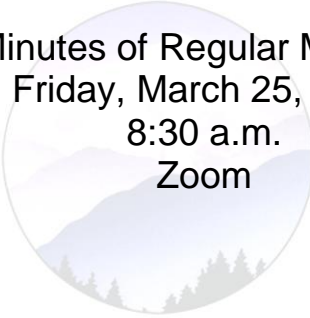


**Far Northern Coordinating Council on Developmental
Disabilities dba Far Northern Regional Center
Minutes**



Minutes of Regular Meeting
Friday, March 25, 2022
8:30 a.m.
Zoom

1. Call to Order: 9:17 a.m. by Chair Deborah Anderson
2. Roll Call:
 - a. Present: Deborah Anderson, William Battles, Daniel Strauss, Terry M., Lori Childres, Josh Flom, Cali McKinzie, Timothy Howard, Adrian Hugo, Araceli Garcia
 - b. Absent: Kim Leeseman, Andreas Economopoulos, Christina Johnson, Selene Mercado
3. Public Input/Open Forum: Introduction of guests: FNRC Staff Mike Mintline, Todd Clarkson, Larry Withers, Mary Agnes Nolan (SCDD), Sarah May (SCDD) Cindi Freshour (WCAL), James Ford(DDS), Keith French, Audra Feedback, Breann Buris, Cynthia Presidio, Peter Tiedeman, Kelly Jensen, Cristal Diaz, Jackie Johnson
4. Approval of Agenda for March 25, 2022: Motion and second Adrian Hugo and Terry M. discussion under 7C will be Larry Withers, 7E Melissa will report for Christine Austin. No Discussion motion passed.
5. Approval of Minutes from January 28, 2022: Motion to approve and second by Cali McKinzie and Lori Childres discussion page 32 change assess to access. No discussion motion passed.
6. Report from Chairperson, Deborah Anderson
 - a: Executive Director Evaluation Committee, Deborah Anderson, Chair; Kim Leeseman, Consumer Chair, and Daniel Strauss, Treasurer/ARCA Representative. Zoom meeting will be held April 20th @ 9:00 AM.

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- b: Possibility of a Social Hour at either the May or June Board Meeting.

7. Management Reports

a) **Financial Report:** Mike Mintline, Chief Financial Officer

i) **Purchase of Service Report** Fiscal Year 2021-2022
Presented by: Mike Mintline

***Salaries and Benefits** show an increase primarily due to the projected addition of 15 new, designated positions funded by the current year revenue allocation. Positions include an Emergency Coordinator, Rate Reform Implementation Staff, a Deaf Service Community Specialist, Service Coordinators for Clients with no or low services, staff to implement Early Start Provisional eligibility for 3-4 year old clients, Self-Determination Program Specialists, and staff that will Provide Health and Safety Waiver Assistance for non-english speaking clients. Increases given during Union Negotiations.

***Facility maintenance/Improvements**-Increase includes Projected leasehold improvements to office space at 1377 E. Lassen Avenue, Chico, as they have no more available offices in the main building at 1377 E. Lassen Avenue. The new space expected to have some unassigned offices for persons who may spend some of their time working remotely.

***Postage**-Decrease is due to stocking postage meters in the prior year.

***Non-IT Equipment**-Increase to equip new offices in Chico and Redding.

***IT Equipment**-Decrease is due to fewer purchases of iPads and Chromebooks for remote work than in the prior year

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***Travel-** Increase assumes that travel will resume at pre-pandemic levels on January 1, 2021.

ii) **Operations Report, Fiscal Year 2021-2022**
Presenter: Audra Feeback, Manager of Fiscal Services/Controller

***Total Operations** on track with an excess of \$76,313
Current projects are possible due the fact that we have not been using funds for traveling as a result of COVID.

***Cyber Insurance** has moved forward for this next year.

***Health Insurance** is still an open item that is actively being worked on.

***Bi-weekly Payroll** will begin in April. Checks will be issued every other Friday.

***Time-Study/Title 19 Survey**-Currently being conducted which takes place every three years.
Tracking allowable and unallowable hours for a full month.
This directly effects revenues as allowable billable hours can be billed to the Federal Government for reimbursement.

***Action Item #1-** Presented by Mike Mintline
Mike gave a brief explanation of this action item. Requesting the Board of Directors to authorize the Chief Financial Officer and Executive Director to sign the required documents, which will enable the Regional Center to borrow up to \$18.0 million using three-month committed and nine-month uncommitted loans. Interest will be charged on any amounts loaned. This will insure that we are able to pay our bills and vendors. Motion by committee, second by William Battles. No discussion, Motion passed

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iii) **Other-**Presented by Mike Mintline

*Union Bank is being taken over by US Bank. In the fall Audra-controller will be overseeing the conversation with the bank.

Provided US Bank accepts Far Northern Regional Center as a client. This conversation will enable our clients more access to check cashing, ATM's etc.

*Auditors are scheduled to come in May and June.

b) **Community Services Report-** Todd Clarkson Associate Director Todd reviewed the Community Services Division Board Newsletter

*Far Northern Regional Center paid a total of \$2,364,666.61 in January 2022, and \$2,724,342.78 in February 2022.

*No new Whistleblower complaints were received.

*January 2022 (18) packets were sent out to prospective vendors; vendorization was completed for (3) new service providers; and (0) vendor files were closed.

February 2022 (8) packets were sent out to prospective vendors; vendorization was completed for (5) new service providers; and (4) vendor files were closed.

*Working on the Rate Study. The first stage implementation will be happening soon. Existing services may look different in the future.

*Opportunity to hire new staff- A Deaf and Hard of Hearing Specialist and Non-English speaking service coordinators. Continuing to improve equity to our clients who are not accessing Services thru our POS system. Looking at what is the barrier and how can we improve?

*The use of Health and Safety Waivers is becoming process in the state regarding the critical needs to possibly circumvent the state

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limits to improve clients lives.

*HCBS waiver is approaching the deadline set by the state to ensure no one is restricted in their home and/or community settings. Making sure all the needs are addressed and accommodated.

*Request for proposals are being sent out to establish a FHA home model to serve individuals in our area.

c) **Client Services Report:** Larry Withers Associate Director, Client Services, South

* Great Resignation-Several resignations have occurred recently along with the special positions the state has established, creating many open positions. Positions are being filled with fewer uncovered caseloads. Four enhanced caseload service coordinator positions were given to Far Northern Regional Center three in Chico and 1 in Redding. These are smaller caseloads serving individuals that are not utilizing services. Far Northern Regional Center is one of the first regional centers to begin this service.

*COVID has changed Regional Centers, however, now both lobbies are open to the public. Remote work has become part of the Regional Center and Far Northern Regional Center has now established a post-COVID remote work agreement. Face-to-face visits are being reestablished.

*Success story- A young lady wanted to work. This young lady after several other employment attempts studied on her own and was able to pass the exam for a Class B drivers license and is now working for B-line as a bus driver.

d) **IT Report-** Keith French, Manager of Information Systems

*OnBoarding platform for electronic board materials.

a) Several different platforms were considered

b) This will make documents easier for the board to access

c) This platform meets our security requirements

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- d) Runs on all platforms-Chromebooks, Ipads etc
- e) Secure chat built in
- f) Committee Meetings can also be setup on this platform
- g) We will be piloting this program-All Board Members interested in participating in the pilot email Shelly.

e) **Clinical Services Report-** Melissa Gruhler reporting for Dr. Christine Austin

*COVID cases peaked in February and this month has been very minimal. Clinical team is continuing with the monthly meetings for providers which provides continuing education and information.

*Face-to-face evaluations are taking place with precautions

*The MediCaid Waiver team is preparing for the audit taking place in June.

*Clinical Staff will be joining the Family Wellness Project.

