis home for children. The home will serve four clients at a time and will be a much needed resource for families that continue to have their children live in the family home. This resource will be available to any child in the state that needs help.

◆ *ARCA Report*

- Ms. Walker attended the last ARCA Board meeting which was held on Friday, August 16th, at Harbor Regional Center (HRC).
 - Amy Westling, ARCA's Executive Director, will be part of our training tomorrow.
 - Ms. Walker distributed "ARCA Office Functions and Roles" for review.
 - ARCA is considering holding a training for all Board members from all 21 regional centers. A survey will be sent to everyone and Ms. Walker is asking Board members to complete it by the due date – Sunday, October 13th. She is hopeful that there will be one statewide meeting, so that Board member can build networks that can be called upon.
 - ARCA has engaged Uptown Studios to identify better ways to share information about regional centers services across the state.

- At the Board Delegates Meeting, representatives from HRC highlighted the training that's available through HRC and their partnership with Long Beach Community College ("College to Career").

Reading of ACRC's Mission & Vision – Ms. Aguilar read aloud ACRC's Mission and Vision.

**Mr. Bonnet shared that Board members will be attending an all-day training tomorrow. As part of the team building exercise in the morning, we have staff that have been trained as Person-Centered Thinking Trainers coming to begin discussions on the Board's page on ACRC's website. In order to prepare, he distributed some information so that Board members can start thinking about the process.*

5. **Adjournment**

The meeting adjourned at 4:18 p.m.

Lisa West
Executive Secretary

cc: Phil Bonnet