



*Promoting Opportunities  
Supporting Choices*

*Sponsors of  
North Bay Regional Center  
and other programs  
for persons with developmental disabilities  
10 Executive Court  
Napa, CA 94558  
707-256-1224  
Fax: 707-256-1230*

## **MEETING NOTICE**

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

**DATE:** March 2, 2016

**TIME:** 5:00 – 7:00 p.m.

**PLACE:** **Solano County Office of Education**  
**5100 Business Center Drive**  
**Fairfield, CA 94534-1658**

### **Map & Agenda Enclosed**

**Board Related Meetings:** The next meeting of the Vendor Advisory Committee will be March 8, 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, March 2, 2016, 5:00 p.m.  
Solano County Office of Education  
5100 Business Center Drive, Fairfield, CA 94534**

**AGENDA**

- I. CALL TO ORDER – President Margi Stern
- II. ROLL CALL AND INTRODUCTIONS – Secretary (2 minutes for call to order, roll call, and introductions)
- III. CONSIDERATION OF MINUTES  
Minutes of the Regular Business Meeting of Feb 3, 2016 be approved as submitted. (3 min) (Pgs.1-8)  
ACTION
- IV. TREASURER'S REPORT  
Treasurer's Report for the period of January 1 – 31, 2016 be approved as submitted. (3 min) (Pg. 9)  
ACTION
- V. ANNOUNCEMENTS (10 minutes)
- VI. FEATURE PRESENTATION NBRC Website Primer – Pamela Madden Krall (20 min)
- VII. NEW BUSINESS
  - A. Draft Response to Supervisor Gorin's Request – Bob Hamilton ACTION
- VIII. COMMITTEE REPORTS
  - A. Executive Committee - Board Officers – Margi Stern, President; Walt Spicer, Vice President; Secretary Vacant; Franklin Phillips, Treasurer (3 minutes) ACTION
  - B. Vendor Advisory Committee – Mike Huckins – (10 minutes) (Pgs. 18-22) 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. 11-17)
  - C. Dave Johnson - Chief Financial Officer (10 minutes) (Pg. 10)
- X. LIAISON REPORTS
  - A. Association of Regional Center Agencies – Bob Hamilton (10 min) INFO
  - B. State Council on Developmental Disabilities - North Bay Regional Office – Lisa Hooks (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).

<b>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.</b>
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**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**

**MINUTES**

**NBRC BOARD MEMBERS PRESENT:**

Mike Huckins, ARC Solano, VAC Rep.  
Margi Stern, Interim President (Seated Herein)  
Barbara Power

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

**NBRC BOARD MEMBERS ABSENT:**

Joanne Tsai (Excused)

Rhonda Foster (Excused)  
Walt Spicer (Excused)

**STAFF PRESENT:**

Thomas Maseda, Director, Administration  
Dave Johnson, Chief Financial Officer  
Deanna Heibel, Associate Director Client Svcs.  
Jessica Gutierrez, IQM  
Christina Sinohui, Assessment Counselor  
Andrea Gomez, SC  
Mellanie Chavarin, SC

Bob Hamilton, Executive Director  
Kathy Newman, Exec. Assistant  
Courtney Singleton, Associate Dir. Client Svcs.  
Rick Burkett, Associate Director of IT  
Deanna Kirkpatrick Intake Dept. Manager  
Michi Gates, Director, Client Services  
Tammy Larsen, IQM  
Frank Valdovinos, SC

**GUESTS PRESENT:**

Ali Tabatabai, New Leaf Solutions  
Pat Walter, Parent/PHA  
Mike Lisenko, UCPNB  
Patty Hidalgo, Parent

Elizabeth Clary, UCPNB  
Lauren Micklejohn, BI  
Alisha Gutierrez, NBRC Dental Coordinator  
Lucia Bogacki, Parent  
Lisa Hooks, SCDD

**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 December 2, 2015 regular business meeting be approved as submitted. UNANIMOUS**

**TREASURER'S REPORT**

**M/S/C (Giroux-Greber/Edmonds-Norris) Move that the Treasurer's Report for the period of November 1 – December 31, 2015 be approved as submitted. UNANIMOUS**

**ANNOUNCEMENTS:**

- Bob Hamilton noted that North Bay Regional Center will host a Town Hall Meeting in Santa Rosa on March 9 at 9:30 at Cook Middle School in Santa Rosa and one in Napa on March 16 at 9:30 at ParentsCAN. The meeting is to learn about NBRC services, the role of the Service Coordinator, and what can be expected.
- Angel Giroux-Greber noted that the Child Care Forum Part 3 will be held February 25<sup>th</sup> from 6:30 to 8:30 p.m. in conjunction with the Children's Nurturing Project and Local Parents Group.
  - ✓ Patty Hidalgo, parent, noted the first two Child Care public forums were specific to the monetary gap for special needs child care in Solano County. The third forum is sponsored by Supervisor Skip Thompson and Assembly Member Jim Frasier. The goal of the forum is to find a solution for the gap amongst all providers and agencies. Patty formally invited Bob Hamilton to be a part of the forum. Pamela Madden Krall, Pam Porter, and Margi Stern attended the last two forums.

- ✓ Lucia Bogacki, parent, noted that the forum was formed because many Solano County families have the burden of caring for special needs children and wants the community to support families as much as possible. Many families do not receive respite due to In Home Support Services (IHSS). There are multiple issues preventing families from obtaining a continuum in services.
- Elizabeth Clary, UCPNB, announced the Sonoma County Transition Faire is scheduled to take place on February 10, 2016 from 4:00 – 7:00 p.m. at the Sonoma County Office of Education in Santa Rosa. The Transition Faire assists parents with resources in the community when their children prepare to graduate from high school.
- Bob noted the New Day Conference in Los Angeles sponsored by the ARC California. More information forthcoming.

**FEATURE PRESENTATION: NBRC Dental Coordinator – Alisha Gutierrez**

Deanna Heibel, NBRC Associate Director, Clients Services, introduced Alisha Gutierrez NBRC's Dental Coordinator. NBRC has been working with Alisha for approximately 15 years. It began as a Wellness Grant and once the grant ended, Alisha became a vendor. Alisha is a very strong advocate not only in NBRC's catchment area but in Sacramento and in maintaining dental services in our community. Alisha provided a brief overview of current events in the community.

- NBRC is fortunate to have dental coordination services and the ability to advocate for clients. NBRC is one of the only Regional Centers in Northern California to utilize Dental Coordination services which has enabled NBRC to have hospital based dental programs, a connection with the community/state representatives, and the ability to have a voice. Alisha noted that she is part of several groups that advocate for clients who have in turn shared their testimonies and concerns with the Little Hoover Commission. The Little Hoover Commission is an independent state oversight agency whose mission is to investigate state government operations and – through reports, recommendations and legislative proposals – promote efficiency, economy and improved service. The Commission is looking at dental services for Californians including people with developmental disabilities.
- In May 2014 Sutter Memorial Hospital announced that they would be discontinuing all dental services for clients. This announcement stirred up a fear amongst clients and program directors. Senator Steinberg developed a program that was able to keep Sutter Solano open to NBRC's more severely compromised clients that cannot be served in an ambulatory setting. The Department of Health Care Services continually stated that they did not see the biggest issue as access to care or rates. Alisha stressed that the biggest issue the system faces in accessing services for our clients are the low DentiCal and MediCal reimbursement rates. DentiCal and MediCal pays approximately \$.30 on the dollar. By the time lab fees and staff administration costs are deducted there is nothing left for the provider.
- Through advocating with the Little Hoover Commission and the MediCal Dental Advisory Committee in Sacramento, Senator Wolk met with group and instrumental in pulling together Partnership Health Plan, The Surgery Center, Alisha, etc., who were able to develop solutions and obtain a contract between VacaValley Surgery Center and Partnership Health Care Plan. Currently there is a temporary six month contract between the Surgery Center and Partnership Health Care Plan. In order to ensure this contract works MediCal Managed Care System is paying a higher flat rate to the Surgery Center. Hospital dental service is an ongoing task to keep the provider/hospital in place. We have a very good system for treating patients.
- How fast can individual clients be seen? Alisha noted that there are many moving parts to having a patient seen in the office and/or hospital. NBRC assures that every sedation case has a referral and a health history that is reviewed and compared to the criteria the hospital has. Communication with the medical provider is essential to assure everything runs smoothly. There must be a safe anesthesia program available. Having the ability and access to in-office providers needs work. This is a statewide system issue with the low rates as the number one complaint. Others feel that the

red tape and difficulty in dealing with billing MediCal is a huge issue. Many dentists don't feel adequately trained or comfortable with the "unknown" behaviors of people with developmental disabilities. Dentists are not very well trained in dental school to serve our population.

- The difficulty in attempting to preserve and save hospital services is the fact that there are only a few voices that continually attend meetings. Why aren't we hearing from other people? One of the solutions in moving forward is to encourage everybody to get involved, i.e., parents, care providers, clients, etc.
- NBRC catchment area is largely rural. We don't live in a large metropolitan area where we have access to dental graduates. DentiCal has not increased their rate to their dental providers in over 16 years.
- NBRC is fortunate to have an Executive Director/staff who support the dental coordinator and services for clients more than any other entity in California. The State needs to look at the services and raise the rate for providers.
- Rita Edmonds-Norris volunteered to assist Alisha in her advocacy efforts. Discussion followed.
- VacaValley, Sutter Solano, and Kaiser now see NBRC clients for sedation dental care.
- Bob noted interest in a conversation with Partnership Health Plan. Bob encouraged contacting Senator McGuire and his staff as he is a "welcoming ear" to NBRC needs.
- Harry commended Alisha for her wonderful efforts for our clients.

## **NEW BUSINESS**

### **A. Sonoma County Supervisor Gorin's Request for Support to Transform Sonoma Developmental Center (SDC):**

- Supervisor Gorin and Parents Hospital Association (PHA) are striving to maintain a federally qualified health clinic on the grounds of Sonoma Developmental Center to serve NBRC clients.
- SDC has approximately 400 residents left at SDC, most of which are served by North Bay Regional Center, Golden Gate Regional Center, and East Bay Regional Center.
- With a federally qualified health clinic, services can be improved for not only SDC residents but community members.
- The biggest deterrent of having a clinic located on SDC grounds is the location. It is rurally located with limited bus service available. It will be a multi-year process to achieve. The State has guaranteed that they won't surplus this property when the Center closes. They will work with the County and local governments to determine what the best use of the grounds will be. It will take General Services to lease land to a developer, have an RFP for a developer, have plans approved, have a Steering Committee, etc.
- NBRC is in support of the concept of a federally qualified health clinic on SDC grounds and has already sent a letter of support. The proposed clinic would serve NBRC's clients as well as those currently residing at the Center. The hope is to capture some of the specialized clinical staff that currently provide services at SDC.
- Stefan Betts, Director of Sonoma County Health Services, is also very much in support of the concept of establishing a health clinic. Discussion followed.
- NBRC currently has Requests for Proposal (RFPs), one of which has been approved to develop two four-bed crisis homes in the community. Discussion followed.
- Many NBRC clients have mental health issues but no diagnosis. County Mental Health won't treat clients without a diagnosis. It is imperative that clients remain safe and don't end up in a psychiatric facility, the criminal justice system, or worse. The goal is for clients to enjoy the experience of the community which is what the SDC closure is all about. Discussion followed.
- Harry and the Board requested Bob Hamilton to draft a response letter to Supervisor Gorin's for review by the Board at the March Board meeting.

### **B. Supported Living Contracts Approval – Dave Johnson – Any contract valued at over \$250,000 is presented to the Board for approval. Michi, Courtney, and team review contracts and send contract requirements to providers, which was completed January 31, 2016 this year. The vendors will receive**

a survey and a requirement to submit their audited financials before their contract can be approved. There are 23 Vendors who we pay over \$250,000 per year. \$3.7 Million is the largest SLS contract and \$260,000 is the smallest. Next fiscal year, NBRC will spend between \$38M - \$42M for SLS. Barbara Power suggested the Board convene to understand more of the funding involved in the Supported Living Services (SLS) process. A meeting will be scheduled with Michi and Courtney for funding questions. Discussion followed.

## COMMITTEE REPORTS

A. Executive Committee – Harry Matthews - Discussion and seating of Interim Board President. Harry has served his full term of seven years as of February 2016. Margi Stern, Secretary, volunteered to serve as interim President through June 30, 2016. Discussion followed.

**M/S/C (Huckins/Phillips) Move Approval of Margi Stern as interim President. UNANIMOUS**

B. Vendor Advisory Committee (VAC) – Mike Huckins

The VAC met on Tuesday, January 12, 2016. Please refer to the minutes for the complete report. The December 8<sup>th</sup> 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 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.
- Trade Associations: The CDSA Public Policy Meeting will be in Rancho Cordova on February 2<sup>nd</sup>. 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 22<sup>th</sup>. 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 22<sup>nd</sup> emergency communication exercise.

Announcements: Terri Rowland has been named Executive Director of Milestones. The Arc-Solano is hosting its 20<sup>th</sup> 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.

## EXECUTIVE DIRECTOR'S REPORT

*Bob Hamilton, Executive Director, Report:*

- The Governor's Budget has been briefly introduced. Bob noted the following:
  - ✓ The regional center system is projected to serve more than 300,000 individuals with developmental disabilities and their families in the budget year.
  - ✓ 847 remaining in the Developmental Centers.

- ✓ The 16/17 budget includes \$6.4 Billion, \$3.8 Billion for the General Fund. The rest is from the Federal Government with various waivers NBRC has.
- ✓ Sonoma Developmental Center, Fairview Developmental Center, and Porterville Developmental Center (part of which will remain open for forensic clients) will all close by 2021. The Governor is setting aside \$146M for this effort for this effort. It includes \$78M for Sonoma Developmental Center, \$29M for Fairview Developmental Center, and \$24M for Porterville. It also includes \$18M to resolve open workers' compensation claims through the Department.
- ✓ Since 2013/14 regional center costs have grown from \$2.5B to \$3.1B. This represents a 24-percent increase despite a freeze on provider rates.
- ✓ Caseload growth over the same period of time has only been 5.7 percent. The Department is working with the Regional Centers to figure out the cost drivers. Increases in autism services, an aging population, individuals transitioning from the developmental centers into the community, and individuals moving from their family homes into supported living arrangements, are all contributing to the increase.
- ✓ Many rates have been frozen for years, although rates have been increased recently for state and federal mandates such as minimum wage increases and overtime.
- ✓ The core staffing formula used to adjust regional center budgets based on the number of consumers served has not been adjusted for the majority of classifications since 1991.
- ✓ Under the Home and Community-Based Services Waiver, the federal government is mandating many changes to the delivery of services in the community. In recognition of these demands, the Budget includes \$80M for the following targeted investments in the developmental services system:
  - Establish four-bed Alternative Residential Model homes rate (\$46M set aside). The rates for these homes are old and were originally based on a six-bed model, so providers have two fewer beds from which to derive revenue while maintaining the same overhead. The smaller four-bed model is increasingly used by regional centers. A large portion of regional center clients living outside their family home live in Alternative Residential Model homes.
  - Case Managers (\$17M set aside for caseloads). The Federal government mandates a maximum caseload for each case manager employed by a regional center. That is approximately 200 additional caseworkers statewide when 600 are needed.
  - Compliance with Home and Community-Based Services Waiver requirements (\$15M set aside). The Department will target rate increases to providers to transition services like segregated day programs and sheltered workshops to models that are more integrated in the community and consistent with the Home and Community-Based Services Waiver.
- ✓ The Administration will also continue its work with the developmental services community to develop data-driven solutions to the issues facing regional centers and providers. Any additional targeted spending proposals are expected to be funded from the proposed extension of the managed care organization tax.
- ✓ There is a projected \$300M surplus funds that may be available statewide that will deal with MediCal rates issues.

*Michi Gates, Director, Client Services, Report:*

- Consumer Advocate, Randy Kitch, noted in his report (page 13) that voter registration for clients is up in both NBRC's Napa and Santa Rosa offices.
- NBRC has two new vendors, one of which is a Behavioral Services Agency as well as a UCP Senior Day Program in Rohnert Park.
- DDS 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. The trainings will occur at the Napa NBRC office.

- Rate adjustments have been made for vendors relative to the Fair Labors Standard Act that changes rules regarding over time and minimum wage increase. Michi thanked Courtney and her team and the Fiscal Department for processing the 5.8% increase and distributing payment to providers.
- NBRC is in the process of completing Request for Proposal (RFP) interviews for Resource Development for the Sonoma Developmental Center closure. Michi thanked Pat Walters for attending the interviews representing family members at SDC. Michi thanked Courtney and her team and Tara Knudson and her Resource Developers on a job well done.
- SDC: Parent Hospital Association (PHA) meeting was held in January. A topic of real concern noted by family members is a lack of a true state staff program with the closure of SDC. When Agnews Developmental Center closed, the State workers were able to retain their salary and benefits but work in the community with providers as clients transitioned. This program has not been replicated since then.
- Monthly parent meeting at SDC regarding closure with the focus on health services. Alisha Gutierrez was present to address issues surrounding dental services. Dr. Stephan Betts provided a presentation regarding the proposal to develop a federally qualified health clinic in the Santa Rosa area.
- NBRC continues to work on the behavior health services transition to Partnership Healthcare Services. There will be no gap in services during the transition.
- In addition to hiring new Service Coordinators and Resource Developers, NBRC has also hired an Intake Physician. She is not licensed in California and is in the process of becoming licensed. Once she obtains her license, she will begin.
- Jake Stebner, Attorney at Law, is NBRC's new Legal Specialist effective February 1, 2016.
- Deanna Kirkpatrick, Intake Department Manager, provided a brief overview of NBRC Intakes/data for 2015.
  - ✓ In 2015 the Intake Department received 424 intake referrals compared to 377 in 2014, which is a 12.5% increase. This included applicants over three sent to NBRC by doctors, schools, the court system, and friends and families in the community.
  - ✓ NBRC averages approximately 80 plus Intake calls per week.
  - ✓ This year a new Intake Referral Coordinator position was added so turnaround callbacks are down to two days.
  - ✓ 2015 Intake Team met 100% of the timelines (also met in 2014).
  - ✓ There were 62 intakes for the month of October 2015 alone. Never know which months are going to be busier.
  - ✓ In 2014, 53% of intakes qualified under Intellectual Disabilities compared to 42% for 2015.
  - ✓ Autism intakes were 42% in 2014 and 47% for 2015. We have clients who qualify for services with more than one diagnosis.
  - ✓ There were 16 appeals on eligibility submitted in 2014 compared to 15 in 2015. Most appeals were withdrawn with a few going to Fair Hearing. Kudos to Dr. Todd Payne and attorney Jack Bengel for handling these appeals. If a Claimant requests an "Informal Meeting", oftentimes Todd is able to explain the process/criteria and how NBRC came to a decision of determining Claimant ineligible for services, thereby withdrawing their request for hearing.
  - ✓ Bob noted that we are showing 50% in Intake for autism yet only 22% of total population have a diagnosis of autism. There are two categories that a person has to qualify for eligibility. The first is having a qualifying condition, i.e., Autism, Epilepsy, Cerebral Palsy, and 5<sup>th</sup> category. Second a person has to meet three out of seven conditions (five conditions for children and seven for adults).
  - ✓ Lisa Hooks, SCDD noted that the majority of the parents don't understand what qualifying conditions consist of. Discussion followed.



- Pamela Madden Krall, Training Coordinator, conducts NBRC orientations every month. Michi suggested Lisa connect with Pamela regarding some of these issues and resources available to families.

*Dave Johnson, Chief Financial Officer, Report:*

- NBRC received the draft results for the independent audit. It was "clean" with no material discrepancies.
- Dave expressed gratitude and warm regards to Harry for his financial expertise and guidance and that it was a pleasure to have worked with him.
- Dave congratulated Bob Hamilton on ten great years at NBRC.
- At the most recent Chief Operating Officer Statewide meeting, there was a lot of focus on Purchase of Service and why the Regional Center doesn't understand it. The Federal government is very mindful of what the State Department of Finance is spending money on. The Developmental Centers are required to reimburse the Feds for overbilling \$54M. The Department of Finance is now auditing the Department.
- No audited financials of any regional center are identical. The Department of Finance is trying to gather data to compare but no data is the same.
- The rate freeze is causing a lot of problems because we can't get new vendors etc.

**LIAISON REPORTS**

**A. Association of Regional Center Agencies (ARCA) – Bob Hamilton (10 minutes):**

- ARCA met in Sacramento on January 21 & 22 at ACRC. The Department was in attendance via conference call. The Department told Regional Centers to locate vendors who have programs that need help so they can frame it into a rate increase. It isn't always about the rate but about the eroded capital structure. "A Long Road out of Eden" as the Eagles say.
- DDS is hiring more auditors so that they can audit vendors. They are also creating another program consisting of ten people that will establish aggregation of numbers across the system.
- DDS will provide Regional Center system funding to contract compliance positions to work with provider community to see how they are doing with the new CMS rules.
- Harry not only carries a heavy load as the President, he has served as the ARCA Representative. Bob expressed gratitude to Harry for understanding what is going on in the system and keeping abreast of all the issues. The ARCA Board is comprised of a Board member from each Regional Center and its Executive Director. There are 21 Board members and 21 Executive Directors that attend this meeting. The group votes on system-wide issues and are asked to testify at legislative hearings and meet with legislators who need assistance. The Board has a delegates meeting Thursday evening and then meets from 8:00 a.m. to Noon on Friday morning for the ARCA Board meeting.
- Franklin Phillips volunteered to attend ARCA on March 17<sup>th</sup>.

