

Alta California Regional Center  
Board of Directors Meeting  
Thursday, September 28, 2023  
Minutes

**Present:** Carmen Aguilar, Jackie Armstrong, Garrett Broadbent, Johnny Deng, Tom Hopkins, Dan Lake, Amy Lampe, Kelly Pennington, Michelle Rewerts, Anwar Safvi, Steven Sanchez

**Absent** (\* excused): Retha Seabron\*

**Staff:** Lori Banales, Iqbal Ahmad, Jennifer Bloom, John Decker, DeLayna Eskridge-Brown, Camelia Houston, Mechelle Johnson, Jessica Markov, Lisa West

**Facilitators:** Amy Fulk

**Visitors:** Steven Andrews, Jaclyn Balanay, Maureen Fitzgerald, Peter Mendoza

1. **Call to Order – Reading of ACRC’s Mission & Vision** – The Board of Directors met at 3:01 p.m. on Thursday, September 28, 2023, at the Veterans Memorial Center in Davis. Ms. Rewerts read aloud ACRC’s Mission and Vision.
2. **Community Comments/Announcements**
  - ◆ Mr. Andrews noted that today, Governor Newsom signed into law that fast food workers will be paid \$20 per hour beginning April 1, 2024. He inquired if ACRC had any plans to assist service providers.
3. **Consent Agenda – By consensus, the following consent agenda items were approved: a) regular session Board meeting minutes of July 27, 2023; and b) Board Development Committee (BDC), Client Advisory Committee (CAC), Executive Committee, Finance Committee and Provider Advisory Committee (PAC) minutes.**

*\*change in agenda was noted*

4. **New Business**

- ◆ *Approve OPS Case Management System Upgrade Contract*
  - Mr. Ahmad noted that as a regional center, we are always looking to stay ahead and make sure that our staff have a holistic system so that we can better serve our clients. We have implemented electronic signatures that help to process forms, using different systems/applications.
  - The Department of Developmental Services’ (DDS’) Consumer Electronic Records Management/Uniform Fiscal System Modernization (CERM/UFMS) project will hopefully be in place by 2026.

- Neudesic has developed a case management system that functions for another regional center.
  - The system “talks” with different systems/apps, as well as SANDIS, to streamline the process for Service Coordinators (SCs). The system will include:
    - A client onboarding and easy application process, with the ability to upload documents and provide clients/families with automatic notices. Everything will be standardized and allow us to track information.
    - A process to assist with onboarding vendorizations and ongoing biannual reviews, which would help manage this requirement.
  - The system is tailored for HIPAA and cyber security. These are all the benefits that we are looking for.
- Currently, ACRC spends \$400,000 annually for the various modules/apps that staff use. This new system has a one-time development cost of \$625,000, with an annual ongoing cost of \$50,000.
- With Board approval, ACRC will utilize remaining federal funding that came from meeting various performance measures throughout the year. This would be an investment in our agency – providing an immediate benefit with time management for staff, assistance with ongoing client/family satisfaction, help with staff retention, etc.
  - Ms. Banales shared that we are critically aware of all of the systems that our staff need to use daily. This system would allow staff to be more efficient.
  - The goal would be to roll this out in March/April 2024. The start-up cost includes deployment and training of staff. ACRC’s IT Department is capable of managing this system.

**M/S/C (Armstrong) To approve the contract with Neudesic for up to \$625,00 as presented.**

- ◆ *Approve DDS Vacaville Property Acquisition Contract*
  - DDS has requested that ACRC work with Brilliant Corners to acquire a vacant five-acre lot for future State usage. ACRC staff have already completed all of the background paperwork. We are seeking Board approval to enter into contract for the property acquisition.
    - Mr. Decker clarified that Brilliant Corners would own the property.

**M/S/C (Armstrong) To approve the contract with Brilliant Corners as presented.**

- ◆ *New Board Member Applicant – Dr. EunMi Cho*
  - The BDC is recommending Dr. Cho for Board membership. She provided a brief introduction of herself.

**M/S/C (Hopkins) To approve Dr. Cho for Board membership.**

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

**Discussion and Action:** Mr. Ahmad noted that ACRC is still awaiting the E-1 amendment from DDS. We will continue with our hiring plan from last year.

- **Information only.**

**Issue 2:** Authorize Line of Credit

**Discussion and Action:** Annually, the Board authorizes our agency's \$25 million line of credit with U.S. Bank.

**M/S/C (Safvi) To authorize ACRC's line of credit with U.S. Bank as presented.**

**Issue 3:** DDS Final Audit Report – FYs 2020-21 & 2021-22

**Discussion and Action:** Earlier this year, the Finance Committee reviewed the draft DDS Audit Report for the 2020-21 and 2021-23 FYs. This final report has no changes from the draft.

As Mr. Ahmad stated in June, there was one finding, which involved four vendors and the overpayment of \$39,000 in total. ACRC now has a process in place to ensure that this doesn't happen again, and as of today, all funds have been recovered.

This is a complete audit of two FYs, which encompasses all of our agency and shows how our whole agency works together as a team.

**M/S/C (Hopkins) To accept the DDS Final Audit Report for FYs 2020-21 & 2021-22.**

- ◆ *Committee Updates*
  - CAC
    - Mr. Hopkins shared that the CAC met on September 12<sup>th</sup>.
      - The CAC's "Meet & Greet" has been rescheduled to November 14<sup>th</sup>.

