

Alta California Regional Center
Board of Directors Meeting
Thursday, September 23, 2021
Minutes

Present: Carmen Aguilar, Jackie Armstrong, Johnny Deng, Dan Lake, Amy Lampe, Ron Mainini, Kelly Pennington, Michelle Ramirez, Michelle Rewerts, Anwar Safvi, Steven Sanchez, Retha Seabron, Yang Sun, Rita Walker, Patty Wallace

Staff: Lori Banales, Iqbal Ahmad, Aiko Blancaflor, Jennifer Bloom, John Decker, Camelia Houston, Mechelle Johnson, David Lopez, Johnny Xiong, Lisa West

Facilitators: Amy Fulk

Visitors: Steve Andrews, David Dyda, Maureen Fitzgerald, Elaine Linn, Kidada Medina, Peter Mendoza, Maxine Milam, Karen Mulvany, Kim Rothschild

1. **Call to Order – Reading of ACRC’s Mission & Vision** - The Board of Directors met at 3:00 p.m. on Thursday, September 23, 2021, by Webex/teleconference. Ms. Lampe read aloud ACRC’s Mission and Vision.
2. **Community Comments/Announcements**
 - ◆ Ms. Fitzgerald announced that she filed a Whistleblower Complaints against the Board on Monday regarding how the revisions to the agency’s bylaws were handled. She noted she received a response from the Board this afternoon and will be following-up with the Department of Developmental Services (DDS).
3. **Consent Agenda – By consensus, the following consent agenda items were approved: a) regular session Board meeting minutes of July 22, 2021; and b) Board Development, Client Advisory Committee (CAC), Executive, Finance and Provider Advisory Committee (PAC) minutes.**
4. **New Business**
 - ◆ Approve New Board Member

Discussion and Action: The Board Development Committee (BDC) is recommending Elaine Linn for Board membership.

Without objection, Carmen Aguilar made the motion to approve Elaine Linn for Board membership.

- ◆ Approval to Extend Terms of Office

Discussion and Action: The BDC is recommending term extensions for both Carmen Aguilar and Johnny Deng.

Without objection, Anwar Safvi made the motion to approve the extension of Carmen Aguilar and Johnny Deng's terms of office.

- ◆ Approve Updated Bylaws

Discussion and Action: Ms. Walker shared the revised bylaws are in the Board packet under Tab 7.

Without objection, Carmen Aguilar made the motion to approve the bylaws as presented.

- ◆ Approval of Revised ACRC Executive Director Succession & Recruitment Policy

Discussion and Action: Ms. Walker noted that the proposed revisions give the full Board authority that was previously assigned to the Executive Committee.

Without objection, Dan Lake made the motion to approve the revised policy as presented.

- ◆ Approve Board Member Facilitation & Support Policy/Plan

Discussion and Action: Ms. Walker shared that this policy is a new approach to providing Board facilitation and support. This policy includes, as components of support, interpretation, transportation and facilitation before/during meetings. Under this policy/plan, a Request for Proposal (RFP) will be released with a dollar amount attached. The Executive Committee will discuss the deliverables during the October committee meeting.

Without objection, Jackie Armstrong made the motion to approve the policy/plan as presented.

- ◆ *Finance Committee*

Issue 1: Monthly Financial Report

Discussion and Action: The Finance Committee is recommending acceptance of the July 31, 2021 financial report.

Without objection, Johnny Deng made the motion to accept the monthly finance report as submitted.

Issue 2: DDS Audit for FYs 2018-19 & 2019-20

Discussion and Action: This audit was reviewed at the July Finance Committee meeting and is included in the Board packet under Tab 11. Mr. Ahmad expressed appreciation and recognized Mechelle Johnson, Jennifer Bloom, Tracy Brown, Aiko Blancaflor and Robin LeMay for their assistance with this audit. Staff played a big part in the fact that the agency had zero findings; a “clean” audit.

- **Information only.**

Issue 3: Line of Credit with U.S. Bank

Discussion and Action: The Finance Committee is recommending approval of ACRC’s line of credit with U.S. Bank.

Without objection, Johnny Deng made the motion to approve the line of credit with U.S. Bank as presented.

◆ Strategic Planning

Discussion and Action: Ms. Walker shared that the Board began discussions regarding Strategic Planning today. More will be shared soon.

