



*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: May 4, 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 May 10, 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, May 4, 2016, 5:00 p.m.
North Bay Regional Center
10 Executive Court, Napa, CA 94558

AGENDA

- I. CALL TO ORDER – President Margi Stern
- II. ROLL CALL AND INTRODUCTIONS – Rita Edmonds-Norris, Secretary (2 minutes for call to order, roll call, and introductions)
- III. CONSIDERATION OF MINUTES
Minutes of the Regular Business Meeting of Apr 6, 2016 be approved as submitted. (3 min) (Pgs. 1-6)
ACTION
- IV. TREASURER'S REPORT
Treasurer's Report for the period of March 1 – 31, 2016 be approved as submitted. (3 min) (Pg. 7)
ACTION
- V. ANNOUNCEMENTS (10 minutes)
- VI. FEATURE PRESENTATION – TBA (20 min)
- VII. NEW BUSINESS
 - A. CBEM – Approval for one month contract extension – Courtney Singleton ACTION
- VIII. COMMITTEE REPORTS
 - A. Executive Committee - Board Officers – Margi Stern, President; Walt Spicer, Vice President; Secretary, Rita Edmonds-Norris; Franklin Phillips, Treasurer (3 minutes) INFO
 - B. Vendor Advisory Committee – Mike Huckins – (10 minutes) (Pgs. 14-17) INFO
 - C. Nominating Committee – Walt Spicer – Seating of Jose Ayala, Napa County Board Applicant 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. 9-13)
 - C. Dave Johnson - Chief Financial Officer (10 minutes) (Pg. 8)
- 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).

<p>NEXT MEETING ANNOUNCEMENT - The next Board of Directors meeting is the Annual Board Meeting scheduled for Wednesday, June 1, 2016, North Bay Regional Center, Napa, CA at 600-610 Airpark Road at 5:00 p.m.</p>

North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, April 6, 2016, 5:00
North Bay Regional Center
2351 Mendocino Avenue, Santa Rosa, CA 95403

MINUTES

NBRC BOARD MEMBERS PRESENT:
Mike Huckins, ARC Solano, VAC Rep.
Rita Edmonds-Norris
Len Carlson, Facilitator
Rhonda Foster

Margi Stern, President
Franklin Phillips, Treasurer
Walt Spicer
Joanne Tsai

NBRC BOARD MEMBERS ABSENT:
Angel Giroux-Greber (Excused)
Barbara Power (Excused)

STAFF PRESENT:
Kathy Newman, Executive Assistant
January Crane, Federal Revenue Manager
Michi Gates, Director, Client Services
Ellisa Reiff, CMS
Jessica Gutierrez, SC
Lynda Wheeler, CMS
Todd Cooper, SC
Ashley McConnell, SC
Tami Jo McMahon, Intake
Jeana Kinne, SC
Christin Niederberger, SC
Alexander Williams, SC

Bob Hamilton, Executive Director
Dave Johnson, Chief Financial Officer
Deanna Heibel, Associate Dir. Client Services
Pamela Madden Krall, Training/Info Manager
Deanna Kirkpatrick, Associate Dir. Client Services
Jeannette Prosser, SC
Courtney Singleton, Associate Dir. Client Services
Micheline Justman, SC
Patrea Miller, SC
Christie Null, CMS
Maria Gonzalez, SC
Chelsea Newton, SC
Denise Denington, SC

GUESTS PRESENT:
Harry Matthews, Parent
Stan Higgins, Oaks of Hebron
Lauren Meiklejohn, BI

Kelley Hanson, Pace Solano
Sherman & Liz Blackwell, Blackwell Homes, Inc.
Karen Farnsworth, CA Autism

CALL TO ORDER – Margi Stern, President, called the meeting to order at 5:05 p.m. Roll was called and a quorum was present. Board and audience introduced themselves

CONSIDERATION OF MINUTES

M/S/C (Phillips/Edmonds-Norris) Move that the minutes of March 2, 2016 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 February 1 - 29, 2016 be approved as submitted. UNANIMOUS

ANNOUNCEMENTS:

- Pamela Madden Krall announced that ARCA Board of Directors is hosting a 50th anniversary Lanterman Act celebration. All regional centers are encouraged to submit a 90 second video clip identifying "What Does the Lanterman Act Mean to You". The video clips will be shared at ARCA's annual board meeting in June.
- The Expenditure Report has been completed with a plan to address disparity.

FEATURE PRESENTATION: Review of Michael Smull's The Learning Community for Person Centered Practices Training – Michi Gates, Pamela Madden Krall, & Ellisa Reiff.

Michi, Pamela, and Ellisa provided a PowerPoint Presentation entitled The Learning Community for Person Centered Practices Training. They outlined the following:

All people have positive control over the lives they have chosen for themselves.

- Encourage, support, and disseminate learning
- Opportunities to share and develop learning
- Criteria for Excellence for those who train others; support for creation of Best Practices

Michael Smull:

- Is Chair of the Learning Community for Person Centered Practices; partner in Support Development Associates.
- Has worked in 47 states and six countries.
- Has written extensively on issues relating to supporting people with challenging behaviors, person centered planning, and the challenge of changing our system to one that supports self-determination.

What are Person-Centered Practices?

- People with Disabilities-
 - ✓ Have positive control over the lives they have chosen
 - ✓ Are recognized and valued for their contributions (past, current, and potential) for their communities
 - ✓ Are supported in a web of reciprocal relationships, both natural and paid, within their communities
 - ✓ Are employed as they choose
- Process begins and ends with listening
 - ✓ What are we listening for?
 - ✓ Who are we listening to?
 - ✓ How are we listening?
 - ✓ How do we keep listening?

What are we listening for?

- Information that allows us to support people in moving towards their outcomes
- What do we like and admire about person?
- What is important to person now?
- How do we best support the person?
- What does this tell us about how the person wants to live?
- How do current circumstances compare with how they want to live?

Who are we listening to?

- The Person
- Those the person selects
- Those who know and care about the person
- Those who have a personal connection with the person

Acting on what we learn

- Plans that are done for compliance are not used in day to day
- May have good information about person, but outcomes only relate to what is "important for" the person, not "to" the person
- Outcomes are viewed as either/or (happy or healthy) not both/and (happy and healthy)
- Choice has boundaries for everyone. When are boundaries set for convenience of The System, e.g., operating hours, staffing, policies etc.?

- Need a system where each person decides and makes choices about:
 - ✓ Who provides the services and supports

- ✓ Where they live
- ✓ Who they live with
- ✓ What they do with their time including who times spent with and employment options.
- ✓ What they do with their resources.
- How the new CMS rules contribute:
 - ✓ We have a once in a generation opportunity of challenges that could result in settling for incremental change
 - ✓ Directed by the person and the people they choose
 - ✓ Results in a plan that reflects goals and preferences related to things to do, employment, income & savings, healthcare, education, and others.
 - ✓ Reflects paid and unpaid services and supports and who provides them.
- Home and Community-Based Settings Must ...
 - ✓ Be integrated and support access to the community
 - ✓ Provide opportunities to seek employment, engage in community life, and control person resources
 - ✓ Be selected from amongst setting options that include private units in residential settings
 - ✓ Optimizes individual initiative, autonomy, choice, and freedom from coercion and restraint.
 - ✓ Facilitate individuals' choice regarding services and who provides them
 - ✓ Allow for same protections and responsibilities regarding tenant/landlord laws in all residential settings
 - ✓ Ensures privacy in all residential settings
 - ✓ Allow for individuals' control over schedules, activities, choice of roommates, furnishings, access to food, etc.
- Underneath the CMS Rule Each Person Decides
 - ✓ Who provides the services and supports
 - ✓ Where they live
 - ✓ Who they live with
 - ✓ What they do with their time
 - ✓ What they do with their resources
 - ✓ Go from "we know best" to the Person Knows Best
 - ✓ Go from power over to power with
 - ✓ Create an expectation of substituted judgement and supported decision making
- If This Happens
 - ✓ What can stay the same?
 - ✓ What needs to change?

NEW BUSINESS:

- A. Amended Draft Response to Supervisor Gorin's Request – Bob Hamilton - An amended version of the response letter to Supervisor Gorin's requesting NBRC to partner in transforming Sonoma Developmental Center into a Federally Qualified Health Clinic. Discussion followed.

**M/S/C (Huckins/Phillips) Move approval of the amended response to Supervisor Gorin's letter.
UNANIMOUS**

COMMITTEE REPORTS:

- A. Executive Committee – Margi Stern, President; Walt Spicer, Vice President; Rita Edmonds-Norris, Secretary; Franklin Phillips, Treasurer – No meeting.

M/S/C (Huckins/Phillips) Move approval of the seating of Rita Edmonds-Norris as Board Secretary. The Secretary takes roll at Board meetings and also stays abreast of Board email.

- B. Vendor Advisory Committee (VAC) – Mike Huckins

The VAC met on Tuesday, March 8, 2016. Please refer to the minutes for the complete report.

Community Concerns/Clarifications: Transportation concerns were expressed related to a commercial service being used instead of the program vendor. Many vendors use drivers as program staff to complete an eight hour day. R&D will follow up.

Presentation: Mary Eble of NBHC presented a decision tree for individuals with developmental disabilities considering various living arrangement options. Kudos to this presentation as it could be applied to other services as well.

Announcements:

- The Vendor Relations Committee is seeking vendor volunteers for subcommittees of CMS rule settings, training and Supported Living Services.
- The CSLN Conference is April 14th and 15th.
- The April VAC will feature presentations on Eligibility by Deanna Kirkpatrick and ANCOR by Linda Plourde.
- ABLE Act webinars on 3/15 and 3/17 were announced and a future presentation may be scheduled as well.
- The MCO Tax and Advocacy support was applauded and details were discussed.

Group reports were given.

- The Sonoma Vendor Group continued planning the 3/11/16 8 am Legislative Breakfast in Santa Rosa, 50 D St., 4th floor.
- NBHC: Vallejo facility for the homeless is being rehabbed and an attorney is assisting to assure compliance for qualifying candidate selection. Match.com is being tailored to help connect compatible roommates.
- Trade Associations:
 - ✓ CDSA Leg Affairs Conference was on March 1-3 and many thanks to Leg. Offices were shared.
 - ✓ Board Report: Mike thanked the Board for their early support of the Lanterman Coalition 10 campaign. Pamela reviewed the website. Specific sections would be helpful with new vendor staff training on our service system. The 4/1 comedy night at the Colonial theater in Sacramento and Angel's proposed Angel's Keepers Nanny Service was mentioned. Kudos to January and her Staff for their tremendous efforts in getting Consumers on the Waiver. The next meeting will be at the Santa Rosa NBRC office.
 - ✓ NBRC/ARCA: The next ARCA meeting will be on 3/18 at Alta Regional Center. Harry Matthews will continue volunteering after his Board tenure.
 - ✓ Dr. Michi Gates: The 2016/17 CPP Placement Plan has been announced just after the '15/'16 CPP RFPs were awarded. The Quality Assurance roles of QA Staff and Service Coordinators is being reviewed. Becoming Independent hosted an excellent annual meeting. Most of the SLS Contract renewals are complete. TSS Solano provides stand along psychiatric services in addition to wrap around clinical resources when generic mental health or healthcare services are not available.

Announcements:

- Sonoma County persons with special needs performed the national anthem at the Warriors game.
- SIR training is on 3/17.
- BI shared it's pairing of artists photo with their art book.
- Karen F. thanked the Kempton Buchannon Hotel for their support.

Next VAC Meeting: The next VAC Meeting will be on Tuesday, April 12, 2016.

C. Nominating Committee – Walt Spicer – Will interview a Napa County Board applicant.

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton, Executive Director, Report:

- Eileen Richey, Executive Director, ARCA, has contacted all Regional Center Executive Directors to keep them abreast of new developments in the system and how ARCA's relationship with DDS is working.

- Deputy Director, Michael Wilkening, continues to be involved in issues i.e., board accountability, training, knowledgeable on the issues, eliminating missteps by some Executive Directors and Board members. It is likely that trailer bill language will be developed to place more requirements on Regional Center Boards and Directors.
- DDS continues to press the Regional Center system on why there is such a variance on capitated expenditures. More standardization is needed to understand what is driving this.
- DDS has requested that Regional Centers be analyzed as to how they are conducting day to day business. It is clear that when the Statewide Regional Center system was designed (billing wise), there wasn't enough structure developed. It's the "other shoe" that goes along with the hundreds of millions of dollars received by the Regional Center system.
- Sub Budget 3 Committee for the Senate regarding DDS and Regional Center issues met. Senator Holly Mitchell sat on the Human Services committee when Senator McGuire and expressed concern as to what was going on.
- It will be challenging to have SDC close by the end of 2018. It takes 18-30 months to get a residential facility ready. Health issues of residents at SDC must be taken in account. There is very little access to health care to address the needs of SDC's residents. We are dealing with people who are non-verbal and are unable to communicate what is wrong with them.
- Placement of last resort Community Placement Plan (CPP) / Crisis Homes. There needs to be a place for clients in crisis to go rather than jail or a psychiatric facility. There is no movement on developing plans to transition Developmental Center residents into the community. In the transition of moving residents into the community, people that have worked with SDC residents for a long time are lost, unless State staff follow them into community placement as much as possible.
- There is a huge difference between the average cost of serving a client in the community and serving a client residing at Developmental Center.
- Data has been requested by the County regarding health care needs. They are studying the feasibility of a federally qualified health clinic. Discussion followed regarding Medicare for residents.

Michi Gates, Director, Client Services

- The Regional Center system will be receiving more money part of which is designated for NBRC to hire six additional service coordinator positions. The lower the caseloads ratio the better service can be provided to those receiving services.
- NBRC is creating a new Children's Unit in our Santa Rosa office. NBRC has posted a supervisory position in the Santa Rosa office. The goal is to reduce the size of current units in both offices. Once the supervisory positions are filled, the six additional service coordinator positions will be posted.
- Deanna Kirkpatrick has been hired as the new Associate Director of Client Services with a focus on Children's Services. She is currently the Department Manager for Intake Services. NBRC is in the process of filling that position. Deanna Heibel will now be able to focus on adult services. Courtney Singleton will focus on Community Services. This will allow NBRC to improve services to our service coordinators and clients.
- NBRC has completed the vendorization process for the new Autism program at Becoming Independent, i.e., "Passport to Independence". This will provide an opportunity for individuals with autism to learn in a classroom setting and obtain a job.
- NBRC hosted the Quality Management Advisory Group for the closure of SDC. Harry Matthews serves on the Committee. The Advisory Group develops goals to assure quality services for residents at SDC
- Community Placement Plan 2015-2016 has selected providers for all day programs and residential programs. Thanked Courtney Singleton and her team for completing this task.
- Self-advocacy group is attempting to restart. The group assists clients who are registered to vote to get to the polling places.

