

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

Minutes of Regular Meeting

Friday, May 20, 2016

9:15 a.m.

Far Northern Regional Center, Redding

1900 Churn Creek Road, Suite 319

Redding, CA 96007

1. Call to Order: 9:20 a.m. by Vice Chairperson, Ronda Dever
2. Roll Call:
 - a. Present: Adam Beals, Ronda Crisp, Kathryn McCreary, Susan Hess, Roger Hatton, Colleen Ryberg, Jennifer Bowman, Ronda Dever, Leslie Corletto, William Battles,
 - b. Absent: Michelle Phillips, Margaret Shipp, Margot Madson, Melanie Combes, Chrissie Clapp, Michael Green
3. Public Input/Open: Introduction of guests: Mary Agnes Nolan (State of California), Sarah May, (SCDD North State Office), Deborah Kindley (Region 1), Allan Smith (DDS), Kim Leeseman (We Care a Lot), Melissa Gruhler, Lauren Leisz, Mike Mintline (FNRC staff).
4. Approval of Agenda for March 25, 2016: Motion to approve the agenda made and seconded by William Battles and Roger Hatton. It was agreed to move the Human Resources report to #6A and Tamra Panther will be substituting for Judy Kruse on the agenda. Motion to amend agenda by Colleen Ryberg and Jennifer Bowman. No further discussion, motion passed.
5. Approval of Minutes from March 27, 2016: Motion to approve and second by Kathryn McCreary and Ronda Crisp, with the following changes/corrections:

Page 9: #9b: Correction "rate"

Page 9: 1005 surveys were mailed out

Page 10: Correction - \$1.6 million.

Page 16: #12 - Correction to "2 clients"

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Motion to approve amended minutes by William Battles and Adam Beals. No further discussion, motion passed.

6. Report from Chairperson, Margaret Shipp (Ronda Dever, Vice Chairperson): Ronda informed the Board that Melanie Combes has resigned from the Board of Directors as of today, May 20th.

7. Transition to Executive (Closed) Session – W & I 4663, a (1), (2), (3), (4), (5),

- (1) Real estate negotiations.
- (2) The appointment, employment, evaluation of performance, or dismissal of a regional center employee.
- (3) Employee salaries and benefits.
- (4) Labor contract negotiations.
- (5) Pending litigation

○ Motion to transition to Executive Session by Colleen Ryberg and Roger Hatton. No discussion, motion passed.

○ Motion to move out of Executive Session by Roger Hatton and Jennifer Bowman. No discussion, motion passed.

○ Litigation and an Employee Evaluation were discussed.

8. State Council on Developmental Disabilities, North State Office Report, Sarah May, Regional:

- The North State Office public announcement flyer for the Request for Proposal (RFP) for Program Development Grant (PDG) Cycle 39 was released on April 15, 2016. Proposals must relate to one of the SCDD State Plan objectives: Goal 2 – Employment and Goal 3 – Housing. One project will be awarded up \$20,000. Proposals are due May 31, 2016 and must be mailed or hand delivered to SCDD, 1507 21st Street, Suite 210, Sacramento, CA 95811 by 5:00 p.m. Winning proposals will be announced on July 25, 2016 and funding is anticipated to be available October 1, 2016. The projects must be completed by September 30, 2017.
- The North State Office is a member of the local regional coalition called Diversability Advocacy Network (DAN); collaboration between various agencies representing seniors

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and people with disabilities in the North State. We are organizing a conference on June 23, 2016 at Chico Family Masonic Center focusing on the changes to Med-Cal and new programs to recipients and service providers called “Medi-Cal 2020: Opportunities for Integration and Collaboration.” The goal of the information that will be presented is to increase awareness of the new Medi-Cal programs that integrating services for recipients in the North State.

- Mary Agnes Nolan, the new Community Program Specialist II for the North State Office was introduced, along with Deborah Kindley, Quality Assurance project Coordinator for three SCDD regional offices in California. Mary Agnes and Deborah provided a brief report on their role with SCDD and their activities. Information handouts were provided supporting their presentations.

9. Report from Executive Director, Laura Larson:

- Laura reviewed handouts which outlined significant funding increases to our service system
- The closure of Sonoma Developmental Center: Per the Department of Developmental Services, the DC lost it's accreditation from the federal government.
- FNRC has had 11 retirements this year. Recruiting for a new Community Services Supervisor is now taking place.
- Laura reviewed comments from families in the National Core Indicators, indicating how few services there are for those over three.
- A conference “Invitation to a Conversation” will be held June 2nd. This is a conference regarding the alternatives to conservatorship.
- Rebecca Younger is beginning to plan events for the 50th anniversary of the Lanterman act.
- Laura reviewed DDS's position regarding employment in day programs and Conflicts of Interest.

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10. Management Reports:

a. Financial Reports: Mike Mintline, Chief Financial Officer

- i. Purchase of Service Report FY 14-15: Non-CPP (Community Placement Plan) expenses – excess spending authority of \$1.4-\$1.8 million is projected. Excess spending authority of \$1.4-\$1.8 million is expected after review of payments and analysis of future growth and rate changes through May 9, 2016. Excess spending authority of zero-\$145 thousand was projected in the March 2016 report. The Regional Center projects an increase in the number of consumers served of 2.8%, compared to a 7.1% increase in expenses over the prior year.

Expenses increased from \$111.2 million in Fiscal 2014/15 to \$119.2 million in Fiscal 2015/16. Much of the \$8.0 million increase was due to projected Out-of-Home expenses, projected Community Integrated Trainings expenses and projected Supported Living expenses

The Regional Center's goal is to place seven consumers from developmental centers, out of area facilities, or locked facilities into the community. Also, an additional \$1.0 million in startup and \$85 thousand in placement cost funding has been allocated specifically for consumers that must be placed from the Sonoma Developmental Center (SDC).

- ii. Operations Report, FY 15-16: The Regional Center is projecting \$41 thousand in remaining operations spending authority at this time. Remaining spending authority of \$71 thousand was projected in March 2016. Regional Center contract spending authority did not change from the prior report. However, projected interest revenue increased by \$2 thousand due to timely collection of amounts due from the State of California Department of Developmental Services.

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Projected Personal Services expenses decreased \$17 thousand from the March 2016 report, due to delays in hiring vacant positions and cost savings associated with the replacement of retiring Service Coordinators with entry level Service Coordinators.

Operating expenses increased due, in part, to office equipment/workstations, lighting and carpeting in the Chico office, and a security system in the Redding office, travel expenses, and other expenses.

- iii. Action Item #1: Independent Auditor Bid: Because there is no requirement to select a new independent auditor at this time, services received have been of good quality, and the proposed fees are reasonable, it is recommended that The Board of Directors approve the selection of KCoe Isom as its independent auditors for the Fiscal Years ending June 30, 2016-2019. Motion to approve and second by William Battles and Roger Hatton. No discussion, motion passed.
- iv. Other: None
- b. Client Services Directions: Judy Kruse, Director of Client Services.
 - i. Client Services Report: Tamra Panther stepped in for Judy Kruse who was unable to attend. Tamra spoke to the Board about the Medicaid Waiver and the upcoming audit. Every two years a dual review is conducted – including DDS and Health and Human Services. Everyone not living in Medicaid funded facilities are subject to the programs. The auditors will also be interviewing clients. This audit begins June 20th. The report will be revealed in late July.
- c. Community Services Directions: Diana Anderson, Associate Director, Community Services:
 - i. Community Services Report: None
- d. Human Resources Report, Lauren Leisz, Human Resources Director: (Conducted after the Chairperson's Report as #6a)
 - i. Annual Review:

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1. Abuse/Zero Tolerance Policy: Reviewed with the Board and signed by attending Board Members
2. Whistleblower Policy: Reviewed with the Board and signed by attending Board Members
3. Conflict of Interest Policy: Tabled until June 2016

11. Association of Regional Centers Agencies Report, Ronda Dever, Delegate:

a. Governance Issues:

- ARCA has not met since the previous board meeting. However, the Department of Developmental Services has been in communication with the ARCA Executive Director, Eileen Richey, about what actions can be taken to increase oversight and accountability of regional centers.
- .When something goes wrong at one center, it impacts us all, even when we do not know what the issues were.
- The recommendations are confidential at this time and continue to be discussed. At our next meeting, Eileen Richey, from ARCA will be here, and she will be able to share with us actions that have been agreed upon.
- We can expect additional audit reviews by DDS that will strengthen oversight. We will also see additional recommendations, if not requirements, for training of regional center board members.
- ARCA believes this has been a good year for the Regional Center System. We have seen increases hoped for, but certainly not expected. The new year will bring a new focus on Employment, Diversity and equity in all services, and preparing for the transformation of programs and services due in 2019.

12. FNCC Board Committee Reports and Action Items:

- a. Consumer Committee, Roger Hatton, Chairperson: The meeting was called to order by Roger Hatton.

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- The Board Packet and Action Items were discussed and reviewed.
 - Due to the Action Item about the selection of KCoe Isom as our auditors, Mike Mintline, explained to the Committee what auditors are and why they are needed.
 - Laura Larson explained the agenda item about the FNRC's policies that need to be reviewed every year.
 - The People First Conference was good. There was some discussion about the food served. Laura suggested that some board members get on the planning committee to possibly get more diabetic friendly foods on the menu.
 - Laura talked about the changes in Work Programs and how sub-minimum wages will not be funded in the future.
 - Next month's meeting will include training sessions and speakers.
- b. Service Provider Advisory Committee, Jennifer Bowman, Chairperson: The meeting was held May 18th at the Tehama Visitors Center in Red Bluff with 20 individuals present
- Laura Larson presented for Far Northern Regional Center with the following topics:
 - Laura reviewed the changes that came out of the May revise. Increased provider staffing and increased Service Coordinators are in the budget.
 - FNRC is planning a three-day training for providers in the fall regarding HCBS.
 - The Person Centered Planning and Thinking pilot project is going well. The plan is for all Medicaid waiver IPPs to be transitioned into the new format within the next year.
 - There is some money that will be available to redesign services. Details will come later.
 - The DOR is not longer accepting referrals for sub-minimum wage employment. This is affecting many of the work crews. FNRC and the Service Coordinators are working with the providers to move

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individuals out of sub-minimum wage employment by funding through contracts.

- Rate sheets are in and FNRC is beginning to process the new Minimum Wage rates. However it could be another month before providers see the authorizations.
 - Judy Kruse has been promoted to Director of Client Services and Melissa Gruhler and Larry Withers have been promoted to Associate Directors. FNRC will be adding a new supervisor to Community Services, along with several other positions.
 - On June 2nd a conference will be held to review alternatives to conservatorship.
 - Diana Anderson spoke about recent fines for providers due to HIPPA breaches of information. FNRC will be looking into doing training for providers to assist them in becoming more HIPPA compliant.
- The Health and Wellness Initiative committee is recruiting for new members. Letters will be sent to the community if you are interested in participating. New goals for the committee are (1) to create peer groups to speak with clients about medication errors and (2) to design supports around mental health services.
 - REI wanted to thank everyone for attending the recent trainings.
 - Jennifer will send applications to individuals who are interested in being on the SPAC Committee.
 - The next meeting is June 22nd at 1:30 at the Tehama Visitors Center.
- c. Membership Committee: Committee members present by conference call: Melanie Combes, Chrissie Clapp, and Roger Hatton. The following people were reappointed to the Board Service Provider Advisory Committee with a motion and second by Chrissie Clapp and Roger Hatton. No discussion, motion passed.
- i. Gayle Cronic/Puckett Residential

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- ii. Nancy Humiston/Bethesda
- iii. Nicholas Herndon/NCALC
- iv. Ann Silcher/Mains'l
- v. Jennifer Bowman/COMPASS, Inc.
- vi. Rodney Zikan/Bravo
- vii. Monica Thoma/Rowell Family Employment

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

William: The Region 2 People First have completed the plans for the conference being held at the Gaia.

Colleen: A mother of a consumer in Trinity County thanked her and FNRC for the dental services for her daughter.

Susan: Susan interviewed the LeeAnn Langston, Office Manager.

Adam: Adam enjoyed the People First conference at the Gaia. There are lots of changes happening in Siskiyou County, and he is beginning some college classes.

Ronda. Chico Challenger Baseball ends tonight. The Self-Determination Advisory Committee meets June 3rd in Chico.

Leslie. She and her daughter are attending and enjoying the new gym in Redding.

14. Adjournment: Motion to adjourn made and seconded by Colleen Ryberg and Leslie Corletto. No discussion, motion passed.

15. Next meeting: June 23 and 24, in Redding, California

Respectfully submitted

Cynthia R. Presidio
Executive Assistant