- **Information only.**

◆ *Committee Updates*

- CAC

- Ms. Wallace shared that the CAC met on September 14th.
 - A group of clients and ACRC staff met and put together a vaccine video – video was shown on the screen.
 - Ms. Banales spoke about the positive COVID cases across clients, service providers and ACRC staff.
 - She gave an update on the fires in our catchment area.
 - Ms. Banales shared that she would like to invite the new Emergency Coordinator to an upcoming CAC meeting so that the group can talk about supporting clients who live independently to make sure they have their Go Kits ready.

- PAC
 - Ms. Ramirez shared that the PAC met on September 9th.
 - The group discussed vaccination efforts.
 - Mr. Decker provided service providers with additional information regarding independent audits and the exemptions that can be granted by regional centers.
 - Mr. Ciampa and Ms. Ramirez have provided feedback to Mr. Ahmad and Mr. Decker on the current vendor agreement that ACRC has with service providers.
 - The Diversity & Ethnicity Committee is developing a survey to gather data on the diversity of service provider staff. Currently, committee members are providing feedback prior to its release.
 - The Vendor Relations Committee reviewed the “cheat sheet” on the role of the Community Services Specialists, which will be finalized soon.

- ◆ *President’s Report*
 - Ms. Walker expressed appreciation to Steven Sanchez, who is terming off the Board this month. He has served on the BDC and Finance Committee and will continue to serve on the CAC.

- ◆ *Executive Director’s Report*
 - Ms. Banales has decided to not have ACRC staff return to the office until November 1st. Two weeks prior to that date, she will re-evaluate the situation.
 - Since July 6th, we have reported the following to DDS:
 - 155 clients testing positive, with five deaths; six individuals are currently in the hospital.
 - 85 direct support professionals (DSPs) testing positive, with one death.
 - 14 ACRC staff testing positive, with two deaths.
 - With the data, we know that vaccinations save lives. We continue to assist those interested in connecting with opportunities. 85% of our staff have been vaccinated; 10% do not want to share their status. It has become complicated with President Biden’s recent requirement for organizations with 100+ employees. Ms. Banales has shared this information with staff, but we are awaiting guidance from Cal/OSHA. With the FDA’s approval, we have seen more staff members who have chosen to receive the vaccine. When we are onboarding new staff members, ACRC is now requiring vaccination.
 - With the Caldor Fire, ACRC has one staff member who lost their home, as well as seven clients/families. We are doing the best we can to support all of them.

- On September 30th, there will be an Open House at Kala House Jr., a new Children's Community Crisis Home, in Rio Linda. Board members are welcome to attend.
- Aprendiendo Juntos, the "Learning Together" MIND Institute Conference 2021, is being held on October 6th thru 9th. Prior to the pandemic, this conference was held in-person, but this is the second year that they have gone virtual. The link to attend this conference will be posted on our website, and more information will be shared with the Board.
- The Board has requested updates on open and closed programs since the last Board meeting. The following are newly vendored services:
 - Nurturing Residential Homes
 - A Family Affair Connections
 - Pond Brook Home Inc. (Emergency Vendorization)
 - Meadowlark Way Care Home
 - ARCC Center FMS
 - Elk Grove Speech pathology APC
 - Thornhill Communities Corp.
 - Humble Translations LLC
 - Now You're Talking Speech-Language Pathology
 - American River Care Home
 - Hawthorne Suites by Wyndham
 - Young Minds Psychology (2)
 - Hour Miracles Technology Loan Program
 - WeCare4Yolo SLS
 - EMF Flores Care Home
 - The Autism Community in Action
 - A1 Senior Care Home 2
 - Aguirre Care Home

Closed vendors:

- Pond Brook Home Inc. (vendor failed to complete vendor application within 45 days after an Emergency Vendorization)
- A.I.M. & Associates (Independent Living Services [ILS])
- Employment Enterprises
- Mr. Decker shared a PowerPoint presentation entitled "Affordable Housing Development", highlighting the housing projects that ACRC is currently working on.
 - Mirasol Village on Richards Blvd.
 - \$1.5 million buys 15 set asides (12 one-bedroom apartments and 3 two-bedroom apartments)
 - Cornerstone Village in Elk Grove – 21 set asides
 - Mercy Housing – 30 set asides

We are partnering with Chelsea Investment Corporation to develop other affordable housing projects in Nevada, Woodland and Yolo Counties.