Dave Johnson, Chief Financial Officer

- There is money in Purchase of Service to pay NBRC vendors. The Operations budget is on target as well. NBRC is not looking at cuts but increases.

LIAISON REPORTS

- A. Association of Regional Center Agencies (ARCA) – Bob Hamilton
- A grant was received for ARCA to develop a Forensic Committee.
 - Two day meeting at San Gabriel Pomona Regional Center on 4/26-27. Data on website.
 - Discussion regarding managed care bill and how the money is going to work.
 - Announced ARCA slate of officers for next year. They will be elected at the Annual Board meeting scheduled for June.
 - Improve housing
 - Managed Care Organization (MCO) Tax
 - Peer support “Strike Team” to assist Centers that are experiencing difficulty.
 - Webinar for Board meetings was discussed.
- B. State Council on Developmental Disabilities/North Bay Regional Office – Lisa Hooks – No report

GENERAL PUBLIC COMMENT: Micheline Justman thanked the Board for meeting in the Santa Rosa office.

GOOD OF THE ORDER: None

ADJOURNMENT – M/S/C (Spicer/Phillips) Move to adjourn the meeting at 7:15 p.m. UNANIMOUS

NEXT MEETING ANNOUNCEMENT: The next regular business meeting of the Board is scheduled for May 4, 2016 in Napa NBRC office at 5:00 p.m.

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

In February 2016 NBRC's board money market account increased by \$8 to end the month with a balance of \$50,336.

The board checking account ended the month with a balance of \$1991 down \$324 from last month reflecting board expenses and client services expense.

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

75% of the year elapsed

As of February 29, 2016

	<u>Allocation/B-2</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>
Purchase of Services (POS)							<u>From Allocation</u>
Day Programs	\$ 27,375,000	\$ 27,057,742	25%	\$ 317,258	\$ 9,250,000	\$ 36,307,742	\$ 192,258
Supported Living Services	30,750,000	30,770,158	28%	(20,158)	10,750,000	41,520,158	\$ (520,158)
Community Care Facilities	22,875,000	23,077,613	21%	(202,613)	7,750,000	30,827,613	\$ (327,613)
Behavioral Services	14,812,500	14,895,062	13%	(82,562)	4,900,000	19,795,062	\$ (45,062)
Other	19,702,535	17,882,725	16%	1,819,810	6,750,000	24,632,725	1,637,322
Total POS services	\$ 115,515,035	\$ 113,683,300	103%	1,831,735	\$ 39,400,000	\$ 153,083,300	\$ 936,747
Receipts from ICFs for SPA services	(3,750,000)	(3,816,302)	-3%	66,302	(1,200,000)	(5,016,302)	16,302
Community Placement Plan (CPP)	10,529,477	498,787	0%	10,030,690	12,500,000	12,998,787	1,040,515
Total POS & CPP Services	\$ 122,294,512	\$ 110,365,785	100%	\$ 11,928,727	\$ 50,700,000	\$ 161,065,785	\$ 1,993,564
Operations Expense (OPS)							
Personnel	\$ 7,875,000	\$ 7,759,171	60%	115,829	\$ 2,700,000	\$ 10,459,171	\$ 40,829
Benefits	2,906,250	2,826,702	22%	79,548	1,025,000	3,851,702	23,298
Facilities/Insurance	1,312,500	1,317,360	10%	(4,860)	500,000	1,817,360	(67,360)
Equipment / General office	487,500	530,136	4%	(42,636)	225,000	755,136	(105,136)
Communications	90,000	78,730	1%	11,270	30,000	108,730	11,270
Mileage	172,500	174,616	1%	(2,116)	55,000	229,616	384
Legal	150,000	93,125	1%	56,875	60,000	153,125	46,875
Consultants	243,750	261,300	2%	(17,550)	75,000	336,300	(11,300)
Other Expenses	23,717	(126,903)	-1%	150,620	95,000	(31,903)	63,526
Total Operations Expense	\$ 13,261,217	\$ 12,914,237	100%	346,980	\$ 4,765,000	\$ 17,679,237	\$ 2,386
Community Placement Plan (CPP)	1,029,532	1,009,118		20,414	363,600	1,372,718	(9)
Total OPS & CPP Expenses	\$ 14,290,749	\$ 13,923,355		367,394	\$ 5,128,600	\$ 19,051,955	\$ 2,377
Total	\$ 136,585,261	\$ 124,289,140		\$ 12,296,121	\$ 55,828,600	\$ 180,117,740	\$ 1,995,941
DDS Contract Allocations 2015/16	<u>Date Received</u>	<u>POS</u>		<u>Operations</u>	<u>CPP</u>	<u>Total</u>	
Preliminary Allocation	6/9/2015	\$ 124,226,256		\$ 14,006,806		\$ 138,233,062	74%
1st Amendment B-1	8/19/2015	28,421,707		3,485,381	815,557	32,722,645	17%
1st Amendment B-1 CPP	8/19/2015	13,539,741		-	285,300	13,825,041	7%
2nd Amendment B-2	3/4/2016	1,372,084		189,436		1,561,520	1%
2nd Amendment B-2 CPP	3/4/2016	499,561		-	271,852	771,413	0%
Total Allocation		\$ 168,059,349		\$ 17,681,623	\$ 1,372,709	\$ 187,113,681	100%

