

Alta California Regional Center  
Executive Committee Meeting  
Monday, November 13, 2017  
Minutes

**Present:**

Dan Lake, President  
Rita Walker, Vice President  
Amy Lampe, Secretary  
Anwar Safvi, Finance Comm. Chair  
(via phone)  
Cindy Benson, ARCA-CAC Rep  
Austin Taylor, MAL

**Board Members:**

Tatiana Kuzminchuk  
Retha Seabron

**Staff:**

Phil Bonnet, Executive Director  
Peter Tiedemann, Chief Operating  
Officer  
Lisa West, Executive Secretary

**Facilitators:**

Amy Fulk  
Larry Prosser

The Executive Committee met at 5:20 p.m. on Monday, November 13, 2017, in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) State Budget Update; 2) New Business; 3) Committee Reports; 4) President's Report; 5) Executive Director's Report; and 6) Announcements. All present provided self-introductions.

1. ***State Budget Update***

**Issue:** The committee needs to review the Governor's State Budget.

**Discussion and Action:** Earlier this month, Mr. Bonnet was asked to join the Department of Developmental Services (DDS) staff, as well as other regional center Executive Directors, at the State Capitol to provide a briefing to legislative staff about the closures of the developmental centers.

Another legislative group visited ACRC last week to gather more information and training about the regional center system and the services that ACRC provides. They visited some of our specialized homes that are being developed for the individuals that are moving out of Sonoma Developmental Center (SDC). The group went away with a wealth of knowledge about the services and supports that we provide to our clients.

Hopefully our contact with them will have a positive impact on the Governor's proposed budget.

- **Information only.**

***\*Tatiana Kuzminchuk left the meeting***

---

**Without objection, Dan Lake made the motion to adopt the Executive Committee meeting minutes of October 10, 2017 as submitted.**

**2. New Business**

- 2018 Performance Contract
  - Mr. Bonnet will be seeking the Board's approval on this contract at Thursday's Board meeting. He reviewed the draft contract with those present.
    - On page 4, these four measures have been under development for approximately ten years. The statewide average and ACRC's data are not available, but we have added our planned activities to these measures.
      - With our continued development of new services for individuals moving out of the developmental centers, we now have another dental service option for all of our clients.
      - ACRC's Client Advisory Committee (CAC) has provided input on an abuse prevention project that Mark Starford, with the Board Resource Center, has been working on.
    - On page 6, these new measures are related to the disparity issues across the state.
      - ACRC has chosen to locally develop policy performance on the percent of total annual purchase of service expenditures by individual's ethnicity and age, and the percent of individuals receiving only case management service by age and ethnicity.
        - When regional centers were first started, case management was the main focus of Service Coordinators (SCs). They helped clients and families search for generic resources (e.g., In-Home Supportive Services, education, etc.)
        - ACRC is currently working to reach out to monolingual families, specifically Hmong and Spanish speaking.
- Policy Review
  - ACRC's "Board Member Code of Conduct" Policy was distributed for review. Mr. Lake read the policy aloud.
- Service Policy Manual – Respite Services
  - Although the Board reviewed this policy at the October Board meeting, Mr. Lake would like to suggest having the full Board approve it again at the November 16<sup>th</sup> Board meeting.
- Board Calendars
  - Mr. Lake has been striving to help make being a Board member simple, fun and something that people want to volunteer for. The annual committee calendars were created to make sure that Board members can keep track of what is required, what has been completed, and what's next, etc. If we can check all of these boxes, we know that we have completed everything that we are required to do.

- Board members were asked to review the calendars and bring back any suggestions/revisions to the Board meeting on Thursday.

### 3. **Committee Reports**

- Board Development Committee (BDC)
  - The bylaw workgroup discussed some suggested revisions of the Board's nomination process. The workgroup will be drafting language and will bring it back to the committee for consideration in January.
  - The group discussed our continued proactive approach to recruiting Board members. We might look into possibly using television and radio, even social media, to assist with this process.
  - The January Board Sponsored Training will be on the agency's culture survey.
- Personnel Committee
  - Mr. Lake shared that the Personnel Committee will be meeting this Friday, November 17<sup>th</sup>, at 11 a.m. to discuss the Executive Director's annual evaluation.

### 4. **President's Report**

- No report was shared.

### 5. **Executive Director's Report**

- Last year, ACRC received 62 Fair Hearing (FH) requests. This calendar year, we have received 74; 13 regarding eligibility and 61 regarding services. Sixteen cases have been decided by the Office of Administrative Hearings (OAH); 13 supported ACRC's position, one supported the claimant's position and the other two were split decisions (granted in part, denied in part). It's important to note that the agency does not pursue a FH unless staff believe we are following the law.

### 6. **Announcements**

- In keeping with the Board's annual tradition, we will be adopting an ACRC family for the holiday season. If you would like to contribute, please remember to bring your donation to the Board meeting on Thursday.

7. **Closed Session** – at 6:03 p.m. the Executive Committee adjourned to executive session in order to discuss personnel issues.

8. **Announcement of Closed Meeting Discussion** – at 6:10 p.m. the Executive Committee reconvened in open session following a closed session in which personnel issues were discussed.

The next Executive Committee meeting is scheduled for **Monday, January 8, 2018**, at 5:30 p.m. The meeting adjourned at 6:10 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet