

# Far Northern Coordinating Council on Developmental Disabilities dba Far Northern Regional Center Minutes

Minutes of Regular Meeting  
Friday, November 22, 2013  
Gaia Hotel  
Anderson, CA 96007

1. Call to Order: 9:00 a.m. by Chairperson, Ronda Dever
2. Roll Call:
  - a. Present: Michelle Sedillos, Suzette Serrano, Stephen Bell, Kathryn E. McCreary, Margaret Shipp, Andreas Economopoulos, Roger Hatton, Colleen Ryberg, Jennifer Bowman, Melanie Combs, Chrissie Clapp, Ronda Dever, Susan Hess, Margot Madson
  - b. Absent: Troy Rathburn, Don Murphy
3. Public Input/Open: Introduction of guests: Mike Mintline, Janice Clarkson, Denis Villeneuve, Nai Saechao, Linda Carpenter, Judy Kruse, and Lauren Leisz (FNRC staff members). Sarah May and Betty Carlton (Area Board 2), Kathy Brian (DDS) and Ted Hess.
4. Approval of Agenda for November 22, 2013: Motion to approve and second by Suzette Serrano and Stephen Bell. No discussion, motion passed.
5. Approval of Minutes from September 27, 2013: Motion to approve and second by Andreas Economopoulos and Margot Madson with the following corrections: #4 – Changing May 17, 2013 to read November 22, 2013. #5 - Changing March 29, 2013 to read May 17, 2013 and correcting Carol Ostrander to read Carolyn Ostrander. #8e – Correcting Serviciers to Services. #13 “Provider Announcements” – correcting sup shop to read sub shop. #14 “Troy” correcting Oroville to Orland. Motion passed.

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6. Transition to Executive (Closed) Session – W & I 4663, (3), (4), (5): Motion to transition to closed session made and seconded by Stephen Bell and Andreas Economopoulos. No discussion. Motion passed. Returned to open session. Pending litigation and the Executive Director's salary were discussed.

7. Report from Executive Director, Laura Larson:

- a. The Department of Developmental Services is in the process of recruiting a new director with an announcement expected by December 1<sup>st</sup>.
- b. AB 1041: the newly-signed Employment First bill was signed by the Governor. This bill will raise the topic of employment for youth with disabilities.

SB 468: a bill to pilot Self-Directed Services was signed by the Governor. Work will now begin on implementation which will take some time to be fully available to all regional center clients.

SB 555: This bill requires that IPP's be written in the language of the individual or family. This will not be a new practice for us.

- c. Quality Assurance teams of made up of people with developmental disabilities (both in Redding and Chico) will be inspecting residential facilities. They will be looking for cleanliness and safety as well as adequate food supplies, proper bedding, the general well-being of the homes.
- d. A paid consumer crew has rented office space in the Redding office to help with scanning.
- e. A State Council/Area Board grant funded call center has been established in Paradise. This consists of a team of consumers that will call other consumers that are possibly at risk or that are sick or injured.

8. Management Reports

- a. Finance Report – Michael Mintline, Associate Director, Administration:
  - i. Action Item No. 1: Approval of Miscellaneous Non-Travel Expense Reimbursement Policy: It is requested that the

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- Board of Directors approve the revised Miscellaneous Non-Travel Expense Reimbursement Policy. Motion made and seconded by Stephen Bell and Margot Madson, no discussion, motion passed
- ii. Action Item No. 2: Approval of Travel Expense Reimbursement Policy: It is requested that the Board of Directors approve the revised Travel Expense Reimbursement Policy. Motion made and seconded by Margaret Shipp and Roger Hatton, no discussion, motion passed.
  - iii. Action Item No. 3: Approval of authorized signers: It is requested the Board of Directors approve the individuals, as authorized to sign checks on company accounts. Motion made and seconded by Andreas Economopoulos and Stephen Bell with the stipulation that Margaret Shipp, Board Treasurer, be added to the list of authorized signers. No further discussion, motion passed.
  - iv. Action Item No. 4: Approval of Line of Credit: It is requested that the Board of Directors approve the Regional Center's ability to borrow \$18,500,000 if the State cannot pay its obligations to the Regional Center timely. In addition, it is requested that the Board of Directors approve a borrowing limit of up to 10% more than the current maximum, or \$20,400,000, if the bank is willing to lend more funds and DDS increase the Regional Center's allocation of funds via contract amendment. Motion made and seconded by Margot Madson and Suzette Serrano, no discussion, motion passed.
  - v. Purchase of Service FY 2013-2014: A review of July-September 2013 payments and review of current and prior year expenses indicate that Fiscal 2013/14 expenses will be approximately \$106.8 million, which is an increase of \$6.0 from last year. \$1.1 million of the increase is due to restoration of a 1.25% cut to provider rates and another \$1.4 million is expected to result from a 2% annual increase in the number of consumers served. The remaining \$3.5 million increase is caused primarily, but limited to, a \$1.0 million increase in Specialized

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Residential facility expenses, a \$.2 million increase in home health care expenses with a *decrease* of as much as \$.5 million in specialized autism expenses for age 0-3 consumers.

- vi. Operations Report, FY 2013-2014: \$36 thousand is projected in remaining operations spending authority. There is a \$169 thousand decrease over the \$205 thousand reported to the Board of Directors in September 2013. Projected contract spending authority was decreased \$10 thousand due to a change in the estimate of Community Placement Plan (CPP) funding for this fiscal year. Personal Services expenses increased \$335 thousand primarily due to negotiation of a 3.5% salary increase for all employees effective June 1, 2013. However Personal Services expenses decreased \$212 thousand because of delays in hiring some vacant positions. Operating expense estimates are projected to increase by \$36 thousand due to \$15 thousand in information technology equipment needed for the Redding conference room expansion and relocation of the Administrative Services Division. Another \$10 thousand increase in travel cost estimates due to additional Service Coordinators and \$11 thousand estimated for consulting services for the purpose of increasing outreach efforts to families, most notably those with children aged 0-3
  
- b. Human Resource Report – Lauren Leisz, HR Director:
  - i. Action Item No. 5: Approval of the re-employment of Tonya Guthrie. It is requested that the Board of Directors appoint Tonya Guthrie to be re-employed by FNRC effective the pay period beginning November 16, 2013, for a period of no more than 12 months, pursuant to the Government Code requirements. Motion made and seconded by Margaret Shipp and Stephen Bell, no discussion, motion passed.

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- c. Resource Development Directions, Mike Mintline Associated Director, Administration for Diana Anderson, Associate Director, Community Services
    - i. Action Item No. 6: Approval on Contract PS-1670: It is requested that the Board of Directors approve contract PS-1670 with Modoc Work Activity Center (P04778) for a day program effective January 1, 2014 through December 15, 2014 (24 months) for a total maximum contract amount of \$555,816.00. Motion made and seconded by Stephen Bell and Andreas Economopoulos, no discussion, motion passed.
  - d. Case Management Directions: Judy Kruse, Associate Director, Case Management, North with Denis Villaneuva: Report on how people who speak a language other than English are supported: Denis Villaneuva and Nai Saechao, shared with the board ways that non-English speaking families/consumers are supported by the Regional Center/Service Coordinators. They talked about the Individual Program Plan (IPP) that is available in Spanish and how the Laotian community is supported through the spoken word, as there is no written language.
9. Action Item No. 7: Approval of 2014 Board Meeting Schedule: It is requested that the Board of Directors approve the 2014 Board meeting schedule as submitted. Motion made and seconded by Melanie Combs and Margaret Shipp with the May 2014 changing to May 14 and 15. No further discussion, motion passed.
10. Association of Regional Centers Agencies Report, Andreas Economopoulos, Delegate: The meeting was held October 18<sup>th</sup> in Los Angeles. ARCA completed a document entitled "Funding the California Regional Centers". The members approved the document and will be sharing with the legislature. Director, Eileen Richey, reported on the possible impact of the minimum wages on our service system. Rick Rollens reported that Governor Brown completed all of the bills on his desk. The next ARCA meeting will be in January, 2014.

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11. Area Board 2 on Developmental Disabilities Report, Sarah May, Executive Director: Presented by Sarah May and Betty Carlton: Sarah wanted to thank FNRC for the contribution made to the Butte County Coordinating Council Recognition Dinner. She also acknowledged Margaret Shipp for joining the dinner committee. The State Council on Developmental Disabilities is continuing their search for a director. The next meeting will be February 13 and 14 in Redding.

Betty Carlton shared that their Board had a training regarding law enforcement and how they work with consumers. Stephen Bell brought in several officers to the meeting for a presentation. The Area Board 2 is now full, with all counties represented. Tehama County needs some help with their SELPA and school issues. Betty has been very involved with the implementation of the Managed Care Act, including the expansion of MediCal. The AB2 is concentrating on the rollout of the Affordable Care Act. .

12. FNCC Board Committee Reports and Action Items:
- a. Consumer Committee, Michelle Sedillos, Chairperson: Present at this meeting were: Michelle Sedillos, Susan Hess, Andreas Economopoulos, Roger Hatton, Suzette Serrano. The Board Packet and seven Action Items were discussed and reviewed.
  - b. Service Provider Advisory Committee, Jennifer Bowman, Chairperson:
    - Laura Larson, discussed the following:
      - Significant Bills Signed by the Governor, including
        - SB 468 – Self Determination
        - SB 555 – IPP/IFSP Translation requirements
        - AB 1041 – Employment First Legislation
      - Medi-Cal to Managed Care Transition
      - Minimum Wage Impacts
      - New Medication Error Form
      - Holidays are for Caring
      - Consumer QA Teams
      - AmJamb call center in the south counties

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- Betty Carlton presented for the Area Board 2:
  - Update on Managed Care
  - Area Board 1 Report
- Health and Wellness Initiative
  - Update Report – The incremental roll-out should begin in March
- Provider Announcements:
  - Kimberlee of OCRA would like to do trainings for providers and is beginning to serve more of the Spanish speaking populations
- Nominations for chair and vice-chair – election will be held in January
- 2014 meeting schedule will be released in December

### 13. Announcements, Reports, Questions and Answers, Summary Comments, All Board Members:

Margot: Margot is working on a fund raiser to help a neighbor whose apartment needs some remodeling.

Susan: Susan met with Don Krysakowski, Director of WTC in Chico. The WTC is not serving a Thanksgiving Dinner, but are making plans for next year. Susan asked if WTC could find sponsors for trips and activities to make these less expensive. WTC has job openings at several of their sites.

Suzette: Each chapter of People First will have welcome committees prior to the May conference.

Kathryn: Kathryn visited the Rusty Wagon in Orland, where three consumers were working.

Margaret: Margaret helped with and attended the Butte County Coordinating Council's Recognition Dinner. She presented at the Supported Life conference regarding diabetes and attended the DDS Consumer Action Committee.



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Andreas: Andreas is working with Divine Appointment in Yreka. This group helps youth and the homeless. He is also working towards his ministry certificate.

14. Next meeting: The next meeting will be January 23 and 24 in Anderson.
15. Motion to adjourn by Stephen Bell, seconded by Andreas Economopoulos. No discussion, motion passed. Meeting adjourned at 12:00 p.m.

Respectfully submitted



Cynthia R. Presidio  
Executive Assistant/Board Secretary