- The Supported Decision-Making workgroup and the Client Friendly Individual Program Plan (IPP) signature page workgroup continue with their work.
- Ms. Ramirez, with On My Own, provided an overview of a roommate database that she is developing, and committee members provided their feedback.
- CAC members shared updates from various advocacy meetings that they attend.
- PAC
  - Mr. Broadbent shared that the PAC met on September 14<sup>th</sup>.
    - With another resignation, the PAC continues with their outreach efforts.
    - Mr. Ciampa has been working on ways to reach out to the service provider community using a list server that providers can use as a forum to communicate with one another.
      - The PAC approved this.
    - Ms. Ramirez also shared the roommate database with the PAC and members provided feedback.
    - AB 1568, which would have reclassified Independent Living Services (ILS) out of the community-based day program rate category, failed. Thankfully the ILS rate was fixed in the state's 2023-24 FY budget.
    - Dr. Beadle-Brown provided a presentation on the Person-centered Advocacy Vision Education (PAVE) project.
    - DDS is rolling out a DSP Stipend Program; service providers have been looking forward to this.
      - ACRC has set-up an email address that service providers can send questions to.
- ◆ *President's Report*
  - Mr. Lake expressed appreciation to everyone who attended the training today. We are always looking for suggestions to improve this experience.
- ◆ *Executive Director's Report*
  - Ms. Banales shared that ACRC Harvard campus will be reopening on Monday, October 2<sup>nd</sup>.
  - The Direct Support Professionals (DSP) Collaborative is making great strides in promoting our service system's workforce. ACRC and Valley Mountain Regional Center (VMRC) staff and providers had the pleasure of sharing information about the Collaborative at the California Disability Services Association (CDSA) Annual Meeting in Riverside last week. The public relations component will start to lift in the next few months. Ms. Banales remains hopeful that this will

make a difference – the energy is significant across the state. Regional centers also have space on the website to build our teams, as well. ACRC is hosting another Disability Industry Career Expo on November 7<sup>th</sup> at Sierra College in Rocklin – this will be highlighted in the next *Alta Connections*, which will be released next week.

- Ms. Bloom noted that ACRC has a newly vendored provider, Happy Ladders. This vendor provides services through an app. Happy Ladders helps parents empower themselves and supports the parent/coaching model. Parents are able to gather data to see how their child is progressing. This is something that we can give families right now since there may be waiting lists for other services. This tool also supports our agency’s Strategic Plan.
- The Sacramento County Unified School District (SCUSD) has invited ACRC to join their advisory board, which focuses on students with disabilities and their array of different needs. Reyva Johnson, one of ACRC’s Client Advocates, participated on a Civic Work-Based Learning Panel yesterday. It is important to remember that our clients want meaningful work, and the hope is to mentor the employer, as well as the employee.
- On September 13<sup>th</sup>, Governor Newsom signed the second round of trailer bill language (TBL) for our statewide service system.
  - AB 1147 was pushed to a two-years bill, which provides an opportunity for the Association of Regional Center Agencies (ARCA) to continue in discussions with the author. We remain hopeful that this partnership will further develop some workable solutions for this bill.
- Under Tab 9 of the Board packet, you will find the “Update on Little Hoover Commission Commitments”. ARCA understands the need for consistency across the state. This document provides an update on the four areas that regional centers are working to standardize.
- ACRC will be holding our Annual National Core Indicators (NCI) Meeting during the November 16<sup>th</sup> Board meeting.
- Two conferences are scheduled for October. Registration can be paid by ACRC if noted in a client’s Individual Program Plan/Individual Family Service Plan (IPP/IFSP).
  - The MIND Institute’s Annual Aprendiendo Juntos, or “Learning Together” Spanish Conference on October 28<sup>th</sup>.
  - The 37<sup>th</sup> Annual Supported Life Conference “Inspiring Unity through Common Goals and Creativity” will be held October 26<sup>th</sup> & 27<sup>th</sup>.
- Every year, ACRC requests interested individuals to complete a survey that provides input on the development of our Community Resource Development Plan (CRDP). We, along with the entire state, are seeking more Financial Management Services (FMS) agencies. We are also targeting the development of accessory

dwelling units on existing properties that ACRC's Board had previously approved.

- The Board has requested updates on open and closed programs since the last Board meeting. The following are newly vendored services:

- Community Integration Program (1)
- Early Autism Treatment (1)
- Psychologist (1)
- Supported Living Services [SLS] (3)
- Residential Care Home (4)

Closed vendors:

- Occupational Therapy (3)
- Residential Care Home (1)
- Counseling Services (1)

◆ *ARCA-CAC Delegate Report*

- Ms. Lampe shared that the group met on September 22<sup>nd</sup> and discussed the webinar about affordable housing that they are going to present on December 7<sup>th</sup>.
- A special Zoom meeting is scheduled for October 27<sup>th</sup>, from 10 to 11 a.m.

◆ *ARCA Delegate Report*

- Ms. Pennington noted that ARCA met in August. The next meeting will be held on October 20<sup>th</sup> in San Diego

5. **Closed Session** – At 4:32 p.m. the Board adjourned to closed session to discuss real estate issues.

6. **Announcement of Closed Meeting Discussion** - At 4:48 p.m. the Board reconvened in open session following a closed session in which real estate was discussed.

7. **Adjournment**

The meeting adjourned at 4:48 p.m.

Lisa West  
Executive Secretary

cc: Lori Banales