



*Sponsors of
North Bay Regional Center
and other programs
for persons with developmental disabilities
10 Executive Court
Napa, CA 94558
707-256-1224
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*Promoting Opportunities
Supporting Choices*

MEETING NOTICE

The next meeting of the Board of Directors is a regular business meeting scheduled as follows:

DATE: February 3, 2016
TIME: 5:00 – 7:00 p.m.
PLACE: North Bay Regional Center
10 Executive Court
Napa, CA 94558

Map & Agenda Enclosed

Board Related Meetings: The next meeting of the Vendor Advisory Committee will be February 9, 2016, at North Bay Regional Center Jameson Canyon office conference room (4A&B) from 10:00 to noon.

REMINDER: Please contact Kathy Newman at (707) 256 1224 if you are unable to attend the Board meeting.

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, February 3, 2016, 5:00 p.m.
North Bay Regional Center
10 Executive Court, Napa, CA 94558**

AGENDA

- I. CALL TO ORDER – President Harry Matthews
- II. ROLL CALL AND INTRODUCTIONS – Margi Stern, Secretary (2 minutes for call to order, roll call, and introductions)
- III. CONSIDERATION OF MINUTES
Minutes of the Regular Business Meeting of December 2, 2015 be approved as submitted. (3 min)
(Pgs. 1-8) ACTION
- IV. TREASURER'S REPORT
Treasurer's Report for the period of Nov. 1 – Dec. 31, 2015 be approved as submitted. (3 min) (Pg. 9)
ACTION
- V. ANNOUNCEMENTS (10 minutes)
- VI. FEATURE PRESENTATION NBRC's Dental Coordinator Alisha Guterrez (20 min)
- VII. NEW BUSINESS
 - A. Sonoma Co. Supervisor Gorin's Request for Support for Transformation of SDC (Pgs. 20-21)
ACTION
 - B. Supported Living Contracts Approval – Dave Johnson ACTION
- VIII. COMMITTEE REPORTS
 - A. Executive Committee - Board Officers – Harry Matthews, President; Walt Spicer, Vice President; Margi Stern, Secretary; Franklin Phillips, Treasurer (3 minutes) ACTION
Harry Matthews Board term has concluded. Approval of Margi Stern as Interim Board President.
 - B. Vendor Advisory Committee – Mike Huckins – (10 minutes) (Pgs. 22-26) ACTION
- IX. EXECUTIVE DIRECTOR'S REPORT (30 minutes)
 - A. Bob Hamilton, Executive Director (10 minutes)
 - B. Michi Gates, Director Client Services' Report (10 minutes) (Pgs. 12-19)
 - C. Dave Johnson - Chief Financial Officer (10 minutes) (Pgs. 10-11)
- X. LIAISON REPORTS
 - A. Association of Regional Center Agencies – Bob Hamilton (10 min) INFO
 - B. State Council on Developmental Disabilities - North Bay Regional Office – Cindy Ruder (10 min)
INFO
- XI. GENERAL PUBLIC COMMENT - Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). Public invited to comment on any matter. Public comment will also be invited on each Action item after the Board has discussed the item and prior to a motion.
- XII. GOOD OF THE ORDER - any other Board business may be brought up at this time. (5 minutes)
- XIII. ADJOURNMENT

CLOSED SESSION – The governing board of a regional center may hold a closed meeting to discuss or consider one or more of the following: (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 -- W&I Code 4663(a).

NEXT MEETING ANNOUNCEMENT - The next Board of Directors meeting is a Regular Business Meeting scheduled Wednesday, March 2, 2016, Solano County Office of Education, Fairfield, CA at 5:00 p.m.
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**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, December 2, 2015, 5:00 p.m.
North Bay Regional Center
10 Executive Court, Napa, CA 94558**

MINUTES

NBRC BOARD MEMBERS PRESENT:

Mike Huckins, ARC Solano, VAC Rep.
Margi Stern, Secretary
Walt Spicer

Harry Matthews, President/ARCA Rep
Franklin Phillips, Treasurer
Rita Edmonds-Norris

NBRC BOARD MEMBERS ABSENT:

Joanne Tsai (Excused)
Barbara Power (Excused)

Rhonda Foster (Excused)
Angel Giroux-Greber (Excused)

STAFF PRESENT:

Thomas Maseda, Director, Administration
Dave Johnson, Chief Financial Officer
Pamela Madden Krall, Training & Information Manager
Rick Burkett, Associate Director of IT
Amanda Swetland, SC
Roisha Newsom, SC
Jessica Gutierrez, SC

Bob Hamilton, Executive Director
Kathy Newman, Exec. Assistant
Courtney Singleton, Associate Dir. Client Svcs.
Deanna Heibel, Associate Director Client Svcs.
Jeff McGee, SC
Jessica Picazo, SC
Tammy Larsen, QA
January Crane, Dept. Manager

GUESTS PRESENT:

Linda Plourde, Bayberry Inc.
Ali Tabatabai, New Leaf Solutions
Stephan Betts, Sonoma Co Health Services
Brian Farrell, Sibling/PHA

Kathleen Miller, Parent/PHA
Elizabeth Clary, UCPNB
Lauren Micklejohn, BI
Pat Walter, Parent/PHA

CALL TO ORDER – Harry Matthews, President, called the meeting to order at 5:08 p.m. Roll was called and a quorum was present. Board and audience introduced themselves.

CONSIDERATION OF MINUTES

M/S/C (Huckins/Stern) Move that the minutes of November 4, 2015 regular business meeting be approved as submitted. UNANIMOUS

TREASURER'S REPORT

M/S/C (Huckins/Spicer) Move that the Treasurer's Report for the period of October 1 - 31, 2015 be approved as submitted. UNANIMOUS

ANNOUNCEMENTS:

- Harry Matthews addressed NBRC's relocation slated for May/June 2016. NBRC will be moving from the current facility to a much newer facility close by that will accommodate NBRC much more efficiently. NBRC will save approximately \$270,000 in rent per year. Once the current tenants vacate the building the owners will paint and re-carpet the entire facility. It is projected that NBRC will be able to move in the end of June 2016. The savings in rent will enable NBRC to address the caseload ratio and upgrade the current computer system.
- Bob recognized the tragedy in San Bernardino at Inland Regional Center where multiple deaths and injuries have been reported. Bob read the press release provided by ARCA...

"Sacramento, CA, December 2, 2015 -- Today three gunmen entered Inland Regional Center and opened fire. Inland is one of California's 21 non-profit regional centers that provide

assessment, case management, and other direct services for over 280,000 people with developmental disabilities and their families. They also purchase and coordinate community-based services and supports. Developmental disabilities include autism, epilepsy, cerebral palsy, and intellectual disabilities.

The entire developmental services community is rallying around regional center employees, families, and people with developmental disabilities. Their safety is our paramount concern. Regional centers are coordinating with law enforcement agencies to ensure the safety of their employees and the communities they serve. There are no known threats against other regional centers. However, out of an abundance of caution, eight centers have closed early today.

Today, multiple people were shot and killed. We do not have official information as to the names of the victims, the intended targets, or the motives behind this. As we receive confirmed information, we will update our community.

What we do have are heavy hearts, knowing innocent lives were cut short. Regional centers connect families and people with developmental disabilities to services and supports. They are places of connection and community. Any act of violence is a tragedy. But in a place focused on service to people with developmental disabilities, it is even harder to comprehend. The president of our Board of Directors, Anne Struthers, put it best. "ARCA, the regional centers, and the developmental disabilities community is united in mourning and support. The victims of today's shooting were connected to us by service to those in need. Our hearts are with all those affected."

Bob noted that as confirmed information is received, NBRC will keep staff and the community informed. Harry noted that the Executive Director of Inland Regional Center was quoted as saying... "Where this occurred was in a separate building for public gatherings. To the best of my knowledge no Inland staff were in that building." The building was rented out to the County Department of Health for a Holiday gathering. One gunman was killed another captured and the third is still at large.

- Bob noted that Governor Brown and his wife will be hosting the California State Capitol Christmas tree lighting with nine year old Jeffrey Paris (receiving services from Valley Mountain Regional Center) as the official "tree lighter". Governor Brown has temporarily postponed this event in honor of the Regional Center system and the tragedy that happened on this date.
- Pamela Madden Krall noted that the NBRC Holiday Craft Fair is scheduled for December 11th from 10:00 a.m. to 1:00 p.m.
- January Crane noted that she used to work for the State of Oregon and some of her colleagues reached out to her today with the following email from the Director of the Office of Developmental Disabilities Services, Oregon Health and Human Services (Lilia Teninty) that went out to all their staff. *"It was tragic today to learn about the multiple shootings at a social services office in San Bernardino, California. The shooting occurred at the Inland Regional Center, a facility for people with developmental disabilities, according to news reports. Our hearts and thoughts reach out to the victims, their families and their fellow workers. The work we all do is with a passion and a trust in each other that we are helping to make our community a better place for all."*

NEW BUSINESS

- A. Board Meeting 2016 Schedule – After much discussion it was decided that the January Board meeting would be cancelled and an additional meeting scheduled in Solano County and an additional meeting scheduled in Sonoma County.

M/S/C (Huckins/Stern) Approve adoption of the amended Board Meeting 2016 Schedule to reflect cancelling January Board meeting and holding an additional meeting in Solano County (March 2) and an additional meeting in Sonoma County (April 6). UNANIMOUS

- B. Public Input Regarding Caseload Ratio – Thomas Maseda – Each year all regional centers are required to submit a report to DDS regarding caseload ratio statistics. In order to comply with the caseload ratio mandate, NBRC employees, vendors, consumers, and other community members will be given the opportunity to provide valuable input. Regional Centers are required to receive public input in order to

develop a corrective plan to comply with this ratio. May 2015 NBRC's caseload ratio was over 1:80 per Service Coordinator. Since then NBRC has hired Service Coordinators and has brought the ratio down to 1:77. The Board of Directors has directed NBRC to make case management one of their highest priorities. In order to attain this goal, NBRC would need to hire an additional ten service coordinators requiring an estimated additional \$1.2M in funding for Operations. As a matter of information, no Regional Center has been able to meet these ratios due to lack of funding.

PUBLIC INPUT

- No other Regional Center in the State of California are within the mandated caseload ratios.
- Lower rent cost in new building will assist in lowering caseload ratio.
- Floating service coordinator position that would be available to assist with staffing.
- Continue to evaluate the benefits package NBRC provides to employees. What is practical and affordable?
- Most Vendors are unable to offer any other benefits than medical plus staff pays a high portion of benefits.
- Due to the frequent hiring of new employees, basic information is limited along with the ability to participate in an IPP and offer any input. Provide a packet of applicable training tools for new employees and parent/clients.
- Thomas further explained that in order to meet California's caseload ratio (less clients assigned to each Service Coordinator) it would be necessary to increase the number of Service Coordinator population (it costs approximately \$60K/year for salary and benefits each year for each Service Coordinator position). It would take an approximately an additional \$1M in NBRC's Operations budget to make the happen. Bob Hamilton has made bringing down caseload ratios a high priority.
- Find ways to increase efficiency by building on success in finding ways to reduce workload within those ratios. One way that has been accomplished is through transferring the task of handling Social Security and representative payeeships to New Leaf. Determine daily roles and times spent and develop metrics around that. What other items could be shifted to one specific desk or an outside agency. Tom noted that NBRC is currently working to maximize the efficiency of Service Coordinator through supplying laptops for when they are in the field. The ultimate goal is a paperless system.
- Utilize MSW Interns. Intern hours are required and they are free.
- Easier access to Travis Air Force Base for Service Coordinators who serve military families. Currently Service Coordinators must be sponsored and have an extensive background check completed for access. Provide base personnel a list of Service Coordinators for easier access, i.e., a pass.
- Hire a Military Liaison Coordinator.
- Natural connection between Service Coordinators and families/clients, i.e., one service coordinator for a married couple who receive services. Assure Service Coordinators are assigned clients who live close to home town. Tom noted that NBRC continues to convert to a mobile workforce.
- Probationary period for new employees shortened to six months to allow Service Coordinators earlier access to work in the community. Allow new employees a flexible work schedule.
- The County of Sonoma is in the process of discussing implementation of an integrated health care based on health insurance rather than the health care providers. Consider signing up as a specialist on health plan which would save on data sampling.
- Non-waiver caseloads don't require as many services and are not seen as regularly. The caseload ratio for people on the Waiver is 1:62 and non-waiver is 1:66. Service Coordinators for non-waiver clients are not writing as many purchases, they are not in the home on a quarterly basis, etc. Fifty two percent of NBRC clients are on the waiver.
- Ethnic disparity data and how different ethnic groups factor in. Working with people who speak different languages and have different cultural backgrounds require a different commitment of time.

NBRC will analyze the input and implement some of the suggestions thereby developing a Corrective Action Plan to address the case load ratio issue. Addressing the caseload ratio is one of the Board of Director's highest priorities.

- C. **New Leaf Contract Approval** – Dave Johnson, Chief Financial Officer noted that approximately 925 NBRC clients are receiving payee services through New Leaf Solutions.

Ali Tabatabai, Director, New Leaf Solutions, thanked the Board for contracting with New Leaf thereby making the process more efficient. Individuals being supported have better access to their money, and in maintaining benefits. In moving forward, it is the goal for Service Coordinators to have less work to do relative to client money management and payee items. As of this date approximately 40 people remain to transfer over to New Leaf. There has been no response from these 40 clients as to what they would like to do. Ali noted that New Leaf has found people who are eligible for SSI who were not receiving it. They have assisted people with overpayments, appealed them, and in some cases won. New Leaf has been able to assist everyone so their life remains stable and independent with no delays in paperwork. The full benefit of the service is not only to NBRC clients but also assisting to lessen the workload of Service Coordinators. Discussion followed

M/S/C (Phillips/Stern) Move approval of New Leaf Solutions contract for 16/17. UNANIMOUS

- D. **Board Policy for Annual Contracts over \$250,000 approval** – Thomas Maseda. In compliance with DDS regulations, Thomas proposed a Board policy for approval by the Board of Directors, effective January 1, 2016. The proposed policy is as follows:

BACKGROUND - North Bay Regional Center (NBRC) recognizes the importance of transparency and accountability to the community it serves.

POLICY - It is the policy of the North Bay Regional Center that all contracts of two hundred fifty thousand (\$250,000) or more shall be approved by the Board of Directors prior to entering into or extending such contracts. This policy does not extend to the purchase of service authorizations for consumer service or for vendorization approval letters.

M/S/C (Spicer/Phillips) Move approval of Board Policy/Annual Contracts over \$250,000.

UNANIMOUS

- E. **New Performance Goals Related to Disparity** – Pamela Madden Krall provided the Board with two additional measures for NBRC's Performance Plan required by DDS related to disparity. The measures are to reduce disparity in our system, to improve equitable access to services for ethnic groups, and to improve satisfaction with services and clients receiving services identified in their IPP. Regional Center contracts are required to include annual performance objectives that measure the progress in reducing disparity and improving equity in Purchase of Service expenditures. Each Regional Center is required to choose at least two measures from enclosure D to include in their Performance Plan. Although the Board is not required to approve the plan again, the Regional Center is required to receive public input on the two additional goals. The two goals chosen are relative to satisfaction with services and whether or not services make a difference in keeping family members at home. NBRC chose these two measures because the data for POS is problematic as it is a very old system which uses a POS authorization and then payments against that authorization. The legislature decided to measure by ethnicity what the performance was for paid versus what was authorized. Data doesn't stay very clean for various reasons i.e., Service Coordinator quits and doesn't cancel POS as required, etc. NBRC felt it would be best to work with satisfaction data to try and get a sense as to whether or not it is working for people. Discussion followed.

M/S/C (Stern/Edmonds-Norris) Move approval of two additional measures required by DDS for the Performance Plan.

UNANIMOUS

COMMITTEE REPORTS

- A. Executive Committee – Harry Matthews – No Report

- B. Vendor Advisory Committee (VAC) – Mike Huckins - The VAC met on Tuesday, November 10, 2015.

Community Concerns/Clarifications: A Community Care Facility Provider expressed concern about one of her consumer's colonoscopy being cancelled multiple times due to non-completion of required paperwork. NBRC staff will follow-up.

4

Vendorization training: The Community Resource Development Department provided a presentation on the vendorization process as well as initial forms that need to be filled out.

Group reports were given.

- Napa Solano Vendor Group discussed vendor capacity and how that is established.
- Sonoma Vendor Group discussed vendorization, Tailored Day Services and CARF accreditation.
- NBHC: Mary Eble stated that NBHC is in escrow for a Vallejo property for persons who have experienced homelessness. If all goes well, the property may be ready as early as late March. A developer in Sonoma will have 13 out of 52 units available for our Consumers.
- SCDD North Bay: Bob reported on the Self Determination waiver timeline. He stated he is retiring in December and that candidates are being reviewed currently. The Vendor and NBRC staff provided Bob with a Hollywood Walk of Fame star thanking him for his years of advocacy.
- Public Relations and Outreach: The Vendor Fair was a great success!
- Trade Associations: Liz stated that the next CDSA event will be the Public Policy/Legislative Affairs Conference in March. Linda stated that the next Rally for Justice will be on December 10th. The implementation of 5.82% overtime rate increase for SLS, Respite and Personal Assistants, may be delayed until March.
- Board Report: Mike summarized the billion plus cutbacks that Health and Human Services may have to contend with next fiscal year. Two families attended the NBRC Board meeting. Mike shared the good news that parents now have an online version of the parent training required before behavioral services can be provided as well as the family orientations that are provided on a regular basis by NBRC.
- NBRC/ARCA: Bob reported that Rick Rollins' wife passed away recently. Rick helped with the passing of SB 812 to help with local housing planning for our consumers. ARCA will be working on a position statement regarding the sunset of the sales tax, managed care tax next fiscal year. Santi Rogers, DDS Director is retiring soon.
- Dr. Michi Gates:
 - ✓ The NBRC Organizational Chart has been updated.
 - ✓ Ten units of housing are being developed in Dixon.
 - ✓ NBRC holiday crafts fair is 12/11 from 10:00 a.m. to 1:00 p.m.
 - ✓ Day Services Transformation training is 11/17 from 10:30 to 12:30.
 - ✓ Resource Development positions will be filled soon.
 - ✓ A Prader Willi Syndrome home is opening soon.
 - ✓ Disaster Preparedness: Rick Burkett presented on a mass communication software for emergency alert announcements. Tests will be conducted soon once updated contact information is secured from vendors.
- New Business:
 - ✓ VAC will host a Holiday potluck with a focus on DDS videos for the VAC agenda on 12/8.
 - ✓ Vendor Relations Survey power point presentation will be scheduled for January.
 - ✓ Announcements: Please refer to the VAC minutes
 - ✓ Next VAC Meeting: The next VAC Meeting will be on Tuesday, December 8, 2015.

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton, Executive Director, Report:

- The Department of Developmental Services has appointed Mike Wilkening as the interim Director.
- Closure plan for Fairview and Porterville Developmental Center April 1, 2016.
- Comply with a Plan of Correction to rectify NBRC's Board composition. The Department has determined that NBRC does not meet some of the criteria that the Lanterman Act has for Board composition, i.e., one client short, under represented for Hispanics, and no legal expertise.
- NBRC has been asked by the Parent Hospital Association (PHA) to endorse their efforts in regard to maintaining a health clinic on SDC grounds. Bob read letter to the Board. It is as follows:

"The Board of Directors of North Bay Regional Center has been approached by the PHA at SDC to endorse their efforts, through the SDC Coalition and Sonoma County, to establish a Federally Qualified Health Clinic on the grounds of SDC.

This is a complex issue, as the SDC is in the process of a mandated closure from the State of California's Department of Developmental Services. The anticipated closure date is December 31, 2018. Placing a clinic on the grounds may be complicated by the closure process, but could survive the closure if the County or a private provider could lease the site from the state.

While the SDC has a full array of health professionals on the grounds of SDC to serve the needs of the approximately 400 residents, NBRC clients are not permitted to use those facilities. In many cases, the over 8,000 NBRC clients have access to health care professionals in the community. In some cases, however, it is difficult to obtain specialized services as mentioned in a PHA letter to the Board, such as medical, dental and behavioral services in a crisis situation.

NBRC would welcome the opportunity to utilize a health clinic in our area that would serve our community clients, especially when those services are not readily available from community practitioners. Currently, in order to obtain these specialized services our client must often travel to San Francisco or Sacramento, so services available within our county would be a much better alternative.

We would like to be kept abreast of these developing issues, and at this juncture are supportive of these efforts."

Kathleen Miller noted that one of the reasons SDC PHA want to pursue a clinic on the grounds of is because of the great group of medical staff with extensive experience with people who have dual diagnoses, along with sedation dentistry. The PHA would like to make these services available to people outside of SDC which is why they want a federally funded health clinic. Kathleen requested the letter be addressed to Secretary Dooley, with copies to DDS and the legislators.

- Bob noted a letter NBRC received from Sonoma County Supervisor Susan Gorin. Supervisor Gorin requests NBRC to partner by indicating support for the vision of a transformed SDC. The Board will discuss and act on the letter at the next Board meeting.
- Stephan Betts, Director of Sonoma County Department of Health Services noted that Sonoma County serves clients with high demand and high need and have established relationships with providers. By cutting those relationships, providers have little or no work left so are leaving the area. Clients are now seeking medical/dental attention elsewhere; primarily in the hospitals. There are 14 counties in our region. There are not enough psychiatrists, pediatricians, medical staff, and dental providers with specialty care levels in our region. The only way to keep these providers in the area is by establishing a clinic. The main focus is to retain specialty care providers in our area and keep those relationships alive.
- NBRC doesn't want to lose the professional resources and expertise.
- Two administrations ago DDS had a director who was favorable in providing waivers for those who wanted to work in the community. No longer true. Discussion followed.

Courtney Singleton, Director, Client Services, Report:

- Federal Revenue Department is on target with adding people to the waiver by 12/31/15.
- Claudia Richey, Service Coordinator, submitted an "enriching lives" story regarding one of her clients. Claudia coordinated and collaborated with the school district in Sonoma County to advocate for her client.
- Community services added two new vendors, i.e., Early Intervention and Adult Day Program vendor in Rohnert Park.
- The following trainings took place:
 - ✓ Vendor Advisory Committee on the vendorization process.

- ✓ Day Program transitioned to Center for Medicaid Service. The training was in conjunction with the Department of Developmental Services, the Department of Rehab, and State Council on Developmental Disabilities.
 - ✓ Parent Hospital Association meeting was held on Saturday November 14th.
 - ✓ The Regional Center has been meeting monthly with the PHA parents. Trained on the licensed living options available to parents.
- Early Intervention audit went well. Preliminary results were favorable.
 - Met with representatives from Partnership Health Plan, who is the MediCal provider in our three county area. NBRC is working with them because they will soon be providing behavioral services to many of our clients who have MediCal.
 - Working on the 5.84 percent increase for SLS personal assistant and respite providers in conjunction with the new overtime and minimum wage laws.
 - Bob Hamilton noted that Courtney and her team have been working tirelessly with SDC parents to assure that they are up to date with all the options available to their loved ones who reside at SDC. Brien Farrell, a family member, wrote a letter to Bob praising their efforts. It reads as follows:
*"Bob, On behalf of PHA, I want to thank NBRC for the excellent staff presentations the past two months. I regret that I have not learned the names of each of the key staff members, so I cannot acknowledge all by name. But last month, Jonathan provided a thorough review of SLS. We are still in shock at being evicted by DDS and PHA members are anxious. Jonathan was not only highly professional, he was gentle and he provided direct and plain repossess. He left no doubt that the well-being and dignity of our family members and the trust of families are vital to him and NBRC. Jonathan earned the praise and confidence of the PHA members who attended his presentation.
This month Michi and other staff again left PHA members feeling well informed about levels of service and housing options.
PHA wishes to express its gratitude to NBRC and your staff presenters. You are busier than ever. Your willingness to assist us in understanding how the SDC evictions will affect us is much appreciated. Brien."*

Dave Johnson, Chief Financial Officer, Report:

- The hiring of service coordinators has put pressure on NBRC's Operation Budget. Effective December 1, 2015 there will be a "freeze" on non-salary spending to continue efforts to hire more service coordinators. Dave noted that only the CFO will approve any spending exceptions other than salary and benefits.
- NBRC is on track with spending targets. To provide perspective, NBRC spent \$4200 on calendars last year. Staff will be using calendars in Outlook instead.
- Eighty percent of Operations is expended on salaries, 10% on lease, so there is very little remaining for other Operation expenditures.
- Approval of SLS contracts will be on board agenda in February.

LIAISON REPORTS

- A. Association of Regional Center Agencies (ARCA) – Harry Matthews (10 minutes): Harry noted that he participated in a conference call with ARCA. There was no encouragement regarding revision of the budget to benefit the Regional Center system this fiscal year. The State is forecasting an \$11B surplus in the budget for fiscal year 16/17.
- B. State Council on Developmental Disabilities/North Bay Regional Office – Cindy Ruder - (10 minutes): No report.

GENERAL PUBLIC COMMENT: Pamela Madden Krall provided a follow-up to NBRC's behavioral training report presented last month. Barbara Power volunteered to take the online Behavioral training which is a part of NBRC's pilot process. She provided the following feedback:

- The program uses adobe so there will be computer requirements.

- NBRC will not provide IT support for those taking the online training.
- A client's UCI number is required to register.
- Autism "shop talk" may confuse others.
- Quizzes were interactive and visual.
- One attempt to take the class seemed harsh.
- Overall, the training was good.

Pamela noted that there is a computer set up in the Community Resource Room for public use. There is also computer use in NBRC's library. It was suggested that someone test individual computers to assure they are working properly. Pamela will make sure this information is available to the community.

GOOD OF THE ORDER: Raffle winners of Christmas poinsettias: Pamela Madden Krall and Tammy Larsen.

ADJOURNMENT – M/S/C (Franklin/Rita) Move to adjourn the meeting at 7:11 p.m. UNANIMOUS

NEXT MEETING ANNOUNCEMENT – The next regular business meeting of the Board is for scheduled for February 3, 2016 at North Bay Regional Center Napa office, at 5:00 p.m.

**North Bay Regional Center
Franklin Philips Horn NBRC Treasurers' Report
For the Month of December 2015**

In December 2015 NBRC's board money market account increased by \$1185 to end the month with a balance of \$50,324. The increase was due to year end donations.

The board checking account ended the month with a balance of \$2,843, a decrease of \$144. This reflected a \$100 check to support a client in need and \$44 for board expenses.

The balance in both of NBRC board accounts was \$53,167, which represents a decrease of \$478 since the beginning of the year balance of \$53,645.

**North Bay Regional Center
Finance Dashboard FY 2015/16**

50% of the year elapsed

As of December 31, 2015

			% Total		Forecasted		Forecasted	
	Allocation/B-1	YTD Actual	POS	Var/ Alloc	Spending	YTD Act + Fcst	Surplus (Deficit)	From Allocation
Purchase of Services (POS)								
Day Programs	\$ 18,500,000	\$ 17,789,338	25%	\$ 710,662	\$ 19,200,000	\$ 36,989,338	\$ 10,662	
Supported Living Services	20,000,000	19,784,208	27%	215,792	20,000,000	39,784,208	\$ 215,792	
Community Care Facilities	15,250,000	15,123,956	21%	126,044	15,250,000	30,373,956	\$ 126,044	
Behavioral Services	9,875,000	9,770,970	14%	104,030	9,800,000	19,570,970	\$ 179,030	
Other	12,698,982	11,567,359	16%	1,131,623	14,000,000	25,567,359	(169,396)	
Total POS services	\$ 76,323,982	\$ 74,035,831	102%	2,288,151	\$ 78,250,000	\$ 152,285,831	\$ 362,132	
Receipts from ICFs for SPA services	(2,500,000)	(2,486,814)	-3%	(13,186)	(2,520,000)	(5,006,814)	6,814	
Community Placement Plan (CPP)	550,429	746,693	1%	(196,265)	12,800,000	13,546,693	(6,952)	
Total POS & CPP Services	\$ 74,374,410	\$ 72,295,710	100%	\$ 2,078,700	\$ 88,530,000	\$ 160,825,710	\$ 361,994	
Operations Expense (OPS)								
Personnel	\$ 5,250,000	\$ 5,128,871	60%	121,129	\$ 5,450,000	\$ 10,578,871	\$ (78,871)	
Benefits	1,937,500	1,858,350	22%	79,150	2,000,000	3,858,350	16,650	
Facilities/Insurance	875,000	916,821	11%	(41,821)	830,000	1,746,821	3,179	
Equipment / General office	285,000	278,586	3%	6,414	325,000	603,586	(33,586)	
Communications	60,000	53,732	1%	6,268	65,000	118,732	1,268	
Mileage	115,000	116,156	1%	(1,156)	115,000	231,156	(1,156)	
Legal	100,000	62,822	1%	37,178	135,000	197,822	2,178	
Consultants	120,000	192,984	2%	(72,984)	50,000	242,984	(2,984)	
Other Expenses	3,594	(107,755)	-1%	111,349	20,000	(87,755)	94,942	
Total Operations Expense	\$ 8,746,094	\$ 8,500,567	100%	245,527	\$ 8,990,000	\$ 17,490,567	\$ 1,620	
Community Placement Plan (CPP)	550,429	645,782		(95,354)	253,553	899,335	-	
Total OPS & CPP Expenses	\$ 9,296,522	\$ 9,146,349		150,173	\$ 9,243,553	\$ 18,389,902	\$ 1,620	
Total	\$ 83,670,932	\$ 81,442,059		\$ 2,228,873	\$ 97,773,553	\$ 179,215,612	\$ 363,614	
DDS Contract Allocations 2015/16	Date Received	POS		Operations	CPP	Total		
Preliminary Allocation	6/9/2015	\$ 124,226,256		\$ 14,006,806		\$ 138,233,062	75%	
1st Amendment B-1	8/19/2015	28,421,707		3,485,381	815,557	32,722,645	18%	
1st Amendment B-1 CPP		13,539,741		-	285,300	13,825,041	7%	
Total Allocation		\$ 166,187,704		\$ 17,492,187	\$ 1,100,857	\$ 184,780,748	100%	

10

North Bay Regional Center
Finance Dashboard Analysis
As of December 31,

	<u>YTD 2014</u>	<u>YTD 2015</u>	<u>Var/ Alloc</u>	<u>% Inc<Dec></u> <u>From 2014</u>
Purchase of Services (POS)				
Day Programs	\$ 17,430,958	\$ 17,789,338	\$ (358,380)	2%
Supported Living Services	18,493,804	19,784,208	(1,290,404)	7%
Community Care Facilities	14,914,115	15,123,956	(209,841)	1%
Behavioral Services	8,818,910	9,770,970	(952,060)	11%
Other	11,005,611	11,567,359	(561,748)	5%
Total POS services	\$ 70,663,398	\$ 74,035,831	(3,372,433)	5%
Receipts from ICFs for SPA services	(2,507,141)	(2,486,814)	(20,327)	-1%
Community Placement Plan (CPP)	216,917	746,693	(529,776)	244%
Total POS & CPP Services	\$ 68,373,174	\$ 72,295,710	\$ (3,922,536)	6%
Operations Expense (OPS)				
Personnel	\$ 5,010,751	\$ 5,128,871	(118,120)	2%
Benefits	1,869,474	1,858,350	11,124	-1%
Facilities/Insurance	886,423	916,821	(30,398)	3%
Equipment / General office	345,272	278,586	66,686	-19%
Communications	76,030	53,732	22,298	-29%
Mileage	105,589	116,156	(10,567)	10%
Legal	69,145	62,822	6,323	-9%
Consultants	186,740	192,984	(6,244)	3%
Other Expenses	33,823	(107,755)	141,578	-419%
Total Operations Expense	\$ 8,583,247	\$ 8,500,567	82,680	-1%
Community Placement Plan (CPP)	361,892	645,782	(283,890)	78%
Total OPS & CPP Expenses	\$ 8,945,139	\$ 9,146,349	(201,210)	2%
Total	\$ 77,318,313	\$ 81,442,059	\$ (4,123,746)	5%

//



North Bay
Regional Center

10 Executive Ct. Napa, CA 94558
Phone: (707) 256-1100 • TTY (707) 252-0213

2351 Mendocino Avenue, Santa Rosa, CA 95403
Phone: (707) 569-2000 • TTY (707) 525-1239

**FAIR HEARING & MEDIATION UPDATE
DECEMBER 1, 2015 – JANUARY 31, 2016**

Day Program (15-36)	<u>Reason for Appeal:</u> Claimant appeals eviction from Day Program. <u>Ruling:</u> Fair Hearing pending.
Eligibility (15-37)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing Request withdrawn.
Eligibility (15-38)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing pending.
Respite (16-01)	<u>Reason for Appeal:</u> Claimant appeals denial of respite. <u>Ruling:</u> Informal Meeting decision denied appeal. Fair Hearing pending.

CONSUMER ADVOCATE REPORT

January 22, 2016

The self-advocacy/support groups will start back up in February or March. We have received new educational materials on self-advocacy.

The Napa County IHSS Advisory Committee is looking for new members. If you know of anyone interested please contact me. The overtime payment for IHSS Providers may start on February 1st being retroactive to November 1, 2015.

As reported, voter registration is up in both the Santa Rosa and Napa offices and I want to thank the Service Coordinators for helping. Now, let's find a way to help the people we serve get to the polls.

I participated in three Individual Service Program meetings this January and all were productive and positive.

I continue to assist service coordinators with their cases and I continue to serve as the DDS Conservator designee. We have some challenging cases that keeps us on my toes. No pun intended.

Thank you.

Submitted by:

Randy Kitch

NBRC Community Resource Development and Services

Interested individuals or agencies who would like to become vendored with NBRC to provide services in Napa, Solano or Sonoma Counties, please visit the NBRC website:

<http://nbrc.net/service-providers/vendorization/vendor-application/>

New Vendors

- Behavioral Analysis Technologies Inc. – Behavioral Services
- United Cerebral Palsy of the North Bay-Senior Day Program-Rohnert Park.

Quality Assurance

The Department of Developmental is working with the California Department of Education to improve the quality of training for Direct Service Professionals in licensed residences across the state. The training is now more comprehensive and uniform, and the testing is more challenging.

NBRC Quality Assurance Unit hosted a meeting for representatives from the Department of Developmental Services, California Department of Education, and the trainers designated for our region, to present changes and answer questions. Below are upcoming trainings held at NBRC's Napa office:

- DSP Year 1: Feb 2 – Mar 10, Tuesdays & Thursdays from 10am-1pm*
- DSP Year 2: May 10 – Jun 16, Tuesdays & Thursdays from 10am-1pm

***The year 1 class is open for registration now! Click <http://www.dsptrain.org/> to register.**

Trainings/Presentations

NBRC and New Leaf are hosting a Benefits Workshop with Mike Walling! January 26th 9:00 to 4:00 (registration at 8:30)

This workshop provides the core information needed to assist a beneficiary in financial planning and benefit management. Important points covered include: How will Employment First impact a person's benefits? What is countable earned income? How to manage benefits to avoid the loss of medical benefits and much more!

For more information on NBRC vendor trainings please visit <http://nbrc.net/service-providers/calendars/>

Requests for Proposals

The 2016-17 Community Placement Plan Requests for Proposal submissions end January 29, 2016. NBRC will continue interviewing applicants during the month of February and work to publish official selected applicants.

Rate Adjustments

NBRC spent December and January working on the 5.82 % rate adjustment for supported living, personal assistant and respite agencies. This rate adjustment will assist these providers in meeting new federal overtime regulations. ARM rates were automatically adjusted by the Department of Developmental Services and can be view here:

http://www.dds.ca.gov/Rates/docs/CCF_rate_Jan2016.pdf

On January 1, 2016 minimum wage increased from \$9.00 to \$10.00 per hour. NBRC is in the process of accepting rate adjustment requests. For more information on how to request a rate adjustment please visit the NBRC website below.