- ACRC staff are responding to Housing Elements, which are part of a General Plan adopted by city, town or county that includes the goals, policies and programs that direct decision-making around housing. What becomes of this is interest in working with the regional center to implement an outreach program about housing and services available for persons with developmental disabilities.
- ACRC released an RFP on Housing Access Services, which was awarded to STEP. Patty Uplinger will be the coordinator on this project.
- 16 individuals have volunteered to join ACRC's Coordinated Future Planning Task Force.
- For the past five years, ACRC has been in the process of starting a dental clinic off of El Camino & Evergreen. We are currently waiting on the permitting so that they can start accepting clients.
- Ms. Bloom shared that we started conversations in the spring about the Competitive Integrated Employment (CIE) Initiative after DDS released the Roadmap.
 - ACRC created four workgroups, consisting of stakeholders, and was able to provide feedback to the department, who was very appreciative. DDS will be creating a new draft and will be considering voice activation for those that are blind.
 - We held a training with Tom Pomeranz this past Tuesday, with over 350 people in attendance. The training was recorded and will be posted on our website. We will soon be scheduling a Part 2 of this training.
 - The four workgroups will be meeting again and service providers will be joining the two adult workgroups so that provider perspectives can be considered.
- Ms. Johnson shared that ACRC currently has 16 clients enrolled in the Self-Determination Program (SDP). An additional 200 individuals are somewhere in the process – attending orientation, developing their person-centered plan, etc.
 - We are continuing to do outreach to our clients and assist them with accessing the training online, which is available in several different languages.
 - Staff had a booth at the Aloha Festival this past weekend. We are meeting monthly with the Self-Determination Advisory Committee (SDAC). Staff are working through internal processes with budget issues. We are meeting

with DDS monthly to review trailer bill language (TBL) and expectations.

- Ms. Houston shared that several years ago ACRC worked on a wellness grant with two other regional centers and the Coalition for Compassionate Care of California (CCCC) to create the Thinking Ahead brochure, that is posted on our agency's website. This process helps clients pre-identify who they would like to speak on their behalf at their end of life. Over time, Service Coordinators (SCs) have had difficulty speaking with clients/families on this subject. We are working together again to hone in on what type of supports that we can provide to SCs so that they can have a successful conversation that can be documented in the client's Individual Program Plan (IPP).

- ◆ *ARCA Delegate Report*
 - Under Tab 12 of the Board packet, please find the DDS presentation from the August Association of Regional Center Agencies (ARCA) meeting.
 - Page 2 highlights the department's key initiatives for this fiscal year (FY).
 - Page 4 highlights the 2021-22 budget initiatives.
 - Under Tab 13 of the Board packet, there is another PowerPoint presentation on the START Program. This started as a pilot project at several other regional centers. ACRC has these same services with Turning Point.
 - Under Tab 14 of the Board packet, please find the new DDS-Regional Center contract requirements regarding Medicaid Enrollment for regional centers.
 - ACRC is now required to provide information about new Board members with amendments to our packet.
 - The BDC recently revised our Board application to include acknowledgement of this requirement, as well as the annual DDS conflict of interest (COI) reporting requirement.
 - There are circumstances which will require ACRC to complete a new application.
 - The September ARCA Web Academy featured ACRC's Jennifer Bloom, who spoke about "How services and supports meet the needs of infants and toddlers." After the presentation, Board members broke out into small groups.
 - The next ARCA Web Academy about "Services for school-age individuals" is scheduled for Tuesday, November 9th, from 6 to 7:30 p.m.
 - With the passage of AB 445 (Calderon), regional centers are no longer required at intake to collect parent's personal information in

order for their child to access regional center services. There may be other times or circumstances under which regional centers will request this information.

◆ *ARCA-CAC Rep. Report*

- Ms. Rewerts shared that each member gave a report on their regional center, and Sidney Jackson provided the ARCA update.

◆ *Correspondence*

- Under Tabs 15 and 16 of the Board packet, please find information about ACRC's Caseload Ratio Plan of Correction and the DDS letter regarding the 2022 Performance Contract.

5. ***Closed Session*** – At 4:31 p.m. the Board adjourned to closed session to discuss real estate issues.

6. ***Announcement of Closed Meeting Discussion*** - At 4:49 p.m. the Board reconvened in open session following a closed session in which real estate issues were discussed.

7. ***Adjournment***

The meeting adjourned at 4:49 p.m.

Lisa West
Executive Secretary

cc: Lori Banales