

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

Minutes of Regular Meeting  
Friday, May 21, 2021  
9:15 a.m.  
ZOOM and Gaia Hotel  
4125 Riverside Place, Anderson, CA 96007

1. Call to Order: 9:15 a.m. by Chairperson Deborah Anderson
2. Roll Call:
  - a. Present: Deborah Anderson, William Battles, Adam Beals, Leslie Corletto, Daniel Strauss, Lori Childres, Andreas Economopoulos, Anne Silcher, Cali McKinzie, Adrian Hugo, Selene Mercado, Araceli Garcia
  - b. Absent: Terry M., Kim Leeseman, Christina Johnson, Lisa Lauderdale, Timothy Howard
3. Public Input/Open Forum: Introduction of guests: FNRC staff: Mike Mintline, and Larry Withers, Kristel Maikranz, (AGT), Mary Agnes Nolan (SCDD), Cindy Freshour ( WCALF), Julia Blair, (Interpreter), and Phil Perez, (DDS).
4. Approval of Agenda for May 21, 2021: Motion to approve agenda and second by Adrian Hugo and Daniel Strauss. No discussion, motion passed.
5. Approval of Minutes from March 26, 2021: Motion to approve and second by Andreas Economopoulos and Araceli Garcia. Corrections to made are as follows:

Page 15: Delete reference to Gaia Hotel

Page 16: Correct CCP > CPP and remove 10.5%.

Page 19: Correct "if the chose" to "if they chose"

Page 20: Correct wellbeing to well being

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Motion to approve corrected minutes by Daniel Strauss and Adrian Hugo. No further discussion, motion passed.

6. Report from the Chairperson, Deborah Anderson:
  - a. Conflicts of Interest forms are to be mailed to all board members. Please sign and return.
  - b. Leslie Corletto will be terming off the board in August. However, this is her last meeting. The board wishes to thank Leslie for all her work this past seven years.
  - c. If you are speaking at the meeting, please be aware of the time limits.
  - d. The complete version of this morning's training videos are being sent to all board members.
  - e. Prior to the June meeting, please review the bylaws and in particular, the committee portions. New committees will be chosen during the summer, and the chair would like your input regarding on which committees you would like to serve.
  
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 reimbursement of \$2.1 million in day and transportation costs from Intermediate Care (ICF) facilities. Net Projected Annual Expenses, therefore are almost \$177.2 million compared to a contract allocation amount of \$191 million. Expenses are increasing primarily because of state mandated rate increases relating to the increase in the State's minimum wage and increases granted to Early Start Therapeutic, Independent Living, and Infant Development program services effective January 1, 2021. The total number of clients served has remained almost constant from July 2020 – March 2021. The Department of Developmental Services has allocated \$100 thousand to cover client placement costs and \$1.1 million for start up costs. Two clients have been placed from the Porterville and Canyon Springs Developmental Centers.

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- ii. Operations Report, FY 20-21:
- Salaries and benefits from prior year: Increases will result from the full year cost of negotiated \$100 per month salary increase effective April 1, 2020, additional \$100 per month increase in the current fiscal year effective November 1, 2020. Additional expense due to new Service Coordinator positions hired to cover caseload growth, hiring current open positions that have been vacant due to COVID-19 and negotiated remote work pay of \$25.00 per month, retroactive to April 2020. Savings in medical insurance costs offset increases.
  - Facilities Rent: Reflects increase of \$28k due on Red Bluff lease, COLA on leased facilities as required and full year of increase on Chico and Redding leases.
  - Facilities Maintenance/Improvement: Includes one-time expenses for Redding reception area remodel. Prior year included Chico security system and Red Bluff office improvements
  - Communications: Expense for increased bandwidth to accommodate continued remote work and increased remote meetings. Overage fees for data usage. IT has updated plans to reduce overage going forward.
  - Insurance: Increase in next policy year beginning February 2021.
  - Consulting: Current year includes Person Centered Training contract.
  - Travel: Travel decreased due to COVID-19 restrictions. Training and daily travel not back to levels pre-COVID.
  - General Expense: Decrease in COVID related supplies expense. Purchases made in last quarter of prior year.
  - Interest revenue: Due to decreased interest rates, earnings on excess cash will decrease in current year
  - Miscellaneous Revenue: CARES Act revenue – restricted use – COVID expense.