8. **State Council on Developmental Disabilities-**Sara May, Regional Manager; Mary Agnes Nolan:

a) **NCI-Family Mail-In Survey:**

National Core Indicators (NCI) Mail-In Family survey cycle has started and Mary Agnes would like assistance encouraging families who receive the survey to take the time to fill them out. This information helps provide the state with valid and reliable tools to help improve system performance. Individuals receiving the English surveys have the option to fill the survey out online. Any questions can be directed to Mary Agnes Nolan, NCI Quality Assessment Coordinator for Far Northern Regional Center.

b) **SB 639 update**

SCDD is busy around our work with SB 639-signed by the governor on September 1, 2021, will phase out subminimum wages in California effective January 1, 2025. This bill will not issue any more

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14c certificates to employers as of January 1, 2022-only employers with existing 14c certificates can continue this practice until December 31, 2024. Effective January 1, 2025, it will be illegal to pay people with disabilities subminimum wages. SCDD has formed a stakeholder workgroup to address the phase out plan that is due to the legislature on January 1, 2023. The first meeting was March 16, 2022, and there will be three additional meetings to accomplish the phase out plan.

c) SB 639 Community Conversations

SCDD Regional Offices are conducting community conversations to gather input on the phase out plan and ideas to advance competitive integrated employment in California. The information gathered will be provided to SB 639 Stakeholder Workgroup to support phase out plan.

d) “Let’s Work” Employment Workshop Series

SCDD North State and Sacramento office are working with the Department of Rehabilitation, Far Northern Regional Center and Alta, California regional center on a “Let’s Work Employment workshop series. The next workshop is scheduled for April 12, 2022 Focusing on CIE roadmap. Registration flyers will be distributed soon.

e) Project SAFEE

The North State and San Diego Imperial office support a new statewide project called Self-Advocates for Emergency Education-Project SAFEE. They will be collaborating with American Red Cross and will be launching a 12-month training program on “hands only” CPR (non-certified class) and emergency preparedness series starting June 10th, 2022 from 9-10:30 AM and will run the 2nd Friday of every month.

9. Far Northern Regional Center Board Committee Reports and Action Items

a) Bylaws Committee, Kim Leeseman, Chair

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Presented by Deborah Anderson

i) **Action Item #2- Addition to Bylaws**

Adding to our current bylaws how the facilitator will be chosen.

It was decided that the wording will be “Facilitators and trainers must be ethical, trustworthy and will support the Board Members with respect and discretion. Facilitators should have an understanding of Person Centered Language and active listening. Facilitators are required to uphold their duty confidentiality and shall not disclose the content of any discussion had, or information acquired, in a closed session of the Board.”

b) **Finance Committee**, Daniel Strauss, Chair

i) **Action Item #3** – It is requested the Board approve Contract PST-2538 with Arc of Butte County, Inc HF-0417) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$396,736.20. Motion and second Committee and Cali McKinzie no discussion, Motion passed.

ii) **Action Item #4** – It is requested the Board approve contract PST- 2545 with IPS Services, Inc (HF-0303) for Transportation Services effective 1, 2022 through March 31, 2025 for a total maximum contract amount of \$469,196.20. Motion and second Committee and William Battles no discussion, Motion passed.

iii) **Action Item #5**-It is requested the Board approve contract PST- 2549 with North Valley Developmental Services, Inc (HF-0547) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum

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contract amount of \$770,801.76. Motion and second Committee and Josh Flom no discussion, Motion passed.

iv) **Action Item #6**-It is requested the Board approve contract PST-2551 with Out and About, Shasta County (HF-0375) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$510,089.40. Motion and second Committee and William Battles no discussion, Motion passed.

v) **Action Item #7**-It is request the Board approve contract PST- 2553 with Shasta County Opportunity Center (H-82705) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$1,047,600.00. Motion and second Committee and Daniel Strauss no discussion, Motion passed.

vi) **Action Item #8**-It is request the Board approve contract PST- 2554 with Shascade Community Services, Inc. (Burney) (HF-0266) for Transportation Services effective April 1 2022 through March 31, 2025 or a total maximum contract amount of \$414,000.00. Motion and second Committee and Araceli Garcia no discussion, Motion passed.

vii) **Action Item #9**-It is requested the Board approve contract PST- 2300 with Shascade Community Services, Inc. (Shasta) (HF-0215) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$993,600.00. Motion and second Committee and Daniel Strauss no discussion, Motion passed.

viii) **Action Item #10**-It is requested the Board approve contract PST-2556 with Shascade Community Services, Inc. (Trinity) (H30959) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract

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amount of \$289,800.00. Motion and second Committee and Daniel Strauss no discussion, Motion passed.