**B. State Council on Developmental Disabilities/North Bay Regional Office – Lisa Hooks - (10 minutes):**

- SCDD was audited and because they receive federal funding, the auditor told them they should not be providing certain services. The focus should/will be totally systemic. SCDD will continue to receive complaints on behalf of clients but direct people to the local regional center followed up by an email to the Service Coordinator and Supervisor and/or Office of Clients Rights.
- Lisa will be working with NBRC on disparity data issues, community meetings, and the best way to outreach to parents.
- Lisa will also be working with staff involved in Self Determination.
- Lisa is the lead on the Early Start for the State Council for the five-year SCDD State Plan. One of her goals is how to obtain Early Start referrals and disseminate materials regarding Early Start issues.
- Emergency Preparedness registry. Lisa is working with emergency sites with local communities

to assure they have medications stored for our target population.

- Public safety regarding law enforcement issues. SCDD conducts a statewide training of police cadets on how to better understand people with developmental disabilities.
- Grants to provide training to law enforcement agencies.
- UC Davis MIND Institute is holding a meeting on alternatives to conservatorships. Lisa encouraged everyone in attendance to let SDC families know. Date and location to be announced.
- Military families – Lisa requested an opportunity to work with Service Coordinators who have military families on their caseload to assure a continuum of services when they move.
- SCDD is in the process of redesigning their webpage to include generic resources for all counties. This will increase seamless services and allow families to transition and successfully navigate their way through the system.
- SCDD is in the process of offering grants for next year's cycle. SCDD is requesting each regional area offer two service ideas that are important and needed for individual areas. SCDD would like to provide grants for training or services on these topics. Grant application is on the SCDD website.

**GENERAL PUBLIC COMMENT:** None

**GOOD OF THE ORDER:** Bob and the Board honored Harry with an award and flowers in recognition of his seven years of service as a Board member. Harry will be greatly missed!!

**ADJOURNMENT – M/S/C (Power/Huckins) Move to adjourn the meeting at 7:45 p.m. UNANIMOUS**

**NEXT MEETING ANNOUNCEMENT** – The next regular business meeting of the Board is scheduled for March 2, 2016 at Solano County Office of Education at 5:00 p.m.

**North Bay Regional Center  
Franklin Philips Horn NBRC Treasurers' Report  
For the Month of January 2016**

In January 2016 NBRC's board money market account increased by \$2 to end the month with a balance of \$50,326. The increase was due to interest.

The board checking account ended the month with a balance of \$2,843, no change from last month.

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

58% of the year elapsed

As of January 31, 2016

	<u>Allocation/B-1</u>	<u>YTD Actual</u>	<u>% Total</u>		<u>Forecasted</u>		<u>Forecasted</u>
			<u>POS</u>	<u>Var/ Alloc</u>	<u>Spending</u>	<u>YTD Act + Fcst</u>	<u>Surplus (Deficit)</u>
<b>Purchase of Services (POS)</b>							<u>From Allocation</u>
Day Programs	\$ 21,291,667	\$ 20,684,960	25%	\$ 606,707	\$ 15,800,000	\$ 36,484,960	\$ 15,040
Supported Living Services	23,916,667	23,419,015	28%	497,652	17,750,000	41,169,015	\$ (169,015)
Community Care Facilities	17,791,667	17,685,634	21%	106,033	12,750,000	30,435,634	\$ 64,366
Behavioral Services	11,520,833	11,428,916	14%	91,917	8,250,000	19,678,916	\$ 71,084
Other	14,523,812	13,603,784	16%	920,028	10,000,000	23,603,784	1,294,179
<b>Total POS services</b>	<b>\$ 89,044,645</b>	<b>\$ 86,822,309</b>	<b>103%</b>	<b>2,222,336</b>	<b>\$ 64,550,000</b>	<b>\$ 151,372,309</b>	<b>\$ 1,275,654</b>
Receipts from ICFs for SPA services	(2,916,667)	(2,900,000)	-3%	(16,667)	(2,100,000)	(5,000,000)	-
Community Placement Plan (CPP)	642,167	360,256	0%	281,911	12,800,000	13,160,256	379,485
<b>Total POS &amp; CPP Services</b>	<b>\$ 86,770,145</b>	<b>\$ 84,282,565</b>	<b>100%</b>	<b>\$ 2,487,580</b>	<b>\$ 75,250,000</b>	<b>\$ 159,532,565</b>	<b>\$ 1,655,139</b>
<b>Operations Expense (OPS)</b>							
Personnel	\$ 6,125,000	\$ 5,992,077	61%	132,923	\$ 4,600,000	\$ 10,592,077	\$ (92,077)
Benefits	2,260,417	2,178,364	22%	82,053	1,700,000	3,878,364	(3,364)
Facilities/Insurance	1,020,833	1,046,502	11%	(25,669)	675,000	1,721,502	28,498
Equipment / General office	332,500	312,533	3%	19,967	250,000	562,533	7,467
Communications	70,000	60,629	1%	9,371	60,000	120,629	(629)
Mileage	134,167	132,536	1%	1,631	100,000	232,536	(2,536)
Legal	116,667	73,144	1%	43,523	75,000	148,144	51,856
Consultants	140,000	216,326	2%	(76,326)	75,000	291,326	(51,326)
Other Expenses	4,192	(125,811)	-1%	130,003	70,000	(55,811)	62,998
<b>Total Operations Expense</b>	<b>\$ 10,203,776</b>	<b>\$ 9,886,300</b>	<b>100%</b>	<b>317,476</b>	<b>\$ 7,605,000</b>	<b>\$ 17,491,300</b>	<b>\$ 887</b>
Community Placement Plan (CPP)	642,167	769,782		(127,615)	129,500	899,282	53
<b>Total OPS &amp; CPP Expenses</b>	<b>\$ 10,845,942</b>	<b>\$ 10,656,082</b>		<b>189,860</b>	<b>\$ 7,734,500</b>	<b>\$ 18,390,582</b>	<b>\$ 940</b>
<b>Total</b>	<b>\$ 97,616,087</b>	<b>\$ 94,938,647</b>		<b>\$ 2,677,440</b>	<b>\$ 82,984,500</b>	<b>\$ 177,923,147</b>	<b>\$ 1,656,079</b>
<b>DDS Contract Allocations 2015/16</b>	<b>Date Received</b>	<b>POS</b>		<b>Operations</b>	<b>CPP</b>	<b>Total</b>	
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%
<b>Total Allocation</b>		<b>\$ 166,187,704</b>		<b>\$ 17,492,187</b>	<b>\$ 1,100,857</b>	<b>\$ 184,780,748</b>	<b>100%</b>

PI



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**  
**FEBRUARY 1 – 29, 2016**

Day Program (15-36)	<u>Reason for Appeal:</u> Claimant appeals eviction from Day Program. <u>Ruling:</u> Fair Hearing pending.
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 withdrawn.

## **CONSUMER ADVOCATE REPORT**

**February 19, 2016**

The self-advocacy/support groups will start back up in March. As you know 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 began on February 1<sup>st</sup> 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.

There will be a Self-Advocacy Conference sponsored by the Supported Life Institute in May and more information will be available in March.

I continue to assist service coordinators with their cases and I'm still the DDS Conservator designee. We have some challenging cases.

Thank you.