<http://nbrc.net/service-providers/service-provider-forms/>

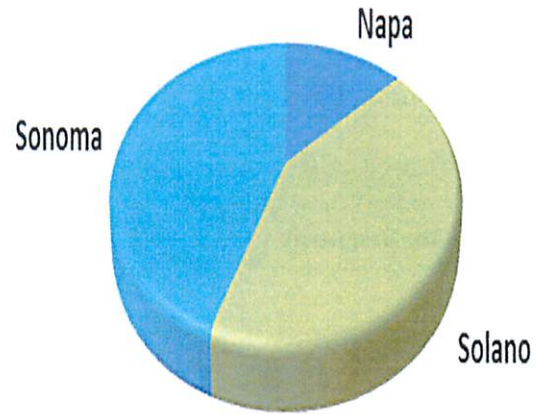
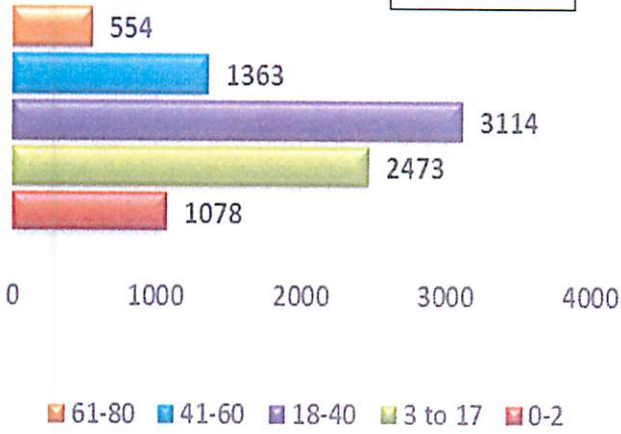
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NBRC Case Management Report

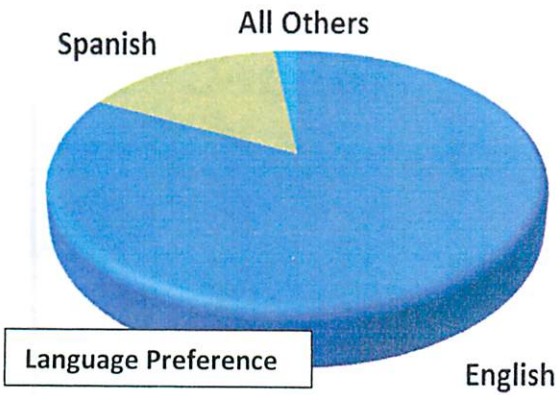
NBRC Total Clients: 8,610



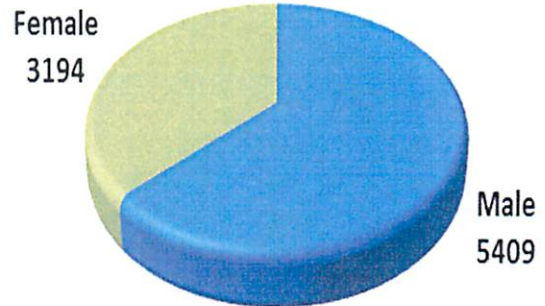
Age Range



County of Residence

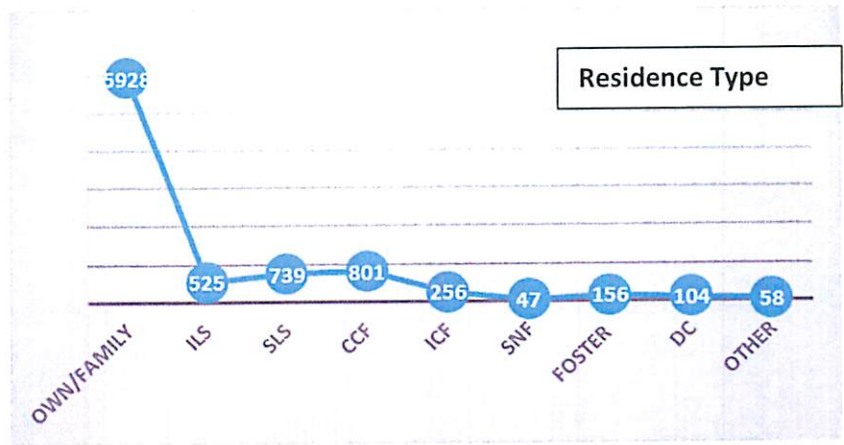
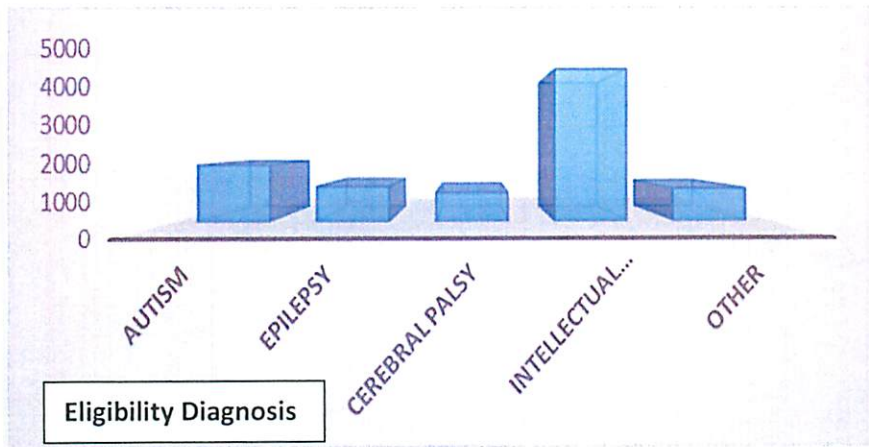


Language Preference



Ethnicity





MONTH	NEW Intake		Accepted for Assessment		Closed or Inactivated		# of Reactivations		Transferred- Other		Gross New Consumers		Graduated Out of RC System		
	Under 3 Yrs	3 Yrs & Older	Under 3 Yrs	3 Yrs & Older	Under 3 Yrs	3 Yrs & Older	Under 3 Yrs	3 Yrs & Older	Under 3 Yrs	3 Yrs & Older	Under 3 Yrs	3 Yrs & Older			
01/15	105	29	-	23	24	+	9	19	+	1	0	=	92	24	30
02/15	95	11	-	14	23	+	7	13	+	3	0	=	91	1	38
03/15	104	19	-	26	14	+	7	12	+	1	0	=	47	17	36
04/15	85	34	-	22	14	+	7	11	+	1	0	=	72	31	34
05/15	84	32	-	14	9	+	7	5	+	0	0	=	77	28	30
06/15	91	40	-	19	18	+	6	14	+	1	0	=	79	36	25
07/12	90	39	-	30	24	+	8	18	+	0	0	=	68	33	59
08/15	114	42	-	12	24	+	6	17	+	3	1	=	111	36	47
09/15	105	45	-	12	23	+	5	17	+	0	0	=	98	39	31
10/15	83	62	-	11	21	+	10	13	+	5	0	=	87	54	42
11/15	99	40	-	7	23	+	5	13	+	6	0	=	103	30	35
12/15	64	36	-	22	28	+	4	17	+	0	0	=	46	25	26
2015 TOTAL	###	429	-	212	245	+	81	169	+	21	1	=	971	354	433

NBRC INTAKE DEPARTMENT

INTAKE REFERRAL COORDINATOR

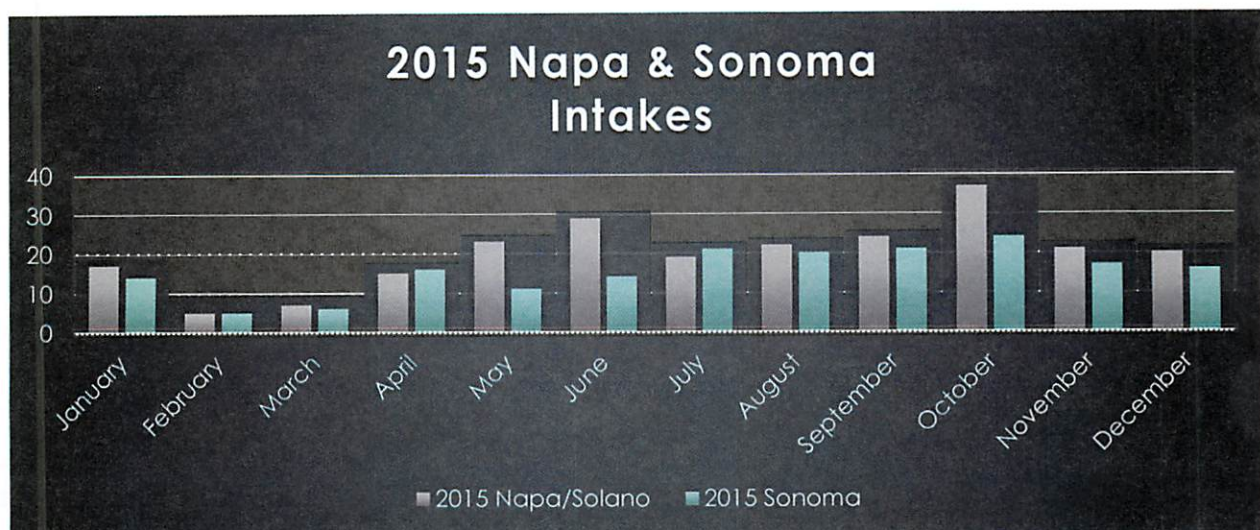
In June of 2014 NBRC created a new Intake Referral Coordinator (IRC) position. Laurie Andrews became the first point of contact between the regional center and prospective clients over the age of 3 years seeking to access NBRC services. The Intake phone line receives an average of 80 calls per week. As of September, NBRC hired Deborah Simms as an additional IRC. NBRC is now able to make contact within 2-3 days of the initial call and follow up with applicants and families to insure that the referral process is started.

INTAKE REFERRALS FOR INDIVIDUALS OVER 3

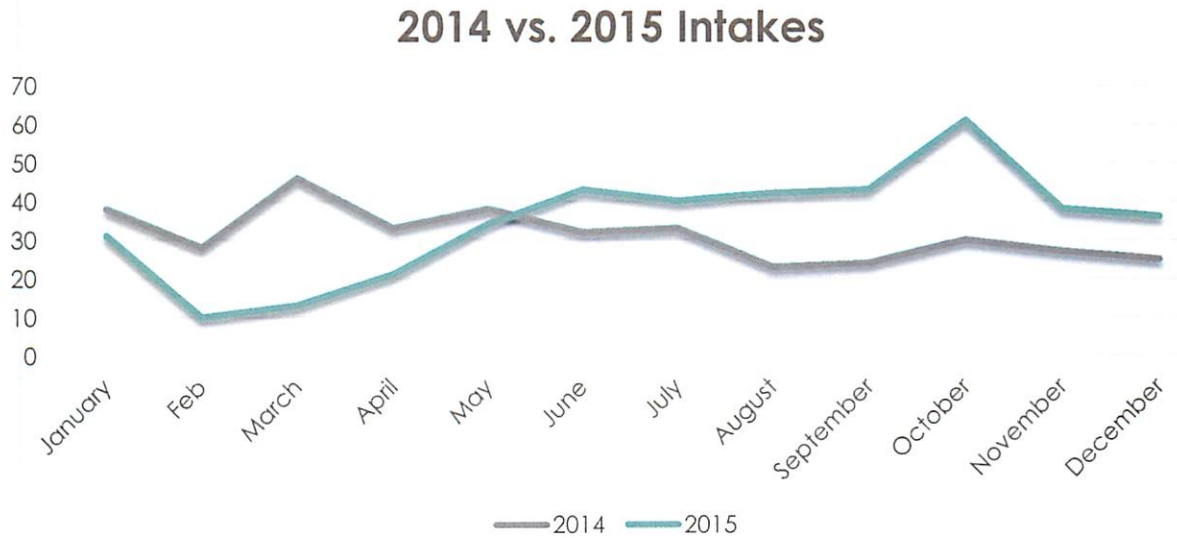
In 2015 the Intake Department received 424 intake referrals compared to 377 in 2014, which is a 12.5% increase. This included applicants over 3 sent to NBRC by doctors, schools, the court system, and friends and families in the community. The chart below represents how many intakes were assigned to Assessment Counselors each month.

2015	Napa/Solano	Sonoma	Total
January	17	14	31
February	5	5	10
March	7	6	13
April	15	16	31
May	23	11	34
June	29	14	43
July	19	21	40
August	22	20	42
September	24	21	43
October	37	24	61
November	21	17	38
December	20	16	36
	239	185	424

The graph below represents the monthly numbers listed above for intakes in Napa/Solano and Sonoma County.

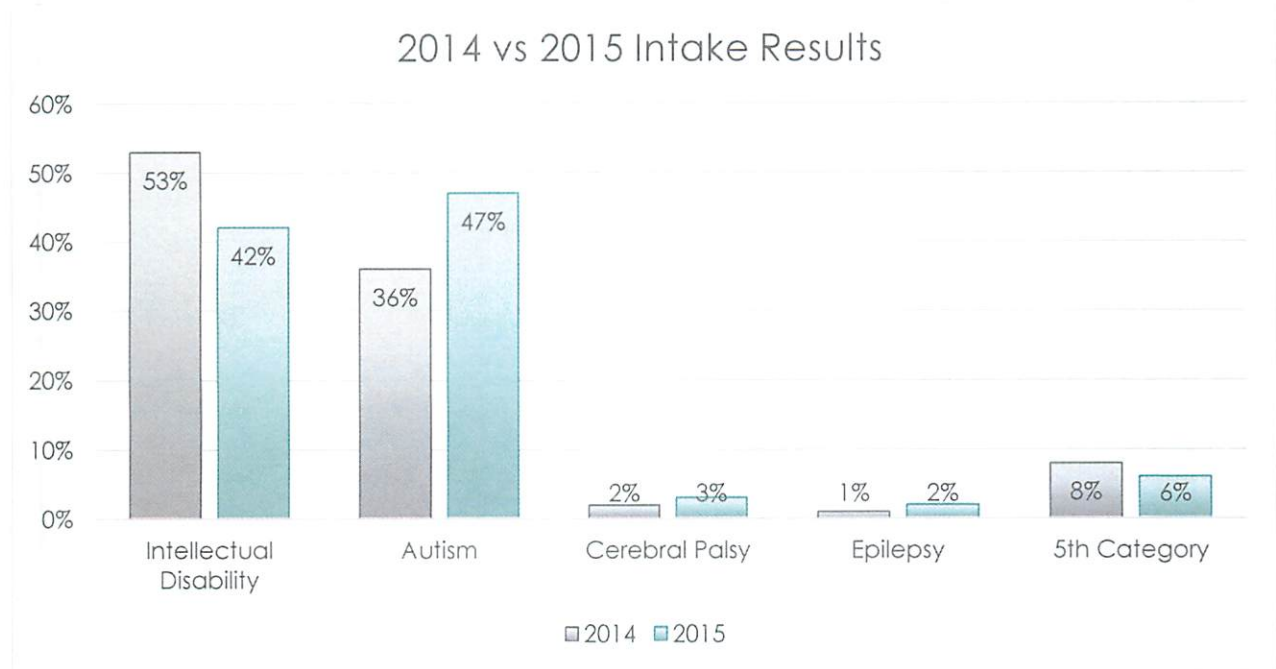


The graph below compares the monthly number of intakes from 2014 & 2015.



ELIGIBILITY

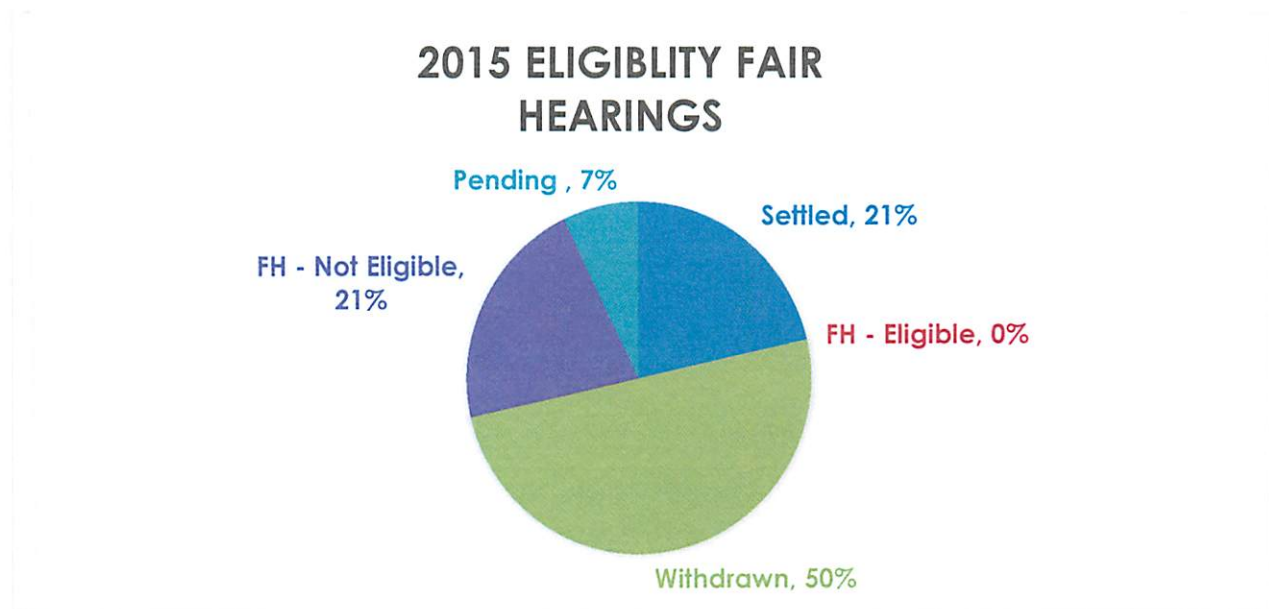
The graph below represents a comparison of the % of diagnoses that applicants were made eligible under in Napa, Solano and Sonoma County in 2014 vs 2015. Intakes include individuals over 3 as well as children from Early Intervention turning 3.



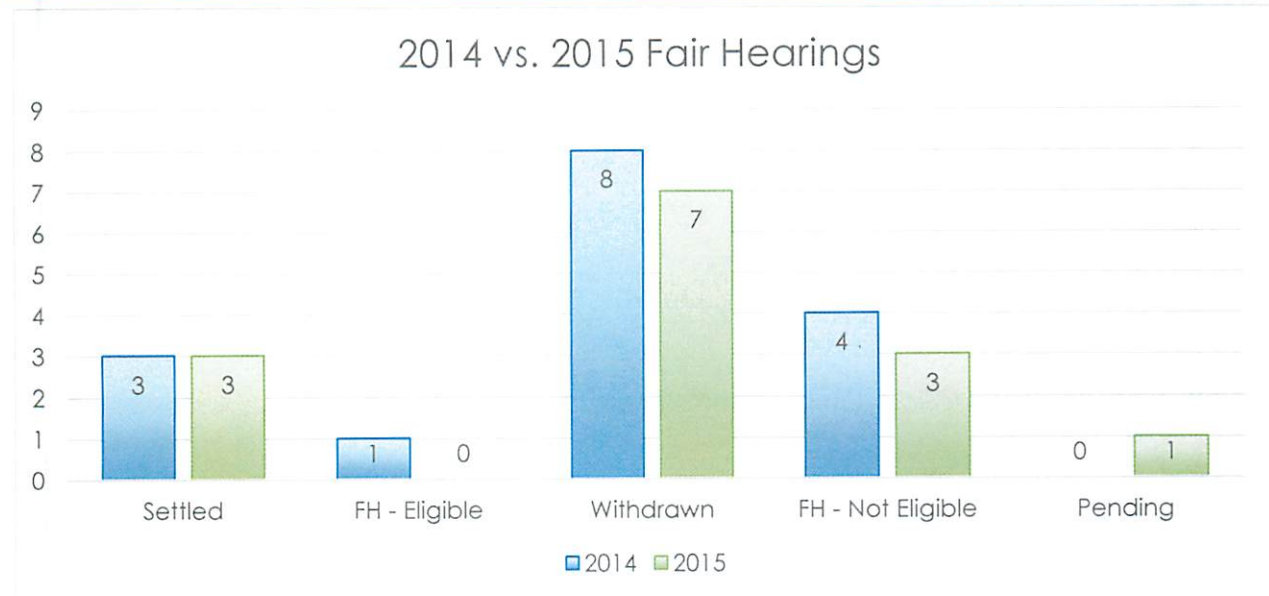
INTAKE DEPARTMENT FAIR HEARINGS

FAIR HEARINGS FILED IN 2015

Total Appeals Submitted – 15



COMPARISON OF 2014 VS 2015 FAIR HEARINGS FILED



KEY

Settled – additional evidence provided helped determine that the applicant was eligible for services

FH/Eligible – appeal went to formal fair hearing and determined eligible by OAH

Withdrawn – applicant/family decided to withdraw the appeal, often after an informal hearing

FH/Not Eligible – appeal went to formal fair hearing and determined not eligible by OAH

Pending – case currently not resolved

COUNTY OF SONOMA
BOARD OF SUPERVISORS

575 ADMINISTRATION DRIVE, RM. 100A
SANTA ROSA, CALIFORNIA 95403

(707) 565-2241
FAX (707) 565-3778



MEMBERS OF THE BOARD

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CHAIR

EFREN CARRILLO
VICE CHAIR

DAVID RABBITT

SHIRLEE ZANE

JAMES GORE

November 24, 2015

North Bay Regional Center Board of Directors
2351 Mendocino Ave
Santa Rosa, CA 95403

Subject: Request Support for Transformation of the Sonoma Development Center

The County Board of Supervisors is committed to the transformation of the developed portions of the Sonoma Development Center (SDC) into a regional hub designed to provide a broad array of services focused on the needs of the IDD population. As envisioned a transformed SDC would be community based and developed through public-private and non-profit partnerships. As described in more detail below the transformation would be developed to meet the needs of Regional Center clients in addition to those currently in residence at the SDC and would include:

- ✓ An Acute Crisis Center to provide emergency and other necessary health services for IDD individuals in the community who are in need of short term transitional crisis services. The Acute Crisis Center could include a crisis response team that could support the regional centers and deflection of individuals into existing developmental centers or more costly institutional services; a crisis hotline that could serve the region and possibly beyond; and specialized day programs. The Acute Crisis Center could focus on providing services that address the immediate crisis but also on the development of best practices that support the return of the individual to a community-based setting.
- ✓ A Health Clinic to include a focus on the specialized needs of IDD individuals and to provide a full array of services including primary care; care coordination; full array of dental services including preventative services, general and anesthetic dentistry; durable medical equipment and orthotics; behavioral; and preventative care. The clinics patients' could include individuals on site receiving specialized services; IDD patients living throughout the region; and non-IDD patients further integrating the clinic's operations with the community. The Health Clinic could be operated by the state, a private provider, non-profit, or through a public/private partnership. The Health Clinic could be a satellite of an existing clinic (FQHC or other) or could be a standalone.

- ✓ A Health Resource Center to include health education and programming, life skills and care management, wellness, exercise and nutrition classes, job training, etc. The Health Resource Center could provide a place for health care advocates to meet with residents, family, guardians, and the community for enrollment into health coverage, and to problem solve on issues of coverage, care and general health. The Health Resource Center could also provide an opportunity for residents and the broader community to gather and access the natural health environment, including walking paths, other outdoor exercise opportunities and meditation resources.
- ✓ Residential Health Services including housing for a subset of SDC residents with specialized needs should be considered in a transformed SDC. Residential health services could include housing for individuals with complex medical and behavioral needs; individuals in temporary crisis; and those who have prior unsuccessful transitions to a community setting and need a place of last resort while they gain additional services to assist them to successfully transition.

The North Bay Regional Center assists over 8,000 people living in Sonoma, Napa, and Solano counties to obtain services and supports they need to live in the community. The proposed transformation of the SDC could provide a valuable resource to individuals served by North Bay and other regional centers.

Today we are asking you to partner with us by indicating your support for this vision of a transformed SDC. We believe a transformed SDC can serve as a statewide model and can assist the North Bay Regional Center to further improve the lives of the individuals you serve.

Thank you for your consideration and support.



Supervisor Gorin, Chair
Sonoma County Board of Supervisors

Vendor Advisory Committee Report to the NBDDS Board of Directors

January 12, 2016 Submitted by Mike Huckins

The VAC met on Tuesday, January 12, 2016. Please refer to the minutes for the complete report. The December 8th VAC meeting was primarily a holiday potluck with advocacy videos and a few announcements.

Community Concerns/Clarifications: Courtney discussed the worksheet and process for submitting negotiated minimum wage rate adjustments.

Group reports were given.

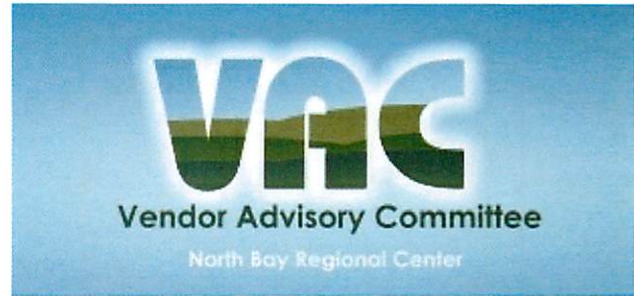
- **The Napa Solano Vendor Group:** No report.
- **The Sonoma Vendor Group** began discussing their 2016 Legislative Breakfast and is recruiting vendor volunteers.
- **NBHC:** Mary Eble provided a written report. The Vallejo housing project is slated to start soon. The full report was attached to the VAC minutes.
- **SCDD North Bay:** Lisa Hooks introduced herself and provided a summary of her experience and offered help to the vendor community.
- **Public Relations and Outreach:** No report.
- **Trade Associations:** The CDSA Public Policy Meeting will be in Rancho Cordova on February 2nd. The Annual Public Affairs Meeting/Legislative Meeting is early in March.
- **Board Report:** Mike reported on the new facility lease, the NBRC Board Meeting schedule and location changes, the New Leaf contract approval and the performance contract diversity measures.
- **NBRC/ARCA:** Bob reported that ARCA's next meeting is on January 22th. Bob discussed the extra money that is in the budget, but the Governor is only interested in a general rate adjustment if the managed care tax is voted in.
- **Dr. Michi Gates:**
 - ✓ There is a new wrap around service called Transitional Support Service.
 - ✓ Dixon HUD apartments are available.
 - ✓ Staff retirements and replacements were announced.
 - ✓ The CPP RFP interview will be completed soon.
 - ✓ Maura announced the DSP trainings coming up.
- **Disaster Preparedness:** The decision tree was discussed and vendors were encouraged to update their contact information before the January 22nd emergency communication exercise.
- **CASACC Call:** No report.

New Business: None

Announcements: Terri Rowland has been named Executive Director of Milestones. The Arc-Solano is hosting its 20th annual Oscar gala dinner auction event on 2/28/16 at Zio Fraedo's, Vallejo.

Next VAC Meeting: The next VAC Meeting will be on Tuesday, February 9, 2016.

VAC Meeting Minutes



Vendor Advisory Committee Meeting Minutes
 North Bay Regional Center, Napa
 January 12, 2016

1. Attendance	
a. Call to order	VAC Meeting held January 12, 2016 was called to order at 10:10 AM (PST). Chaired by Mike Huckins
b. Roll call. Quorum met? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Approval of Meeting Minutes: November & December meeting minutes: Carried to February meeting, quorum not present today. Agenda Approval: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Quorum not present today.	<u>VAC Membership</u> <input type="checkbox"/> Saanen Kerson (Vine Village) <input checked="" type="checkbox"/> Darelyn Pazdel (PRIDE Industries) <input type="checkbox"/> Karen Farnsworth (CPA) <input checked="" type="checkbox"/> Mike Huckins (The ARC Solano) <input checked="" type="checkbox"/> Lauren Meikeljohn (Becoming Independent) <input checked="" type="checkbox"/> Karen Lustig (Aldea Supported Living Services) <input type="checkbox"/> Linda Plourde (Bayberry, Inc.) <input checked="" type="checkbox"/> Holly Pagel (Connections for Life) <input type="checkbox"/> Kelley Hanson (PACE Solano) <input type="checkbox"/> Ali Tabatabai (New Leaf) <input checked="" type="checkbox"/> Andrea Mendoza (REI/CHDC) <u>NBRC Staff</u> <input checked="" type="checkbox"/> Michi Gates <input checked="" type="checkbox"/> Bob Hamilton <input checked="" type="checkbox"/> Hope Beale <input checked="" type="checkbox"/> January Crane <input checked="" type="checkbox"/> Isabel Calder <input checked="" type="checkbox"/> Maura McDonough <input checked="" type="checkbox"/> Courtney Singleton <input checked="" type="checkbox"/> Seneca St. James <u>General Members</u> <input checked="" type="checkbox"/> Adam Barngraff (Cal Mentor) <input checked="" type="checkbox"/> Adria Carsow (On My Own) <input checked="" type="checkbox"/> Angela Gonzalez (Bay Respite Care) <input checked="" type="checkbox"/> Beth Kahiga (Napa Valley Support Services) <input checked="" type="checkbox"/> David Mauger (C. House) <input checked="" type="checkbox"/> Dori McDonnell (Lifehouse Agency) <input checked="" type="checkbox"/> Doug Hillyard (ABright Future) <input checked="" type="checkbox"/> Elizabeth Sutton (North Bay Industries) <input checked="" type="checkbox"/> Jessica Sadowsky (People's Care) <input checked="" type="checkbox"/> Joetta Griffin (GFCH/Impact) <input checked="" type="checkbox"/> John Shea (Options 3, Inc) <input checked="" type="checkbox"/> Lisa Hooks (State Council on Developmental Disabilities) <input checked="" type="checkbox"/> Melissa Loucks (Wheelcare Express) <input checked="" type="checkbox"/> Renee Fannin (Lynn & Darla SLS) <input checked="" type="checkbox"/> Richard (Dunegarvin) <input checked="" type="checkbox"/> Sandi Trotter (R & D Transportation) <input checked="" type="checkbox"/> Stan Higgins (Oaks of Hebron) <input checked="" type="checkbox"/> Terri Rowland (Milestones) <input checked="" type="checkbox"/> Tony Kueter (People's Care)
2. Agenda changes/Additions	

3. Feature Presentation	Summary	Action/Follow-Up
	Nothing for this month.	
4. Community Concerns	Summary	Action/Follow-Up
	Nothing for this month.	
5. Group Reports		Action/Follow-Up
	<ul style="list-style-type: none"> • Napa Solano provider group – No meeting in December • Sonoma Provider group – Stan Higgins – preliminary discussion regarding annual legislative breakfast. The group asked for help from the VAC for the breakfast. The group meets on the 4th Tues of every month. A few individuals offered to help and Stan asked them to join the next meeting on January 22, 2016. • State Council on Developmental Disabilities: Lisa Hooks – Lisa is new to the Council. She offered a brief description of her background as well her contact information and the willingness to meet with anyone that can benefit from the Council’s program or surrounding programs. • North Bay Housing Coalition: Mary Eble not in attendance, however, sent a written report for the group to review. Please see attached. Mike read the report to the group. • Public Relations Committee – No report this month. • Trade Associations: <ul style="list-style-type: none"> ✓ CSLN – Nothing to report this month. ✓ Respite Association - Mike Huckins reported – Nothing for this month. Mike is no longer an officer of the organization, however, he is still a member and will continue to convey information to the committee. ✓ CDSA – Terri Rowland - Northern meeting is scheduled for Feb 2nd in Rancho Cordova. Annual public affairs meeting will be held in March. • Board Report – Mike Huckins reported – The Board approved and signed the lease for new NBRC office location. The move is slated for spring of 2016. The board meeting calendar was approved and Mike distributed a copy to everyone. The March board meeting will be held in Fairfield. The April board meeting has been approved for Santa Rosa. The New Leaf contract was approved. Two additional Service disparity measurements were approved for performance contract based on satisfaction measures. • NBRC / ARCA Report – Bob Hamilton – ARCA meeting is being held in Sacramento next week at the Alta Regional Center on January 15th. There appears to be money in the budget, not sure where it will fall out. Governor is not in favor of across the board increases, all need to work together on this. Mike handed out state budget summary. \$80 mil targeted for ARM adjustments. \$17 mil set aside for enhanced case management, an increase of 200 positions (six for NBRC) and only about one third of the need. “Funny money” in the budget, passing the Managed Care Organization tax money for provider rate relief but needs to be shared with other services. • Dr. Michi Gates – Service items: <ul style="list-style-type: none"> ✓ New wrap around service, Solano Transitional Support Service (TSS). TSS provides counseling, medication management, support in housing, access to community and 	

	<p>other support services. TSS has been successful at Alta Regional Center. This resource has been lacking at NBRC and now supplements existing services and does not replace current services.</p> <ul style="list-style-type: none"> ✓ HUD 811 apartments in Dixon with appropriate adult clients will live with seniors. NBRC is sharing the 11 spots with Alta Regional Center. Contact the service coordinator if you have anyone interested in the Dixon opportunity. Staff changes - Pat Capitani retired, Oran Hutton PhD, Psychologist retired. We have a fiscal position posted. A new Psychologist has been hired, Daniel Silva, PhD in Psychology. SIR Coordinator, Hailey, left to relocate with her family. Deanna Langley has been promoted to this position, (SIR Coordinator) June Ursini has accepted an offer as a Resource Developer. ✓ Updated on the transfer of payeeship to New Leaf; 33 clients left to transition. Sixty-day notices will go out to clients if they refuse to transfer to New Leaf. ✓ Community Services meeting continue tomorrow to review the plan for the CPP interviews which are ending this week. Dr. Gates attended the SDC public closure meeting last Saturday The group is asking for religious services in the community. ✓ Latest Regional Center disparity information has been posted on NBRC website. • Maura McDonough – DSP Training posted on NBRC website. They are scheduled from Feb 2 to March 10, Tuesday and Thursday and from May 10 to June 16. Both are from 10 to 1. Challenge exam will only be offered one time a NS/NC will equal fail and the individual must then take the course to receive a certificate. Shana Aloe is the trainer and has noted that we can offer trainings at different times for flexibility if the vendor community finds it helpful. • Courtney Singleton <ul style="list-style-type: none"> ✓ Automatic rate adjustments have been reviewed and the 5.82 & SLS rate increase have been completed. Overtime was also automatic and has been completed and all will show up during the Jan 22 check run. Sheets for minimum wage increase for negotiated rates are due to NBRC by March 31st. ✓ All forms for rate adjustments are located on the NBRC website (under vendor forms). Respite in home typically goes through DDS. The minimum wage rate increase does not include a reimbursement for people with disabilities. • Disaster Preparedness: Mike Huckins - Everyone should be developing a decision tree in the event of a disaster in their area. There will be an exercise using the Everbridge communication system as a test on January 22. • CASACC: No update this month. 	
6. Report	Summary	Action/Follow-Up
Policies Procedures Practices or Trends.	Nothing this month.	
7. New Business		
	Nothing to report this month.	

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8. Report	Summary	Action/Follow-Up
Announcements	<ul style="list-style-type: none"> • Terri Rowland – Five ICF homes in business, day program since 1993 and a medical component. Terri is the newly appointed Executive Director. • Mike Huckins – Fabulous 50s event scheduled for February 28th, see attachment. 	
9. Adjournment		
	Meeting adjourned at 10:54PM	

Minutes submitted by:
Darelyn Pazdel

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