

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday March 2, 2011, 5:00 p.m.
North Bay Regional Center
25 Executive Court, Napa, CA 94558**

MINUTES

NBRC BOARD MEMBERS PRESENT:

Michael Statti, ARCA CAC Chair (Sara Walter, PA)
Molly Dillon, Vice President
Matt Bloom
Linda Washington, VAC Rep

Carol Urban, Secretary
Martha Cornejo, President
Margi Stern
Harry Matthews, Treasurer
Lyn Isbell, Past President

BOARD MEMBERS ABSENT:

Frankie Smithle (Excused)

STAFF PRESENT:

Kathy Newman, Exec. Assistant
Thomas Maseda, Director, Administration
Michi Gates, Director, Adult Services
January Crane, CPC
Kelly Weber, CRC
Barbara Sylvester, Intake Sup.
Lynda Wheeler, CMS
Kathy Graves, CPC
Ian Philips, CSA
Deanna Kirkpatrick, CMS

Bob Hamilton, Executive Director
Alfonso Carmona, Director, Client Services
David Katayama, Director, Children's Services
Ellen McBride, CMS
Tanya Baretto, CPC
Anna Hiser, CPC
Joanne Giardello, CMS
Laurie Cole, EIS
Katherine Sefton, CMS
Richard Greenwood, CPC
Karen Davidson, CSA

GUESTS PRESENT:

Robert Phillips, AIVB
Mary Eble, North Bay Housing Coalition
Cami Weaver, BI
Holly Harris, Connections for Life
Andy Lunceford, Person Rec. Services

Marilyn Mills, ARC Solano
Donna Feingold, Moving Forward
Elizabeth Clary, OADS
Kathleen Miller, Parent
Kelley Hanson, Pace Solano

CALL TO ORDER – Martha Cornejo, President, called the meeting to order at 5:06 p.m. Roll was called and a quorum was present. Board and audience introduced themselves.

CONSIDERATION OF MINUTES

M/S/C (Dillon/Urban) Move that the minutes of February 2, 2011 regular business meeting be approved as amended. Bob noted that Marty Omoto's email address is www.cdcan.us rather than www.cdan.us (page three under "New Business").

2 Abstentions

TREASURER'S REPORT

M/S/C (Isbell/Statti) Move that the Treasurer's Report for the period of January 1-31, 2011 be approved as submitted. Bob called attention to a letter sent to Marty Omoto with a \$1000 donation approved by the Board via email.

UNANIMOUS

ANNOUNCEMENTS:

- Bob Hamilton noted that David Katayama, Manager of the Children's Unit, will retire May 1st following 32 years of service.
- Elizabeth Clary thanked all who participated in the Transition Fair on February 9th in Sonoma County. Many families participated and Nora Thompson, Executive Director of Matrix, presented on how to navigate the system.
- Martha Cornejo noted that she is honored to serve on the Board of Directors. She personally thanked Lyn Isbell and Harry Matthews for their involvement in recent special projects. She also thanked all Board members individually for their time as volunteers.
- Molly acknowledged Martha as the President of the Board, Chair of the ARCA Delegate group, and a member of the ARCA Executive Committee. Molly thanked Michael for serving as the Chair on the ARCA Consumer Advisory Committee.

FEATURE PRESENTATION: Early Intervention Prevention at North Bay Regional Center will be tabled to the April 6th Board meeting due to conflict in scheduling.

GENERAL PUBLIC COMMENT: Elizabeth Clary, Executive Director, OADS noted that as a vendor and representative of the service provider community, requested the Board write a letter opposing the proposed budgetary cuts to the Regional Center system to local legislators. Becoming Independent is hosting a letter writing effort on Friday, March 4th at 2:00 p.m. at their Santa Rosa facility. The letters present a clear message to legislators of the importance of keeping the cuts as far away from people with developmental disabilities as possible. Letters will also be sent to the Budget Committee. Sonoma County service providers are attending local City Council meetings and stressing the importance of eliminating the cuts to the Regional Center system. Hand written letters are requested rather than emails. Discussion followed.

COMMITTEE REPORTS

A. Executive Committee – The Executive Committee met February 23, 2011. The following issues were discussed and/or reviewed:

- Memorandum's of Understanding with the three county Mental Health Agencies.
- Annual Board retreat tentatively scheduled for April 1, 2011.
- Executive Committee meeting is cancelled for the month of March due to Grassroots Day on March 16th and the quarterly ARCA meeting on March 17-18.
- Bob and Martha addressed the budgetary issues facing the Regional Center system.
- The Santa Rosa building lease. Martha thanked Thomas for negotiating an extension on the lease at a great savings. The Napa building lease expires this May and Thomas is working with the landlords.