Submitted by:

Randy Kitch

# NBRC Resource Development and Quality Assurance

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

- Written Translation Services-Paula Trejo
- Adaptive Skills Trainer-Inclusion Services, LLC

## Quality Assurance

The NBRC Quality Assurance unit welcomes a position to work with Service Providers and Service Coordinators on living options for individuals served by NBRC. This position will be filled shortly.

Direct Support Professional trainings are now being held at NBRC's Napa office. DSP Year 1 is currently in session and DSP Year 2 will begin in May. Please use the below link to find out more information.

\*Click <http://www.dsptrain.org/> to register.

## Trainings/Presentations

New Leaf Training: Happened on February 17th at NBRC's Napa Office

Vendors and NBRC staff joined Ali Tabatabai for an in-depth training on New Leaf Solutions! Answers to questions about New Leaf's role as representative payee were answered.

New Provider Orientation: **Become a Residential Services Provider**  **May 11th 9:30 to 5:00**

**Topics Covered:** Overview of California Title 17 regarding Residential Services; Clients' Rights; Steps to becoming a vendor; Creating a good program design; Regional Center monitoring responsibilities and processes; maintaining proper records and Special Incident Reporting.

**Who Should Attend:** Potential NBRC Residential Providers; current Administrators who are interested in opening another home, and who have not completed a New Provider Orientation within the past two year; and Adult Family Home Agency employees.

**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 ended 1/29/16. NBRC is grateful to all those individuals and agencies that applied. Announcements of those selected will be available on the NBRC website soon.

NBRC would like to thank the Request for Proposal Committee this year. It was a long process and we appreciate all of the dedication to individuals served by NBRC who will benefit from these services.

## Rate Adjustments

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/>



**Federal Revenue Department Board Report for Quarter 3,  
January-February-March, 2016**

- **Goals:** Our semi-annual target for the 15/16 fiscal year is to have an enrollment total of 3758 individuals into the Medicaid Waiver program by 3/31/16. These targets have been established by DDS along with the requirement to add clients to the waiver monthly. Missing our target or not adding monthly can result in the withholding of federal funds in our operations budget and less POS (purchase of service) reimbursement.
- **Status:** As of 1/31/16, NBRC has 3737 individuals enrolled in the Medicaid Waiver program, with an additional 21 individuals to add by 3/31/16. This represents 52.2% of all active clients eligible for Federal Financial Participation (FFP).
- **Audits:**
  - **HCBS Audit**

California's Department of Developmental Services (DDS) and Department of Health Care Services (DHCS) completed a Medicaid Waiver audit May 11<sup>th</sup> - 22<sup>nd</sup> at NBRC. Preliminary findings from this Medicaid Waiver audit were minimal and considered positive. NBRC still has not been presented the official audit findings from DDS.
- **Training:** Department Manager and Federal Revenue staff provided New Employee and unit trainings for Service Coordinators in the months of January and February, and scheduled for March that reviewed:
  - An overview of General Audit Checklist requirements
  - The Federal Definition of Case Management
  - Title 19/Targeted Case Management (TCM) notes
  - Completion of the Annual IPP Review form, as required per regulation
  - Client Development and Evolution Reports (CDER) requirements and instructions
  - Time Study instructions and requirements
- **DDS/NBRC updates:**
  - **1915 (i) SPA**

NBRC has volunteered to be one of the first Centers to pilot the implementation of managing the 1915(i) SPA (State Plan Amendment) beginning March 1<sup>st</sup>. NBRC will be receiving the SANDIS system upgrade as well as the list of clients that DDS has determined are eligible for this federal reimbursement.

The 1915(i) SPA was submitted by DDS in 2008 and has been approved by Centers for Medicaid Services (CMS). The state has been enrolling eligible clients since the formal approval in 2014. The 1915(i) SPA will allow California to receive federal funding for POS services for individuals who may not qualify for Medicaid Waiver, but will not provide funds for operational expenditures for Centers at this time. The additional workload of verifying eligibility will be absorbed by the current Federal Revenue staff



(2.5 FTEs). Service Coordinators will be required to conduct annual IPP reviews and update CDERs, just as they do for the Medicaid Waiver program.

### **Self Determination Program**

The NBRC Self Determination Advisory Committee met on February 25 at North Bay Regional Center (NBRC), 25 Executive Court, Napa. For this meeting, Committee members proposed the following Agenda Items:

- Election of a Chairperson
- Update on the Self Determination Program
- Discussion of Emerging Issues
- Update of DDS created trainings for participants

### **Nursing Home Reform**

DDS will be attempting to capture additional FFP by requesting discharging LTC facilities request Pre Admission Screening and Resident Reviews (PASRRs) to be conducted by Centers, not just upon admission. The additional workload of processing these Level II PASRRs will be absorbed by the Federal Revenue unit.

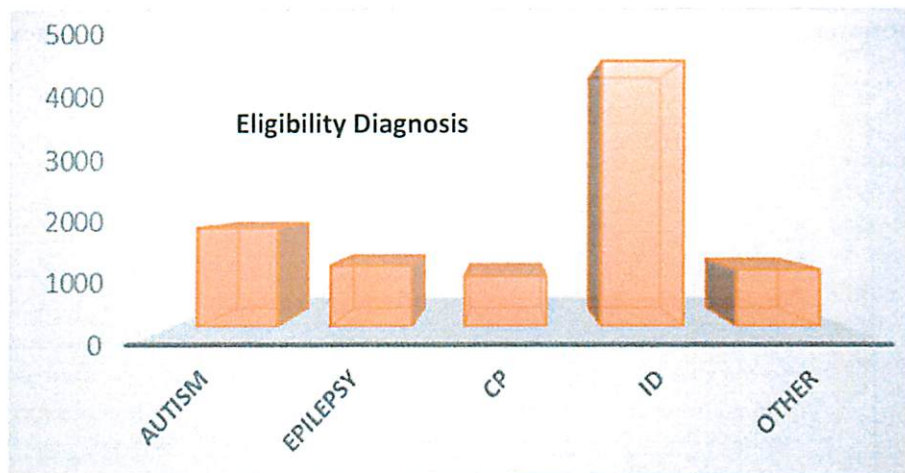
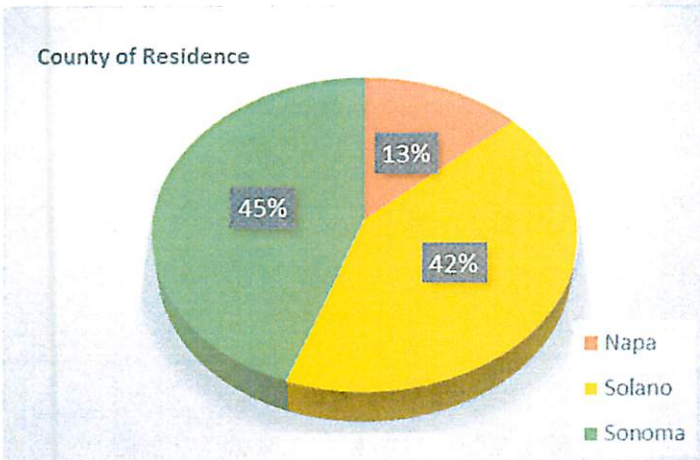
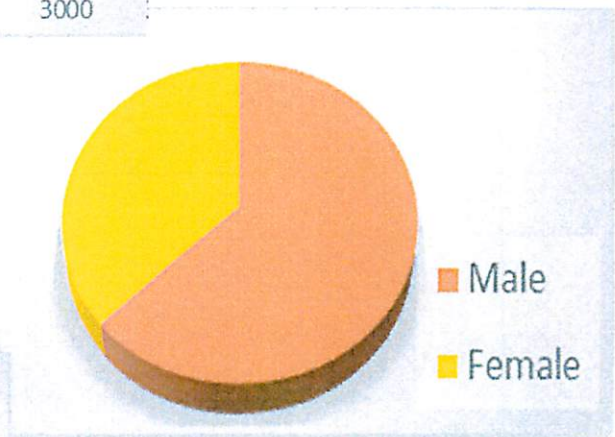
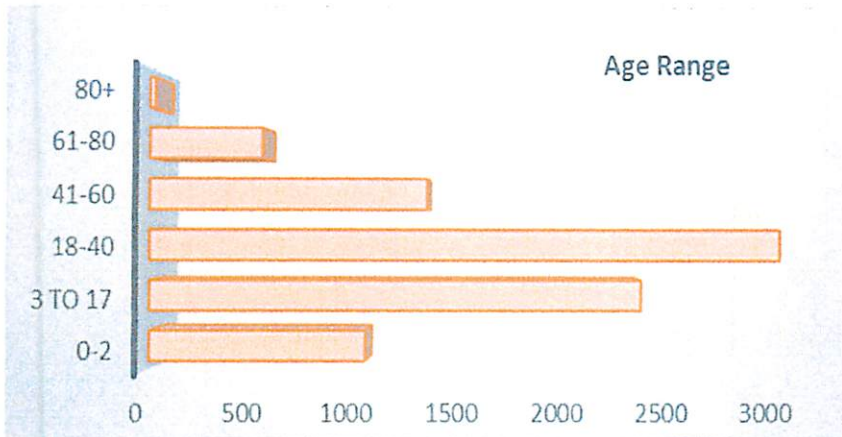
### **Money Follow the Person Demonstration Grant**