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- iii. Review of FY 2019-20 Audited Financial Statements and presentation by AGT, CPAs and Advisors, Kristel Maikranz presenting: During this audit, the firm of AGT encountered no significant difficulties in dealing with management relating to the performance of the audit. This has been deemed a clean, unmodified audit with no identifiable significant deficiencies.
- iv. Other: None.
- b. Client Services Report: Larry Withers Associate Director, Client Services, South
  - i. Larry reported to the board regarding the Consumer Interns that will be working in the Redding and Chico offices of FNRC.
  - ii. Client Services update: Christine Austin, MD, Medical Director reported to the board regarding the most recent COVID updates. These updates include:
    - 1. The COVID-19 vaccine rollout began in December. As of May 13, everyone over the age of 12 is eligible to receive the vaccine, with Pfizer pharmaceuticals being the only vaccine approved for those under 18 years of age.
    - 2. The Federal Pharmacy Programs has developed mass clinics and hospital based clinics. Vaccine teams have also been developed for those who cannot leave their homes. FNRC also held several clinics this spring.
    - 3. The State of California has a new program entitled "My Turn". This internet-based program enables you to locate a vaccine clinic.
    - 4. Approximately 40% of Californians have been vaccinated. However, the percentage in our area is significantly lower. With the launch of the Federal Pharmacy, FNRC's positive cases began to decline.
    - 5. As we move forward, FNRC is helping client's parents, 12 years and older, make appointments for vaccinations. COVID-19 education is continuing through the United Way and FNRC and the FNRC nurse administrators have developed vaccine education for providers and their employees.

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8. State Council on Developmental Disabilities, North State Office Report, Mary Agnes Nolan:
  - SCDD is working with health educators from Anthem and self-advocates to present on various topics through October 2021.
  - The Disability Thrive Initiative was developed in response to the COVID-19 pandemic to provide statewide training, support and resources on how to deliver and access alternative services for Californians with developmental disabilities.
  - SCDD, DAC, PASSAGES, and the SCAN Foundation are hosting a Community Webinar Event to address the California Master Plan Aging Principles.
  - The California Telephone Access Program (CTAP) has information regarding telephones for aging and disabled persons.
  - SCDD holds “Statewide Self-advocacy Chats” every 3<sup>rd</sup> Wednesday of the month.
  - SCDD received Go Bags from the American Red Cross in anticipation of the upcoming fire season.
  - The next State Council meeting will be held May 25, 2021.
  - More information regarding the above topics can be found by contacting the State Council on Developmental Disabilities, North State Office at <https://scdd.ca.gov/northstate/>
9. FNRC Board Committee Reports and Action Items:
  - a. Membership Committee, Deborah Anderson, Chair: The committee reviewed the application of Andrea Moriarty for the Service provider Advisory Committee. A Motion and second by Daniel Strauss and Lori Childres was made to approve this application. No discussion, motion passed. This motion was brought to the full board by the committee with a second by Cali McKinzie, no discussion, motion passed.
  - b. Finance Committee, Daniel Strauss, Chair: Audra Feeback Controller and Mike Mintline, Chief Financial Officer gave a brief overview of the Operations and Purchase of Services. Todd Clarkson reviewed each Action Item with each item passed and is being brought to the full board for approval:

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- i. Action Item #1: It is requested the Board approve contract PS-2480 with Mains'l California LLC (PF3638) FOR HCBS Compliance Funding effective June 1, 2021 through February 28, 2023 for a total maximum contract amount up to \$343,142.00. Motion and second by Finance Committee and Daniel Strauss. No discussion, motion passed. Anne Silcher abstained.
- ii. Action Item #2: It is requested the Board approve contract PS-2478 with Brilliant Corners (PF4968) for CRDP Start-up funding to develop a community housing project effective June 1, 2021 through February 28, 2023 for a total maximum contract amount of \$750,000.00. Motion and second by Finance Committee and Leslie Corletto. No discussion, motion passed.
- iii. It is requested the board approve contract PST-1095 ADD #7 with First Transit, Inc. (HF0366) for Transportation Services effective July 1, 2021 through June 30, 2024 for a total maximum contract amount of \$7,039,466.64. Motion and second by Finance Committee and Lori Childres. No discussion, motion passed.
- iv. Action Item #4: It is request the Board approve contract PST-2466 with First Transit, Inc. (HF0577) for Transportation Services for on-demand "Redi-ride" transportation services to FNRC clients effective July 1, 2021 through June 30, 2023 for a total maximum contract amount of \$600,871.20. Motion and second by Finance Committee and Cali McKinzie. No discussion, motion passed.
- v. It is requested the Board approve contract PS-2479 with Merakey Allos (PF5302) for CPP/CRDP Start-up funding for a Community Crisis Home effective June 1, 2021 through February 28, 2023 for a total maximum contract amount up to \$271,000.00. Motion and second by Finance Committee and William Battles. No discussion, motion passed.
- vi. It is requested the Board approve Contract PS-2467 with Shasta Community Health Center (PO1221) for dental coordination services effective July 1, 2021 through June 30, 2023 for a total maximum contract amount of

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\$280,058.00. Motion and second by Finance Committee and Andreas Economopoulos. No discussion, motion passed.

- c. Consumer Committee, Andreas Economopoulos, Committee Chair: This meeting was held in conjunction with the Finance Committee and during that time, the financial documents and Action Items were reviewed. After the Finance Committee adjourned, Melissa Gruhler continued reviewing the Board Packet. A short discussion was held regarding the need to begin the annual renewal of the Conflicts of Interest.
- d. Service Provider Advisory Committee: Anne Silcher, Committee Chair: This meeting was held May 19, 2021 with 15 people attending and the following topics discussed:
  - i. COVID-19 updates – Melissa Gruhler: COVID cases are decreasing and vaccination numbers are increasing. The DDS website has updated data.
  - ii. Budget Highlights, Governor’s May Revision, Melissa Gruhler:
    - 1. Proposition to eliminate suspension of the Provider Supplemental Rate Increase and lift the implementation of the Uniform Holiday Schedule.
    - 2. Includes \$4 million General Fund in 2021-22 for one-time planning resources to create an outcome-focused regional center operations funding program.
    - 3. Includes \$2.9 million General Fund in 2021-22 to establish a training and certification program for direct service professionals tied to wage differentials.
    - 4. Includes \$2.2 million General Fund in 2021-22 to create a differential for bilingual service provider staff. Beginning in 2023-24, ongoing costs increase to \$6.5 million General Fund.
    - 5. Includes \$6.8 million General Fund to improve consumer onboarding into the Self-Determination Program, to include participant choice specialists, intensive transition support services, and regional center training.

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- iii. Self-Determination, Melissa Gruhler: Far Northern is still leading the way with June 7, 2021 ending the pilot program. Orientations are continuing to be held by ZOOM.
  - iv. Face to face meetings, Melissa Gruhler: Face to face meetings will begin as early as May 24. They are to be less than 15 minutes with paperwork being completed apart from the meeting. Far Northern Regional Center is creating specific spaces for future meetings.
  - v. Success stories:
    1. Mask Fit Test are beginning
    2. The Celebration of Heroes has completed its first round with over 30 nominations.
  - vi. The State Council on Developmental Disabilities is continuing many trainings and having regular chats with providers
  - vii. The next meeting will be held June 23, 2021
10. Association of Regional Center Agencies (ARCA): Adam Beals, Representative: The ARCA meeting was held March 19. This meeting consisted of COVID-19 updates, vaccine distribution, and the continuing budget hearings.
11. Report from Executive Director, Melissa Gruhler: Melissa spoke to the board regarding the following topics:
- a. COVID-19 Update
    - Face to face visits are beginning with monitoring and quarterly visits. Along with these, the safety of the SCs is recognized and prioritized, especially in the counties with higher COVID numbers. The Case Management and Clinical teams are addressing how these visits will be handled. If the family wants to continue with phone and/or zoom visits, that is OK, also.
    - The vaccine rollout is continuing and going well. The SCs have been given the opportunity to utilize N95 masks along with fit testing for these masks.
    - As many as 37% of our clients have been vaccinated, with 2000+ clients having received at least one dose. This information is also available on the DDS website.

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- Programs are slowly beginning to open. The slowness is due to the lack of staff and the need for opening plans.
- b. Budget highlights:
  - With the May revise, additional resources will be available. The Uniform Holiday Schedule will be eliminated and additional funding for Emergency Preparedness for training and life sustaining equipment is being proposed.
    - Additional staff for Regional Centers include:
    - An additional staff for Emergency Preparedness
    - Paid internships
    - One additional staff per regional center for the deaf/hard of hearing.
    - Enhanced Service Coordination
- c. Far Northern Regional Center has shown to be exceptional at the roll-out of Self-Determination, and other regional centers have reached out for guidance and information.
- d. The Early Intervention Audit went well. Also causing other regional centers to reach out for advice.
- e. The Celebration of Heroes have completed its first quarter, with 10 individuals being acknowledged. Second quarter nominations are now being accepted.

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

William: People First has new officers in Chico. Redding is continuing meetings via zoom with no in-person meetings at this time. All chapters seem to be doing well

Adam: Siskiyou Opportunity Center has moved to a new permanent site.

Andreas: Transportation is improving in Yreka.

Debbie: Wanted to thank all those who came to the first in-person meeting since January 2020.

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Terry: People First of Red Bluff had a police officer speak at their meeting regarding safety, and William spoke to the group regarding abuse.

13. Transition to Executive (Closed) Session, W & I 4663, (a):
  - a. Pending litigation was discussed during Closed Session and with a performance evaluation  
Motion to return to Open Session and second by William Battles and Lori Childres. No discussion, motion passed.
  
14. Next meeting: June 24 and 25. Motion to adjourn and second by Adrian Hugo and Leslie Corletto. No discussion, motion passed.

Respectfully submitted



Cynthia R. Presidio  
Executive Assistant/Board Secretary