B. Vendor Advisory Committee – Linda Washington VAC Rep – Linda provided the following report:

- Linda thanked friends on the VAC and those she works with at the Regional Center, Board of Directors, Bob, and Kathy for all the kind words, cards, flowers, and plants in memory of her mother's passing in late January. The support means the world during this difficult time.
- The VAC met on Tuesday, February 8, 2011. There was much information shared regarding the ongoing budget cuts and how they will affect regional centers, vendors, and ultimately our clients. Town Hall Meetings have been coordinated by the Area IV Board, the first having occurred on Wednesday, February 16, 2011 at the Petaluma Community Center, and the second occurring in Solano County on February 24, 2011. Vendors are encouraged to attend these meetings in order to present their perspectives to legislators and their representatives. It is also important to notify legislator's offices via phone calls and emails to convey how harmful the continued cuts are to the service provision for our clients. Please refer to the minutes of the VAC meeting included in the board packet for further details on current and possible future cuts to the regional center budget, IHSS, and Medi-Cal funding for Intermediate Care Facilities (ICFs).
- Grass Roots Day is scheduled for March 16, 2011 at the Capital in Sacramento. This is yet another opportunity to let legislative offices hear from us regarding how the cuts are affecting services to our clients, and in some cases, potentially jeopardizing health and safety.
- North Bay Regional Center has put forth a series of Request for Proposals (RFP's) that have gone out with the intent of assisting folks transitioning from the developmental center. There are start up funds associated with these RFP's and details can be found on the NBRC website.
- The VAC has two member openings as of July 1, 2011. There is one opening each in Sonoma and Solano Counties. The application will be redistributed and those interested should have their application in by March 1, 2011. Applications can be submitted to the VAC via Terri Rowland or Donna Feingold.
- The March 8, 2011 VAC Meeting will be followed by a member only session.

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton, Executive Directors Report

- The legislature is preparing to assure the Governor's proposed budget is prepared and passed by March 10. What typically takes the legislature five months to pull together is being done in a few weeks.
- Hundreds of consumers, families, service providers, community members etc., attended subcommittees of the Assembly and Senate and testified regarding how proposed cuts will affect their lives. Hundreds more lined the halls with standing room only. The testimony had a huge impact as the legislature forwarded the concept that there should be no more than \$150 Million in cuts associated with the Purchase of Service Standards as opposed to the \$270 Million that had been proposed by the Governor's budget. The advocacy by our constituency is in the process of working. There is much more work to be completed.
- Following the DDS survey will be the formation of eight subject groups to discuss the Purchase of Service Standards.

- Trailer Bill Language has been established with administrative controls and savings in each area in the budget. There is Trailer Bill Language for administrative cost cap that is proposed to save \$39M, third party liability that is proposed to save \$10.5M, audits for both Regional Centers and vendors that is proposed to save \$21.5M, conflict of interest that is proposed to save \$11M, accountability and transparency that is proposed to save \$27M. The TBL to be developed is around the eight areas of cost containment to establish Purchase of Service Standards. NBRC submitted a list of applicants for possible nomination to serve on one of the eight committees. There are vendor and advocacy groups in the process of submitting names for the same purpose. The Department will then determine 35 to 40 people to serve on each committee. The timelines do not allow quality work to be completed. Public policy is being established without the benefit of review and input that is typically received.
- North Bay Regional Center has begun the DDS audit that covers fiscal years 08/09-09/10. The audit has been expanded to include whether we have complied with previous TBL language, rate freezes, and recovery of funds from various vendors.

Financial Report – We received notice of our B-2 budget amendment last Thursday, February 17th. This has brought great relief to us as we have been awaiting this critical information so that we can manage our operations to stay within our allocated budget. We received \$199,558 for Operations, \$3,367,822 for POS, and \$168,327 for the Prevention grant, which is shared among Operations, POS and grants to Matrix and ParentsCAN, our family resource centers.

The B-2 budget amendment has increased our POS budget to just over \$117 million without accounting for the Community Placement Plan (CPP). The CPP allocation remains at \$418,907 for POS. The B-2 allocation for POS is in-line with the expected amount, based on the ARCA Finance Committee's recommendation to DDS. With 58.3% of the year completed, we have expended 56.8% of the POS allocation. The monthly SOAR (Sufficiency of Allocation Report) submitted to DDS on February 10th still leaves us with a projected deficit of \$487,128, but we still have growth projected in that report (which is part of the formula) and our trend is flat. Consequently, we will likely have sufficient funds for POS with the B-2 allocation.

The B-2 allocation of \$199,558, together with the portion of the Prevention grant that will be allocated to Operations will allow us to complete the year with a small surplus of \$21,136. That is assuming that no unforeseen events bearing costs occur for the remainder of the year. With 58.3% of the years completed, we have expended 58.9% of the current OPS allocation. Taking into consideration one-time expenditures of \$171,758 occurring in July, the adjusted comparison to year to date is 57.8%.

The system is in reasonably good shape with some unallocated funds from DDS to assist regional centers that may be in trouble. Discussion followed.

Alfonso Carmona, Director, Client Services - Alfonso was attending meetings out of town. David Katayama and Barbara Sylvester offered the following:

- Autism Report (which appears in the Board packet) is developed annually by Barbara Sylvester. A portion of the information contained in the report is on the ACT website. The report was initiated at the request of the Board approximately four years ago. NBRC is a model for the State of California and has been praised at the state level and the Department of Education. NBRC continues to increase collaborative models. Each new opportunity promotes growth in new directions.
- Bob noted that the Intake Unit under Barbara Syvester's leadership and great staff continues to "do more with less". He also noted that our statistics improved dramatically. NBRC is meeting timelines almost 100%. Bob commended Barbara and her staff for a job well done.
- Martha encouraged wider distribution of the report. Discussion followed.