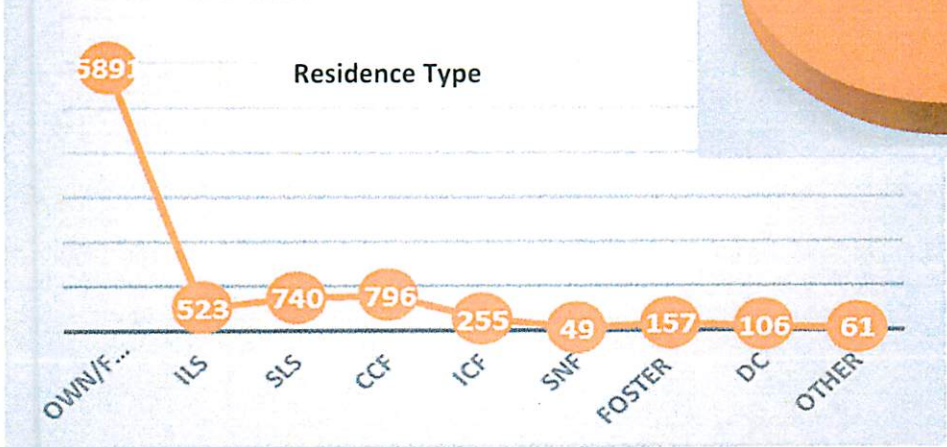
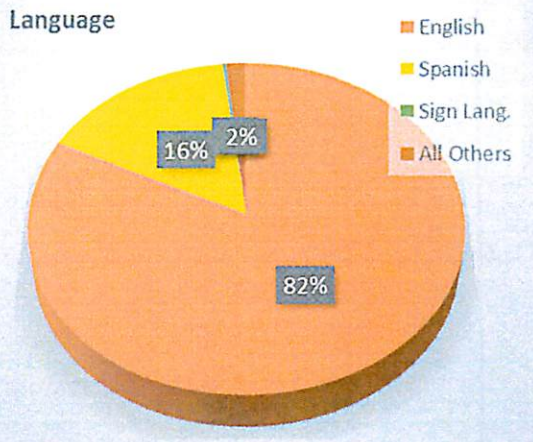
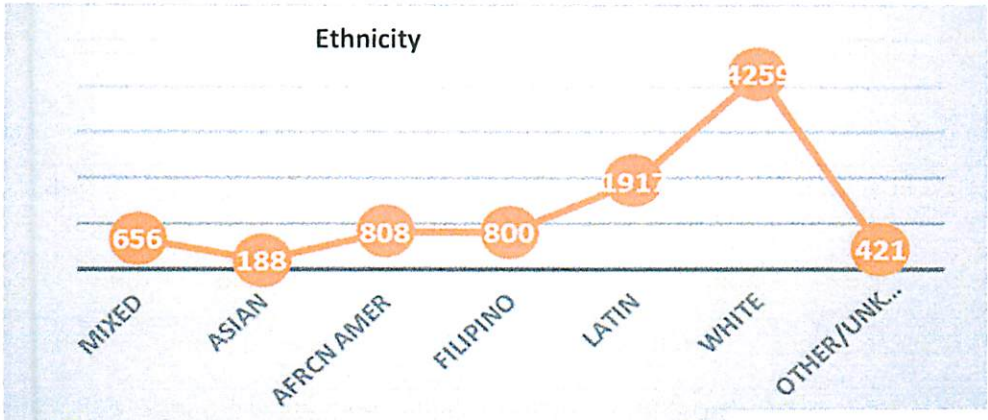
Currently, 35 clients are being tracked for eligibility for the MFP Grant federal reimbursement, with more anticipated as a result of the closure of Sonoma Developmental Center. The MFP Enhanced federal monies (75% reimbursement on qualifying purchases; no Operations match) are available for those individuals transitioning from an institution to the community. Regional Centers are required to enroll all eligible and willing consumers in MFP if they transition from any licensed health care facility defined as an institution (e.g., developmental center, SNF, ICF) to a *4-bed or less* community living arrangement (including the consumer's family home, community care facility, or a supported living arrangement).

- **NBRC Agency Support:** The Federal Revenue Department will continue to provide trainings and support to service coordinators and supervisors in order to assist with coming into compliance with Federal regulations. The Federal Revenue Department will do so by:
  - Providing support with ongoing MW enrollment and duties
  - Help transition into the 1915(i) SPA
  - Track the Client Development Evaluation Report (CDER)
  - Record and analyze forensic data integrity
  - Provide ongoing support to staff during all audits
  - Focus on proper Targeted Case Management notes
  - Time Study training and preparation (Time Study scheduled for May, 2016)
  - Money Follows the Person grant tracking to capture FFP for DC movers

# NBRC Case Management Report

NBRC Total Clients: 8,578





MONTH	Intake		Closed or Inactivated During Assessment		# of Reactivation Eligible Cases		Transferred In Other		Gross New Consumers		Graduate EI
	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	
01/16	84	38	20	19	5	18	7	0	76	37	44
02/16								0		0	
03/16								0		0	
04/16								0		0	
05/16								0		0	
06/16								0		0	
07/16								0		0	
08/16								0		0	
09/16								0		0	
10/16								0		0	
11/16								0		0	
12/16								0		0	
016 TOTAL		38		19		18		0		37	total
2016 Avg.		38		19		9		0		3	mo. Aver.

# Vendor Advisory Committee Report to the NBDDS Board of Directors

February 9, 2016 Submitted by Mike Huckins

The VAC met on Tuesday, February 9, 2016. Please refer to the minutes for the complete report.

**Community Concerns/Clarifications:** Transportation service turnaround time to get services started or rerouted was addressed. Courtney Singleton is the point person for concerns and will work with Service Coordinators to speed up the new process.

**Announcements:** Rick Burkett reported on how the first test of the Everbridge disaster communication response system worked. Suzette Soviero reported on the progress of the Friends of North Bay and requested Vendor participation with sponsorships or auction items.

**Vendor Relations Survey Presentation** was made. Specific recommendations were highlighted by various VAC members.

**Group reports** were given.

- ✓ **The Napa Solano Vendor Group:** No report.
- ✓ **The Sonoma Vendor Group** continued planning the 3/11/16 Legislative Breakfast in Santa Rosa.
- ✓ **NBHC:** Vallejo facility for the homeless is being rehabbed. Mary will do a demonstration on the disaster prep. Decision tree.
- ✓ **SCDD North Bay:** No report.
- ✓ **Public Relations and Outreach:** No report.
- ✓ **Trade Associations:** CDSA Leg Affairs Conference is on March 1-3, Cost Data Sheets are also being submitted for supervisory staff. Linda will present on ANCHOR federal updates at a future VAC meeting.
- ✓ **Board Report:** Mike reported on the Dental Coordination report, the Sonoma County Supervisor support letter for SDC alternative services, Supported Living Contracts being renewed by early March, Harry Matthews concluding his tenure as Board President, Margi Stern accepting the Interim Board President position. The Intake process was also discussed and the March 2<sup>nd</sup> meeting will be in Fairfield.
- ✓ **NBRC/ARCA:** No report.
- ✓ **Dr. Michi Gates:** New staff hires were announced. The SLS checklist for when Consumers moved will be shared with vendors. A partnership behavioral service for youth was provided. NBRC vendor audit will be in July. NBRC's move is anticipated in May. High cost services are being reviewed by the State. Info on the MCO Tax proposal to help fund our service system was updated. The CPP RFP interviews will be finished 2/10.
- ✓ **Disaster Preparedness:** Test reported above.
- ✓ **CASACC Call:** No report.

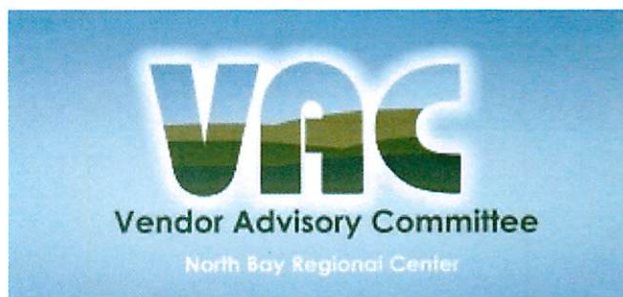
**Policy/Procedure Update:** None

**New Business:** None

**Announcements:** New Leaf co-hosted a social security training. Only 20 to 30 Consumers to transition to New Leaf at this point. The Sonoma County Transition Fair is on February 10<sup>th</sup>.

**Next VAC Meeting:** The next VAC Meeting will be on Tuesday, March 8, 2016.

# VAC Meeting Minutes



Vendor Advisory Committee Meeting Minutes  
 North Bay Regional Center, Napa  
 February 9, 2016

1. Attendance	
a. Call to order	VAC Meeting held February 9, 2016 was called to order at 10:10 AM (PST). Chaired by Mike Huckins
b. Roll call. Quorum met? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Approval of Meeting Minutes:  November & December meeting minutes: November, December, January minutes MSC. Mike, Ali  Agenda Approval: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  With 2 additions, below.	<p><u>VAC Membership</u></p> <input checked="" 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 type="checkbox"/> Lauren Meikeljohn ( Becoming Independent) <input checked="" type="checkbox"/> Karen Lustig (Aldea Supported Living Services) <input checked="" type="checkbox"/> Linda Plourde (Bayberry, Inc.) <input type="checkbox"/> Holly Pagel (Connections for Life) <input checked="" type="checkbox"/> Kelley Hanson (PACE Solano) <input checked="" type="checkbox"/> Ali Tabatabai (New Leaf) <input checked="" type="checkbox"/> Andrea Mendoza ( REI/CHDC )  <p><u>NBRC Staff</u></p> <input checked="" type="checkbox"/> Michi Gates <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  <p><u>General Members</u></p> <input checked="" type="checkbox"/> Adam Barngraff (Cal Mentor) <input checked="" type="checkbox"/> Amanda Jeffries (Connections for Life) <input checked="" type="checkbox"/> Amelia Pepper Day (CA Mentor) <input checked="" type="checkbox"/> Angela Gonzalez (Bay Respite Care) <input checked="" type="checkbox"/> Brayden Holtzinger (Dungarvin) <input checked="" type="checkbox"/> Brian Kelly (ACS) <input checked="" type="checkbox"/> David Mauger (C. House) <input checked="" type="checkbox"/> Doug Hillyard (ABright Future) <input checked="" type="checkbox"/> Elizabeth Clarey (UCP of the North Bay) <input checked="" type="checkbox"/> Jeremiah Frey (Maxim Health Care Services) <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"/> Kandi Cotter (Liberty) <input checked="" type="checkbox"/> Lisa Hooks (State Council on Developmental Disabilities) <input checked="" type="checkbox"/> Melissa Loucks ( Wheelcare Express) <input checked="" type="checkbox"/> Michelle Ramirez ( On My Own) <input checked="" type="checkbox"/> Nicole Cavalino (R & D Transportation) <input checked="" type="checkbox"/> Richard Merkert (Dungarvin) <input checked="" type="checkbox"/> Shannon Steele (Skills for Life) <input checked="" type="checkbox"/> Stan Higgins (Oaks of Hebron) <input checked="" type="checkbox"/> Sukhbeer Singh (Inclusion Services) <input checked="" type="checkbox"/> Terri Rowland (Milestones)

<b>2. Agenda changes/Additions</b>		
	Add an announcement – Ali Tabatabai Add an update on Everbridge System Test – Rick, NBRC	
<b>3. Feature Presentation</b>	<b>Summary</b>	<b>Action/Follow-Up</b>
	<ul style="list-style-type: none"> <li>• Everbridge test results: Rick Burkett – Test went well and the system worked. 96 vendors responded. Everbridge ensures mass communication with NBRC, and automatic contact within a two-hour limit. Vendors are encouraged to call NBRC (Megan Dee, 256- 1114) with updated phone numbers.</li> <li>• Suzette Soviero – Friends of North Bay / Sprouts Film Festival – Friends is separate from NBRC and funded by donations to provide assistance/services that cannot be funded through the State of California. Suzette hosts an annual Halloween event to raise money for Friends. Suzette is seeking assistance from the VAC, and donations of silent auction items. How can the VAC partner with the foundation? Assist Suzette to host a film festival. Mr. Anthony DiSalvo takes the Sprouts Film Festival on tour which has never been to California. Suzette would like the group to sponsor and assist with the festival which features films with individuals with disabilities. Handouts available with details regarding the foundation. Suzette has Facebook page as well.</li> <li>• VAC Vendor Survey – Power Point Presentation</li> </ul>	
<b>4. Community Concerns</b>	<b>Summary</b>	<b>Action/Follow-Up</b>
	<p>Transportation – Terri Rowland</p> <ul style="list-style-type: none"> <li>• What is the process for routing individuals? Turnaround time for transportation services is lengthy. Nicole Cavalino, R&amp;D had no answer, but will address at a later date.</li> <li>• Joetta Griffin noted issues with people changing living addresses without changing route. Taking up to two months to get them back onto the van.</li> <li>• Kelley Hanson noted that when a client moves, R&amp;D now has to conduct the mobility assessment and go through protocol to make sure that the transportation fits with the new trailer bill requirements to include the Transportation Access Plan.</li> <li>• Courtney Singleton stated that as soon as you know that there will be a change, let the Service Coordinator know to speed up the new process. If you need help, call Courtney Singleton.</li> </ul>	
<b>5. Group Reports</b>		<b>Action/Follow-Up</b>
	<ul style="list-style-type: none"> <li>• Napa Solano provider group – No meeting in January</li> <li>• Sonoma Provider group – Stan Higgins – Planning Legislative Breakfast, March 11<sup>th</sup>, 8:00 AM downtown Santa Rosa State building. All invited to attend.</li> <li>• State Council on Developmental Disabilities: Lisa Hooks – Nothing to report this month.</li> <li>• North Bay Housing Coalition: Mary Eble not in attendance – Linda reviewed written report. Vallejo unit for homeless families now open. May will offer a demonstration on the Decision Tree when she returns. Roommate matching program will expand effort to colleges to match roommates. This will launch in March.</li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Public Relations Committee</b> – No report this month.</li> <li>• <b>Trade Associations:</b> <ul style="list-style-type: none"> <li>✓ <b>CSLN</b> – Linda noted that a conference is scheduled in April. Key topics will be labor law, an attorney will present who is familiar with labor law. Lanterman Coalition involves at least 20 organizations to have one voice at the Capitol. Brown not sharing general fund unless the Republicans vote in MCO tax.</li> <li>✓ <b>Respite Association</b> Nothing to report this month.</li> <li>✓ <b>CDSA</b> – Legislative open policy meeting scheduled for March 1-3 2016. Michelle Ramirez noted that cost data sheet is due the end of March. CDSA / DDS asking for two submissions or an addendum. Write a letter stating costs to keep managers employed as the minimum wage increases.</li> <li>✓ <b>ANCOR</b> – Linda – Linda will share a PowerPoint presentation next month regarding current legislative and budget concerns. Equal Access rule = equal access to services. Overtime Exemption Rule; legislation; homecare rule (overtime / companionship rule); HCBS rule. Linda will send the PowerPoint to Maura and she will add to the NBRC vendor newsletter.</li> </ul> </li> <li>• <b>Board Report</b> – Mike Huckins reported <ul style="list-style-type: none"> <li>✓ The Board met on Feb 3<sup>rd</sup>. Alisha Gutierrez, NBRC Dental Coordinator, presented on dental care.</li> <li>✓ Sonoma County Supervisor, Susan Gorin, requested Board support of the concept of a federally qualified health clinic on the grounds of SDC. No action was taken but NBRC staff will present more information regarding Supervisor Gorin’s ideas. Supervisor Gorin wishes to maintain the specialized clinical staff currently employed at SDC after the Center closes. The location of the SDC in a rural area makes it difficult.</li> <li>✓ Supported Living Services (SLS) contracts over \$250K were presented to the Board as informational. Signed contracts are expected on the contracts by early March. Harry Matthews termed out as President of the Board and Margi Stern will serve as the interim Board President for until June 30, 2016.</li> <li>✓ The Board discussed the intake process to help new parents who were part of the local effort to improve families’ access to services. Next meeting is scheduled for March 2<sup>nd</sup> at the Solano County Office of Education in Fairfield.</li> </ul> </li> <li>• <b>NBRC / ARCA Report</b> – Bob Hamilton – Not in attendance</li> <li>• <b>Dr. Michi Gates</b> <ul style="list-style-type: none"> <li>✓ Hired a new position for the Intake Department. She lives in Illinois and needs to become licensed in California.</li> <li>✓ Carmen Mendez has been hired a NBRC’s newest Community Resource Consultant.</li> <li>✓ Ruth Harwood has been hired as NBRC’s newest Quality Assurance.</li> <li>✓ Posted a new position for Associate Director for Youth / Children Services.</li> <li>✓ SLS contracts have gone out for signature for renewal with only minor changes. Call Courtney with any questions. A few items with SLS services....still have few agencies who need to submit audited financials and the agencies are put on a no referral status until compliance. Contact Courtney with any questions regarding this.</li> <li>✓ NBRC offered to schedule a meeting to assist agencies with compliance.</li> </ul> </li> </ul>	<p>March agenda, Mary’s presentation</p> <p>March agenda, Linda’s presentation</p>
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	<ul style="list-style-type: none"> <li>✓ Developed a new checklist for Service Coordinators regarding what needs to be done when someone goes into SLS. This checklist also needs to be completed when a client moves, even if they stay with the same SLS vendor. Planning Team Meeting should precede all of this. The checklist can be shared with others.</li> <li>✓ Deanna Kirkpatrick is working with Partnership Health Plan to serve clients under 21 who have the diagnosis of Autism and are receiving behavioral services. NBRC continues to scrutinize behavioral services and what can and cannot be provided.</li> <li>✓ DDS audits of vendors are increasing. Kelley Hansen inquired as to whether this included all categories of vendors? Michi noted that DDS is currently focusing on SLS vendors but indicated it could include all categories at some point.</li> <li>✓ NBRC audit is coming in July (by DDS).</li> <li>✓ Projected move to new building is May of 2016.</li> <li>✓ Increase scrutiny by legislatures on POS costs with regional centers across the State. They question why POS funding increases so much higher than client growth. What is the cause, just client need? Services that are capped at lower rates are difficult to find providers for. SLS steps in which is a much more costly service.</li> <li>✓ Increase proposed in Governor's budget. If the MCO tax passes, there may be some increases to assist vendors who are in compliance with the new CMS. No across the board increases are projected, only targeted increases. So do we start identifying targets or push 10% across the board?</li> <li>✓ Community placement plan interviews, last day for interviews is February 10th.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Disaster Preparedness:</b> Nothing to report this month.</li> <li>• <b>CASACC:</b> Nothing to report this month.</li> </ul>	
<b>6. Report</b>	<b>Summary</b>	<b>Action/Follow-Up</b>
<b>Policies Procedures Practices or Trends.</b>	Nothing to report this month.	
<b>7. New Business</b>		
	Nothing to report this month.	
<b>8. Report</b>	<b>Summary</b>	<b>Action/Follow-Up</b>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• Ali – two weeks ago New Leaf Solutions co-hosted a social security training. This was a great training and the room was full. The training will be offered again toward the end of the year. Next week, New Leaf will host a vendor training on February 17th at 10:00 AM. (2 hours.) There are currently 20-30 NBRC clients left to transition to New Leaf.</li> <li>• Sonoma County Transition Fair, Sonoma County Office of Education will be held on February 10<sup>th</sup>.</li> </ul>	
<b>9. Adjournment</b>		
	Meeting adjourned at 11:55 AM	

Minutes submitted by:  
Darelyn Pazdel

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