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

- PSYCHWEST Clinical & Forensic Psychology, Inc.-Competency Training
- Becoming Independent-Independent Living Services (ILS)
- Jacobsen's Drive Training Center Inc.-Driver Education
- Heart of Humanity-Home Health Agency

Quality Assurance

The NBRC QA Team worked this month on providing quality assurance trainings to Service Coordinators. The training focused on building relationships with providers and ensuring clients are making informed choices. Service Coordinators also learned how, who and when to access the Quality Assurance Unit for help. Trainings were held in both Napa and Santa Rosa offices of NBRC.

Special Incident Report Team

- The SIR team assisted with two vendor monitoring visits in conjunction with the QA team this month.
- March 17th the SIR team provided a vendor training @ NBRC.
- Upcoming SIR training at NBRC's Santa Rosa office June 16th from 10:00 a.m. to 12:00 p.m.
- The SIR team will provide custom trainings to your agency. Contact January Crane 707-256-1256
- Vendor compliance with SIR reporting timelines have increased from 54% to 80%. Way to go Vendors!

New Provider Orientation:

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

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

Rate Adjustments

During the month of April the Department of Developmental Services surveyed 2000 vendors statewide to complete a cost survey. NBRC had 75 vendors that were selected to complete surveys. Of that 75 the Department of Developmental Services received 25 completed surveys. NBRC will be following up with vendors to help them complete these surveys as needed.

CONSUMER ADVOCATE REPORT

April 22, 2016

The self-advocacy/support groups did not 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 started on February 1st retroactive to November 1, 2015. We are also co-sponsoring a California In-Home Supportive Services Consumer Alliance Conference in Napa for consumers and providers. The date is October 6, 2016. More information will be available as plans develop.

I gave a talk to 4th graders at Vichy Elementary School. Kelly Weber's children attend school there. The children were reading a book entitled, "Out of My Mind" by Sharon M. Drapper, regarding a girl with cerebral palsy who uses a communication device. So Kelly thought it would be good if they met a real person who uses a communication device. The students asked lots of questions and it was a great experience.

We need to assist getting registered voters to the polls on June 7th and November 8th so please assist the people we serve to vote.

There will be a Self-Advocacy Conference sponsored by the Supported Life Institute on May 6 – 7 at the Crown Plaza Hotel Sacramento Northwest. I'm attending on May 6th. For more information go to <http://supportedlife.org/>

I continue to assist service coordinators with their cases and continue as the DDS Conservator designee.

Thank you.

Submitted by:

Randy Kitch



FAIR HEARING & MEDIATION UPDATE
APRIL 1 - 30, 2016

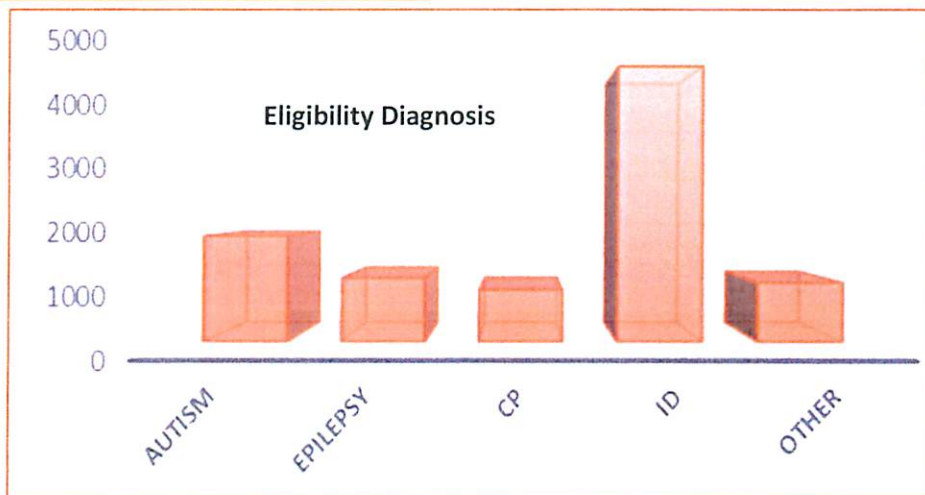
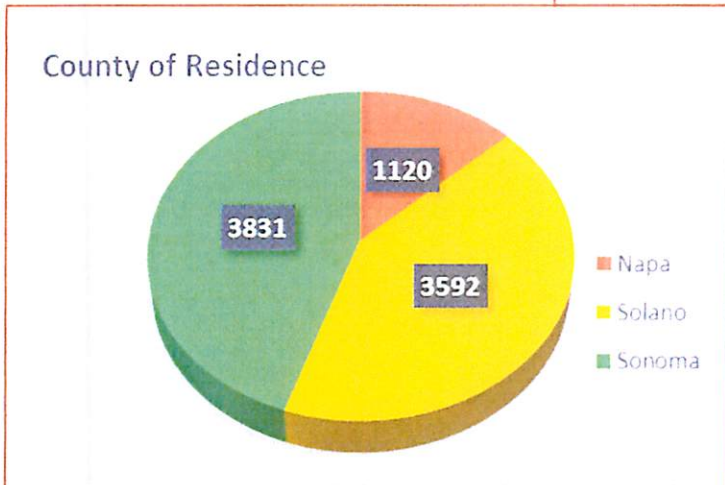
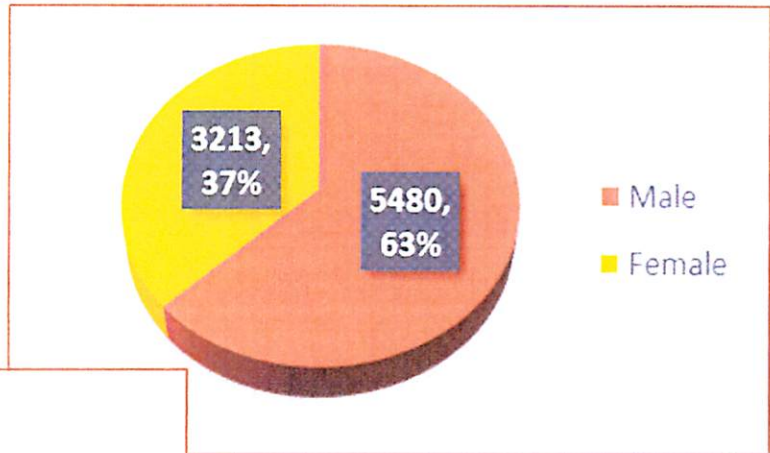
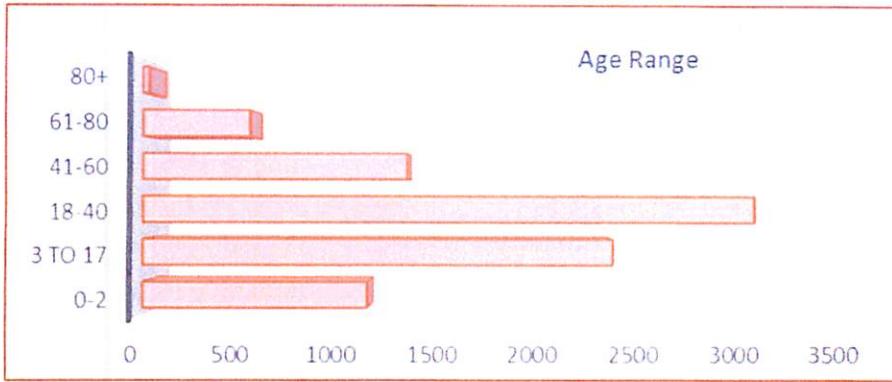
Day Program (15-36)	<u>Reason for Appeal:</u> Claimant appeals eviction from Day Program. <u>Ruling:</u> Fair Hearing pending.
Eligibility (15-38)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing pending.
Rights Violation (16-03)	<u>Reason for Appeal:</u> Claimant advocate using Fair Hearing venue rather than submitting 4731 complaint. <u>Ruling:</u> NBRC has submitted a Motion to Dismiss. Motion denied. Fair Hearing pending.
Placement (16-04)	<u>Reason for Appeal:</u> Claimant appeals denial of placement. <u>Ruling:</u> Fair Hearing pending.
Eligibility (16-05)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing withdrawn.
Placement (16-08)	<u>Reason for Appeal:</u> Claimant appeals denial of placement. <u>Ruling:</u> Fair Hearing pending.
Placement (16-09)	<u>Reason for Appeal:</u> Claimant appeals denial of placement. <u>Ruling:</u> Fair Hearing pending.

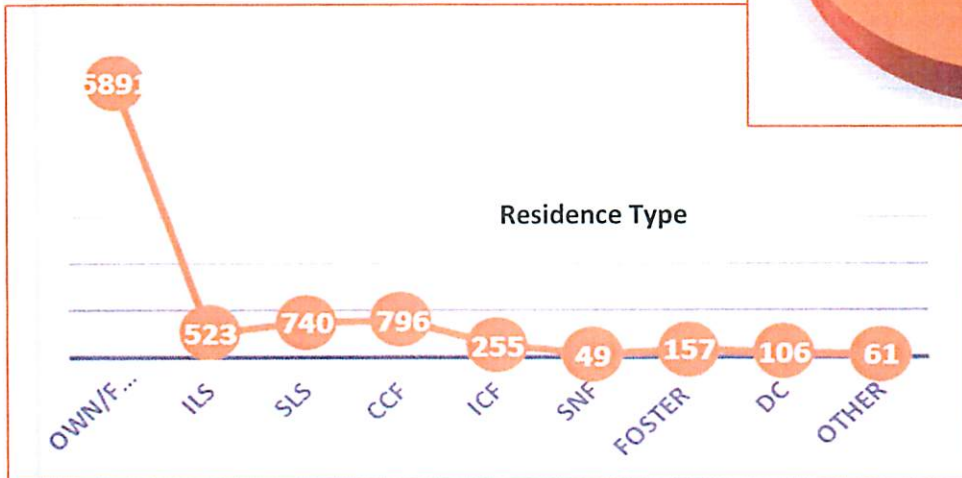
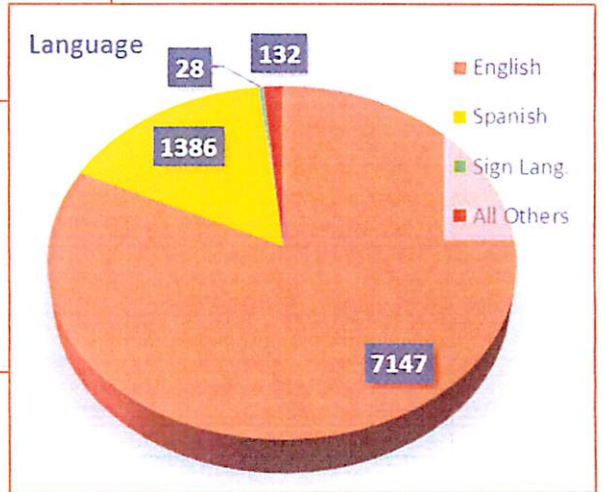
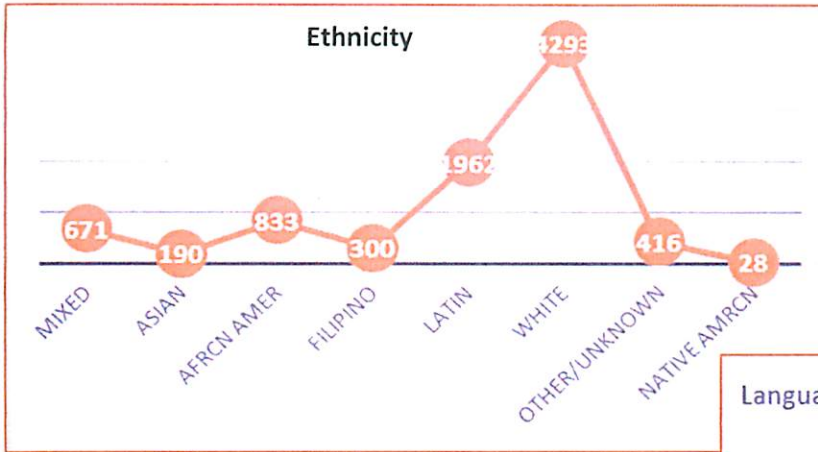
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NBRC Case Management Report



NBRC Total Clients: 8,693





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	108	40 -	28	15 +	8	10 +	3	0 =	91	35	55
03/16	146	66 -	21	22 +	9	18 +	3	0 =	137	62	20
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 =		0	
016 TOTAL		144 -		56 +		46 +		0		134	total
2016 Avg.		48		19		12		0		11	mo. Aver.
2017 Est.											
Monthly Avg.											

Vendor Advisory Committee Report to the NBDDS Board of Directors

April 12, 2016 Submitted by Mike Huckins

The VAC met on Tuesday, April 12, 2016. Please refer to the minutes for the complete report.

Community Concerns/Clarifications: The vendor survey for the DSP and Admin. Rate increases was discussed. The 30 day notice was discussed. The exception to this notice is typically a health and safety concern, but individual choice is sometimes considered and sometimes the notice is honored.

Presentation: Deanna Kirkpatrick did a wonderful presentation on eligibility for services.

Announcements: Lauren announced Becoming Independent's new service for persons with autism. David Mauger will interview with the NBRC Board at their May meeting. VAC will follow up at their May meeting. Mike Huckins will be concluding his VAC membership in June when his term ends. The Vendor Relations committee met after the VAC meeting. Linda Plourde will assume the Vendor Rep. role in July and Lauren will be the Co-Facilitator for the VAC meeting.

Group reports were given.

- **The Napa Solano Vendor Group:** No report.
- **The Sonoma Vendor Group** did a wrap up discussion of the Leg. Breakfast and discussed the CMS rules setting.
- **NBHC:** Santa Rosa is opening their Section 8 waiting list in May and Mary provided requirements for the Vallejo property that will be available soon.
- **SCDD North Bay:** No report.
- **Public Relations:** No report.
- **Trade Associations:** CDSA conducted a webinar. ANCOR will have a conference in Chicago soon. The white collar exempt pay scale of \$50,000+/year was discussed.
- **Board Report:** There was a great turn out at the Santa Rosa office. Pamela, Michi and Elissa presented on the person center practices conference by the Learning Community. Rita Edmunds-Norris was elected Secretary.
- **NBRC/ARCA:** Bob reported that DDS will be holding Regional Centers and their Boards to greater levels of accountability. There will be a DDS team of auditors. The next ARCA meeting is in June.
- **Dr. Michi Gates:** There a few SLS contracts to finalize still. Courtney has reached out to the 75 NBRC vendors participating in the vendor survey. The RC rate increase will help fund 6 new Service Coordinator positions: 3 in the Santa Rosa Children's Unit and 3 in the Napa Adult Unit. Non CPP RFPs will be coming out soon. There is a great need for new Community Care Facilities.
- **Disaster Preparedness:** No report
- **CASACC Call:** No report.

Policy/Procedure Update: January did a presentation on physical and chemical restraints and what will be needed in Special Incident Reports.

New Business: None

Next VAC Meeting: The next VAC Meeting will be on Tuesday, April 12, 2016.

14

VAC Meeting Minutes



Vendor Advisory Committee Meeting Minutes
North Bay Regional Center, Napa

April 12, 2016

1. Attendance	
a. Call to order	VAC Meeting held April 12, 2016 was called to order at 10:00 AM (PST). Chaired by Linda Plourde
b. Roll call. Quorum met? <input checked="" type="checkbox"/> March minutes MSC –Lauren, Kelley - MSC Agenda Approval: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No With 3 additions	<p><u>VAC Membership</u></p> <input type="checkbox"/> Saanen Kerson (Vine Village) <input checked="" type="checkbox"/> Darelyn Pazdel (PRIDE Industries) <input checked="" 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 checked="" type="checkbox"/> Linda Plourde (Bayberry, Inc.) <input type="checkbox"/> Holly Pagel (Connections for Life) <input checked="" type="checkbox"/> Kelley Hanson (PACE Solano) <input type="checkbox"/> Ali Tabatabai (New Leaf) <input type="checkbox"/> Andrea Mendoza (REI/CHDC)
	<p><u>NBRC Staff</u></p> <input checked="" type="checkbox"/> Michi Gates <input checked="" type="checkbox"/> Bob Hamilton <input checked="" type="checkbox"/> January Crane <input checked="" type="checkbox"/> Joanne Giardello <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 <input checked="" type="checkbox"/> Carmen Mendez
	<p><u>General Members</u></p> <input checked="" type="checkbox"/> Amanda Jeffries (Connections for Life) <input checked="" type="checkbox"/> Angela Gonzalez (Bay Respite Care) <input checked="" type="checkbox"/> Beth Kahiga (Napa Valley Support Services) <input checked="" type="checkbox"/> Cathy Alvillar (Blackwell Homes) <input checked="" type="checkbox"/> David Mauger (C. House) <input checked="" type="checkbox"/> Dustin Gross (Lynn & Darla SLS) <input checked="" type="checkbox"/> Elizabeth Clary (UCP of the North Bay) <input checked="" type="checkbox"/> Elizabeth Sutton (North Bay Industries) <input checked="" type="checkbox"/> Ellen Mubin (Greenfield's ICF) <input checked="" type="checkbox"/> Emer Madrid (Wellness SLS) <input checked="" type="checkbox"/> Jesse Hansen (Dungarvin) <input checked="" type="checkbox"/> Jessica Sadowsky (People's Care) <input checked="" type="checkbox"/> Joe Hernandez (Premier) <input checked="" type="checkbox"/> Joetta Griffin (GFCH/Impact) <input checked="" type="checkbox"/> Leticia Leon (R & D Transportation) <input checked="" type="checkbox"/> Melissa Loucks (Wheelcare Express) <input checked="" type="checkbox"/> Mike Lisenko (UCP of the North Bay) <input checked="" type="checkbox"/> Morgan Hobbs (Lynn & Darla SLS) <input checked="" type="checkbox"/> Renee Fannin (Lynn & Darla SLS)

	<input checked="" type="checkbox"/> Rhonda Fischer (Lynn & Darla) <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)	
2. Agenda changes/Additions		
	<ul style="list-style-type: none"> • Vendor Survey • 30 day notice to end services • Announcement New service, Lauren Meikeljohn 	
3. Feature Presentation	Summary	Action/Follow-Up
	Deanna Kirkpatrick, NBRC – Eligibility Training. Handout to Group included detailed presentation. For referrals, email Intake Coordinator, lauriea@nbrc.net or call (707) 256-1180	
4. Community Concerns	Summary	Action/Follow-Up
	<ul style="list-style-type: none"> • Linda thanked the group for reaching out to the legislators regarding recent and ongoing legislation. • Vendor Survey – Kelley Hanson – Shared apprehension regarding reporting the correct information. Group discussion ensued regarding the difficulty and the numbers to report to DDS. • 30 Day Notices – Kelley Hanson – Service Coordinators contacting programs to issue end of service without team meetings and inside of a 30 day notice. Only receiving phone calls, not written notice of program end. Has the process changed for program changes? