

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

Committee of the Whole  
Minutes of Regular Meeting  
Friday, November 20, 2020  
9:15 a.m.  
ZOOM meeting  
Due to COVID-19

1. Call to Order: 9:15 a.m. by Chairperson Deborah Anderson
2. Roll Call:
  - a. Present: Deborah Anderson, William Battles, Adam Beals, Daniel Strauss, Anne Silcher, Kim Leeseman, Cali McKinzie, Christina Johnson, Andreas Econompoulos, Leslie Corletto, Terry M., Lori Childres
  - b. Absent: Adrian Hugo, Selene Mercado, Araceli Garcia
3. Public Input/Open Forum: Introduction of guests: FNRC staff: Mike Mintline, Audra Feeback, Wayne Doerning and SCDD North State Office Regional Manager, Sarah May.
4. Approval of Agenda for November 20, 2020: Motion to approve agenda and second by Dan Strauss and William Battles. No discussion, motion passed.
5. Approval of Minutes from September 25, 2020: Motion to approve and second by William Battles and Deborah Anderson. Corrections to be made to page 40, #11. No further discussion, motion passed.
6. Report from the Chairperson, Deborah Anderson:
  - a. Introduction of new Board Members, Selene Mercado and Araceli Garcia.
  - b. Revision of 2021 Board of Directors Schedule

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- i. Conflict with ARCA calendar. Motion and second by Andreas Economopoulos and Adam Beals to move the January meeting to January 28 and 29, 2021. No discussion, motion passed.
7. Management Reports
- a. Financial Report: Mike Mintline, Chief Financial Officer
    - i. Purchase of Service Report FY 20-21: Expenses are projected to be \$179.3 million less reimbursements of \$1.9 million in day and transportation costs from Intermediate Care (ICF) facilities. Net Projected Annual Expenses, therefore are \$177.4 million compared to a contract allocation amount of \$191.0 million. Projecting Purchase of Service expenses is more difficult this fiscal year due to the COVID-19 pandemic. This projection included actual expenses for only three months and assumes that historical expense activity will resume in February 2021. The following expense categories are projected to change significantly from the prior year.
      - Out of Home expenses may increase by over \$6.9 million, or 14.0%: Increases in this category are due primarily to \$3.6 million in rate increase.
      - Work Programs expenses are expected to decrease by \$.2 million due to the redesign of Work Activity Programs into Community Integrated Training Programs with higher rates and an emphasis on work in the community.
      - Respite expenses may rise by as much as \$1.4 million due primarily to rate increases.
      - Supported Living expenses are expected to increase by almost \$4.3 million. This is due to frequent requests for twenty-four hour care, additional staffing and supplemental and minimum wage rate increases.
      - Other expense categories increasing are:
        - Community Integrated Training
        - Specialized Autism programs
        - Personal Assistance
        - Individual Family/Training

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- o Non-Medical Services, programs and other authorized services
  - ii. Operations Report, FY 20-21: Far Northern Regional Center is holding approximately \$136 thousand in grants and/or donated funds at this time. This is including the current and ongoing Holidays Are For Caring gift giving program's funds. More information will be presented in January.
  - iii. Other: None.
- b. Community Services Report: Todd Clarkson, Interim Associate Director
  - i. Community Services update: Far Northern Regional Center is one of the leaders in the state regarding Self-Determination with some consumers beginning their second year in the program. Another lottery to add more people may occur in the near future.

Personal Protection Equipment (PPE) deliveries are continuing, as are the daily COVID-19 calls with our Clinical Department and DDS.

- ii. Action Item #3: Performance Contract: Motion and second by Daniel Strauss and Cali McKinzie to approve the Performance Contract for calendar year 2021. No discussion, motion passed.
- c. Client Services Report: Wayne Doerning Associate Director, Client Services, North
  - i. Client Services update: Wayne conveyed to the board two uplifting stories involving Self-Determination. One family purchased a NINTENDO Switch Ring-Fit fitness game. Using this game the consumer has lost 15 pounds, which has improved his/her overall health. The second story is also about health. A child with autism was given a BMX tract. This addition to the family home enticed other neighborhood children to join in, thereby giving the consumer the inclusion needed and desired.

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

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- With Laura Larson retiring from her position as the Manager of the North Coast SCDD office, Sarah May will, again, be covering this area.
- Sarah recognized and commended Wayne Doering for the PPE distribution at the FNRC Redding office parking lot. Over 250 PPE kits were distributed, with another slated for December 12 at the FNRC Chico office.
- The State Council has begun Statewide County “Community Chats”. These chats are open to all self-advocates across the state, with a commitment to self-advocacy. These will take place every third Wednesday of the month. More information can be obtained at [riana.hardin@scdd.ca.gov](mailto:riana.hardin@scdd.ca.gov).
- We Care A Lot Foundation is starting new program: “Getting Connected”.
- SCDD and FNRC are collaborating on a recognition program “Celebration of Heroes”. This is region wide and anyone can submit names and it is beginning with an art contest. The committee consists of Corey Smith, Melissa Gruhler, Sarah May, Raul Reygosa, Mary Cardin, Daniel Strauss, Delia Rios, Jerome Woolridge, and Mary Agnes Nolan.
- SCDD and FNRC are coordinating with Level Up on December 10 for training and focusing on the Latinx and Laotian cultures.
- The State Council is partnering with the Red Cross for Emergency Preparedness training that will begin in December.
- More information regarding SCDD happenings can be found on the SCDD website.

### 9. FNRC Board Committee Reports and Action Items:

#### a. Bylaws Committee, Andreas Economopoulos, Committee Chair:

- i. Action Item #1: Board of Directors membership composition: Motion and second by Andreas Economopoulos and Leslie Corletto to amend the corporation’s bylaws which will change ARTICLE V, Section 1 (B) to read as follows:

*B. The Board of Directors of FNRC shall consist of up to twenty (20) members. However, the number of Directors may be increased or decreased as needed*

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*by amendment to the bylaws, but shall not be decreased at any time to less than three (3).*

No discussion, motion passed.

- ii. Action Item #2: Board of Directors location of meetings: Motion and second by Cali McKinzie and Leslie Corletto to amend the corporation's bylaws which will amend ARTICLE V, Section 9, to read as follows:

*Section 9 Location of Meetings*

*A. Meetings of the Board of Directors shall occur at various locations within the areas of service of the Corporation as designated by the Executive Director. However, no meeting or Board function shall be conducted in any facility that prohibits the admittance of any person or persons on the basis of race, religious creed, color, national origin, ancestry or disability. All Board meetings shall be held in facilities accessible to person with physical disabilities.*

*B. Members of the Board of Directors can meet electronically. Telephone conference calls and/or video computer meetings are both acceptable means of communication for Board and Board Committee meetings during time of inclement weather and/or declared local, county, or state emergencies.*

No discussion, motion passed.

- b. Consumer Committee, Andreas Economopoulos, Committee Chair: As Committee Chair, Andreas could not attend, William Battles led this meeting. Attending was William Battles and Terry M, along with Melissa Gruhler and Cynthia Presidio. The Action Items and Board Packet were discussed as well as the upcoming and continuing ARCA online board trainings.
- c. Service Provider Advisory Committee: Anne Silcher, Committee Chair: Melissa Gruhler spoke to the committee regarding COVID-19 and Self Determination. Diana Anderson and Todd Clarkson spoke regarding Day programs and HCBS, respectfully. Other topics on the agenda were State Council on Developmental Disabilities activities, The Office of Clients

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Rights Advocacy and Provider Updates and Announcements.  
The next meeting will be January 27, 2021.

10. Report from Executive Director, Melissa Gruhler: COVID-19 cases are increasing in the FNRC catchment area. Service providers have been supportive and continue to provide the needed support. Some contact tracing is being utilized to protect other consumers and staff. COVID-19. FNRC is experiencing a drop in the number of referrals, probably due to COVID-19. Staff is continuing to work remotely and more IT equipment has been ordered, but is delayed due to the extensive need. Melissa will be monitoring the upcoming vaccine distribution, along with the ongoing conversation of testing for staff. We have learned from COVID-19 that Self Determination is a viable option; that remote connection is not ideal, but is a possible choice, and that due to technology, consumers and staff have more options for work and how that may look in the future post COVID-19.

FNRC and San Diego Regional Center have been chosen to participate in the HCBS pilot. The pilot will have auditors monitoring the programs and assessing if they are HCBS compliant. They will also be soliciting for family input.

The FNRC Self Determination team is relishing the good things happening with the program. In July, this program will be open to all as a service option. Marlene McCollum presented to ARCA and beginning in January everyone can participate in the orientations. Other regional centers have reached out to FNRC regarding our successful implementation of the program. Melissa acknowledged that this success is not only due to Far Northern's Case Management team, but also to our Fiscal Department who have worked tirelessly executing the individual budgets.

11. Announcements, Reports, Questions and Answers, Summary  
Comments: All Board members

Deborah Anderson is very happy to see the board gaining more members.

Cali McKinzie would like to become involved in the Captain program.

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Adam Beals would be happy to reach out to other board members that may be feeling the stress of isolation due to COVID-19.

12. Transition to Executive (Closed) Session, W & I 4663, (a): None needed.
13. Next meeting: January 28 and 29, 2021, Gaia Hotel, Anderson, CA. Motion to adjourn and second by Cali McKinzie and Adam Beals. No discussion, motion passed.

Respectfully submitted



Cynthia R. Presidio  
Executive Assistant/Board Secretary