PUBLIC COMMENT (Client Services Only): Members of the audience requested clarification on NBRC's financial report from Bob, which he provided. Discussion followed.

LIAISON REPORTS

A. Association of Regional Center Agencies – Martha Cornejo (10 minutes): Martha noted the following:

- ARCA will meet on March 17-18, 2011 in Sacramento.
- ARCA Executive Committee will review applicants for Purchase of Service Standard work groups on March 3. Regional Centers have submitted names and individuals will be selected and notified by Friday which workgroups will begin meeting on Monday. Within one week four workgroups should be functional. The second week the next four workgroups will begin meeting. There has been no mention by DDS how much time will be required to complete the process. It is unknown as to whether there will be time for public input.

All meetings will be held in Sacramento at the Department of Developmental Services. Southern California nominees who requested to participate from their area have been declined. On March 22 a one hour slot of time will be allotted for public testimony at the Capitol for recommendations from the workgroups.

- Grass Roots Day is scheduled for March 16th at the Capitol.
- Proposal that money allocated will cover 85% for Purchase of Service and 15% for Operations. Bob Baldo submitted a letter challenging the proposed 15% Operation allocation. Attached to his letter was a report from Stanford identifying 20% as a reasonable allocation for Operations. The requirement in Trailer Bill extends to vendors who have negotiated rates as well.
- Regional Center Directors and Board Delegates continue to participate in two conference calls per month along with involvement on individual committees.
- AB171 (Bealle) – Autism Spectrum Disorder. This bill would require health care service plan contracts and health insurance policies to provide coverage for the screening, diagnosis, and treatment of autism spectrum disorders. The bill would prohibit coverage from being denied for specified reasons. ARCA is in support of this bill.
- AB1244 (Chesbro) – Individual Choice Budget. This bill would state the intent of the Legislature to enact legislation that would support the implementation of individual choice budgets for regional center consumers. ARCA has a watch plus position on this bill. This is a “spot” bill that is currently being developed.
- SB166 (Steinberg) - Health care coverage: autism spectrum disorders. This bill would state the intent of the Legislature to enact legislation that would develop standards for the diagnosis and treatment by health care service plans and health insurers of individuals with autism spectrum disorders. ARCA has a watch plus position on this bill.
- SB254 (Bealle) - Employment First Policy. This bill would require the regional center, when developing an individual program plan for a transition age youth or working age adult, to be guided by the Employment First Policy. The bill also, beginning when a consumer is 14 years of age, would require the planning team to discuss school-to-work opportunities during individual program plan meetings and to inform the consumer, parent, legal guardian, or conservator that the regional center is available, upon request, to participate in the consumer's individualized education plan meetings to discuss transition planning. The bill would require the planning team, as part of the individual program plan process for working age adults, to address integrated employment opportunities, while respecting the consumer's right to choose. ARCA has a watch plus position on this bill.
- Bob Baldo, Executive Director, ARCA, is retiring in June 2011. Martha will serve as a member of the selection committee. Three Board delegates and three directors have been chosen to identify a process of recruitment which will then be recommended to the ARCA Executive Committee. Martha noted that if it wasn't for the efforts of Bob Baldo this would be a very difficult process.
- Kudos to AIVB for hosting the Solano County Town Meeting. Even though the weather was less than perfect, attendance was high. Martha thanked Bob Phillips for providing the opportunity to meet to the community.

B. Area IV Board – Bob Phillips (10 minutes) – Bob noted the following:

- Thanked Bob Hamilton for attending both public forums, speaking, and being a part of the panels.
- Contacted Board members to request participation on the Purchase of Service Standard committees. Bob noted that it has been difficult to find someone as everyone works. Out of 12 Board members, one volunteered to participate.
- Area IV Board meeting is scheduled for March 16th at the Petaluma Community Center.
- State Council will host a public forum on March 3 at the Petaluma Community Center for input on their Strategic Plan.
- AB171 (Bealle) – This bill would require health care service plan contracts and health insurance policies to provide coverage for the screening, diagnosis, and treatment of autism spectrum disorders.
- AB1244 (Chesbro) – This bill would state the intent of the Legislature to enact legislation that would support the implementation of individual choice budgets for regional center consumers. Individual choice budgets offer consumers authority over a fixed budget allocation, the freedom to design supports of their choice, and the support necessary to maximize control of their services and lives.
- SB254 (Bealle) - Employment First Policy. The State Council was authorized to develop a draft employment policy by July 2011 at which time it will be presented to the legislature.

GOOD OF THE ORDER – None

NEXT MEETING ANNOUNCEMENT – The next Board meeting is a business meeting scheduled for April 6, 2011 at North Bay Regional Center, Napa office at 5:00 p.m.

ADJOURNMENT – M/S/C (Isbell/Statti) – Martha Cornejo adjourned the meeting at 6:19 p.m.

UNANIMOUS