ix) **Action Item #11**-It is requested the Board approve contract PST- 2558 with Work Training Center (H-014030) For Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$6,011,900.64. Motion and second Committee and Cali McKinzie no discussion, Motion passed.

x) **Action Item #12**-It is requested the Board approve contract PST-2541 with California Vocations, Inc. (H-30645) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$913,680.00. Motion and second Committee and Timothy Howard no discussion, Motion passed.

xi) **Action Item #13**-It is requested the Board approve contract PST-2550 with Tehama County Opportunity Center dba North Valley Services (H-10025) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$3,182,400.00. Motion and second Committee and William Battles no discussion, Motion passed.

xii) **Action Item #14**-It is requested the Board approve contract PST-2557 with Siskiyou County Opportunity Center (H-11598) for Transportation Services effective April 1, 2022 through March 31, 2025 for a total maximum contract amount of \$633,420.00. Motion and second Committee and Araceli Garcia no discussion, Motion passed.

c) **Membership Committee**-Deborah Anderson, Chair; Terry Morton

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i) Reappointment of Andreas Economopoulos, Member at large

Motion and second Committee and Daniel Strauss no discussion, Motion passed.

ii) Discussion regarding the Board Member Vacancies and outreach

d) Nominating Committee-Deborah Anderson, Chair, Cali McKinzie, Daniel Strauss; Kimberly Leeseman

i. Presentation of 2022-23 Slate of Officers: Deborah Anderson called the meeting of the Nominating Committee to order on March 3, 2022. After a brief discussion, the following board members were chosen for 2022-23 Board of Directors Slate of Officers:

Cali McKinzie	Chair
Timothy Howard	Vice-Chair
Deborah Anderson	Secretary
Lori Childres	Treasurer
Kimberly Leeseman	Parliamentarian

Motion and second by Deborah Anderson and Daniel Strauss, no discussion, Motion passed.

e) Consumer Committee- Adrian Hugo, Chair, Terry M.

Melissa reviewed the Board packet with the group. Reviewed the director's Packet including all Action Items.

f) Service Provider Advisory Committee. Josh Flom. Chair

i)Far Northern Regional Center office status-presented by Melissa Gruhler, Director

*FNRC creating a plan over the next two weeks to do in person home visits to client homes.

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*Following COVID guidelines, ie N95 masks, social distancing, partnering with each agencies polices for safety.

*Regional Center Lobby is open but currently still monitoring the number of actual people present at any one time. In some cases they may need to wait outside.

ii) Rate Implementation- presented by Diana Anderson

*Rate study information has been sent out on 52 of the 160 codes being affected.

*Current focus on SLS, residential, day programs, and transportation services.

*Needing to still work out the 055 service codes

*Mike Mintline-CFO reported several batches of rate letters are going out and to respond quickly when received. The goal would be to have all letters sent out by April 25, 2022.

*Residential providers –Zoom meeting will take place March 28th regarding changes and structures.

iii) Guidelines/Public Health Orders-Presented by Diana Anderson

*Providers are still under the mandate for high risk category and should follow CDC guidelines including wearing masks.

*Day programs need consumers to be sent to program with masks

iv) Updates-Presented by Melissa Gruhler, Director

*Quality Incentive Payments: Quality Incentive payment will be established for providers meeting quality measures outcomes, service provider performance, and the quality of services.

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*Workshops hosted by the Department have been occurring since November. Workshops consist of stakeholders, vendors and family members providing input.

*Methodology for Quality Incentive Payments have not been determined. The following areas were being considered for discussion:

- *Choice & Satisfaction

- *Service, Access, Equity

- *Employment

- *HCBS

- *Person Centered Planning

- *Workforce Capacity

How this will be fully implemented has not been finalized. Still a work in progress.

- *Next Stakeholder meeting April 5th

- *Previous session recorded and link will be available

- *Many of the open positions at the Regional Center have been filled including: Emergency preparedness, Enhanced Service Coordination, Deaf and Hard of Hearing Specialist, Self Determination Participant Specialist and Provisional Eligibility.

v) Success Stories

- *North Valley Services-annual fishing trip-open to 80 people.

- *Arc of Butte County "Special Needs" carnival will take place in May.

vi) State Council on Developmental Disabilities

- *NCI project will be sending surveys out for Child Family, Adult Family, and Guardian Family with hopes of 400 being completed in each category.

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*SB639-Governor signed, phased out sub-minimum wages

*Existing must be adjusted by December 31, 2024.

*Project Safe Northstate project, self advocate, American Red Cross, offering CPR-non-certified.

vii) Office Clients' Rights Advocacy

*Kayla in San Diego is helping, also Spanish interpreter

*Two Trainings coming up:

*April 12-Alternative to conservatorship

*April 15-Client rights training OCRA with FNRC

*Offering CEU's

viii) SPAC Meeting Schedules

*May 18-SPAC inquiring regarding in person meeting see survey monkey

*June 22

*November 16

10. **Association of Regional Center Agencies (ARCA):** Daniel Strauss, Representative

i) Dan gave an overview of what ARCA is and what it does-

*ARCA represents California's network of 21 regional centers- approximately 400,000 people with developmental disabilities.

*Achieve "the intent and mandate of the Lanterman Developmental disabilities Services Act in providing community-based services that enable individuals with developmental disabilities to achieve their full potential and highest level of self-sufficiency."

*Current priorities- based on Executive Director's Report:

1. Rate reform for developmental services-enhance the direct services workforce.

2. Regional center operations funding-funds for staffing to address caseload ratio.

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3. Participate in the legislative process-advocacy for housing
4. Integrated employment opportunities
5. Affordable integrated housing
6. Culturally and ethnically diverse communities-respond to needs
7. Collaborate in supporting families caring for multi-agency youth, i.e. Family Resource Center
8. Person-centered thinking and planning
9. Self Determination Program

*Draft Performance Measures

California Department of Developmental Services DDS
workgroup

“Incentivize high-quality regional center operations”

*Equity in Service Access

*Person-Centered Planning

*Individual and Family Experience and Satisfaction

*Innovation in Service Delivery

11. Report from Executive Director, Melissa Gruhler

i) Establish Regional Center Measurements

*Stakeholder meetings regarding the measurements have been occurring at the Department

*Regional Center currently working on recruiting, hiring and promotional growth. There were several new positions compelled by the state to be established.

*In addition to rate reform, incentives are being discussed.

*Stakeholder meetings are taking place discussing:

a) Choice and Satisfaction

b) Service and Equity

c) HCBS

d) Early Intervention Services

*Far Northern Regional Center is taking part in the Tribal Engagement Project:

*Contracts have been established with the California Tribal Families Coalition (CIFC) to increase outreach with the Tribal Community. DDS Director and Regional Center Executive

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Director will be meeting with California Tribal Families next week. Emphasis on outreach in the communities with focus of increase services to children those communities.

***Family Wellness Pilot Project:**

*Although this next year's proposed budget is not finalized there is an emphasis on increasing services to children. Family Wellness is part of the success. Far Northern Regional Center will be working with the Department in creating a model of services to support Families with Children 0-5.

a) Far Northern Regional Center hosting a meeting March 29, 2022 Parent Meeting from 10:00-12:30 and Community Members-physicians, service providers, community agencies and parents from 1:00 2:30 PM

***Best Practices: Long Term Support Services**

*A group has been established within the Regional Center for IPP's regarding Family Succession Planning.

*Looking forward to being able to move forward in creative ways

*Self-Determination – Far Northern Regional Center has two SDP Specialists. Their primary focus is to support his program.

12. Announcements, Reports, Questions and Answers, Summary

Comments: All Board Members

*Adrian Hugo: Every third Saturday meetings are being held at the high school for "Rebuild Greenville" 11:00-2:00.

*William Battles: People First - Corning, Redding and Red Bluff are looking for new members. Shasta is looking for speakers and recruiting old members.

13. Transition to Executive (Closed) Session 2 & I 4663 9a. Motion and

second Deborah Anderson and William Battles, No discussion Motion passed.

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14. **Next Meeting:** May 19 and 20, 2022, Gaia Hotel, Anderson, CA
15. **Adjournment:** Motion to adjourn and second by William Battles and Adrian Hugo, No discussion, Motion passed

Adjourned at 12: 22 PM

Respectfully submitted,

Shelly Nickle
Executive Assistant/Board Secretary

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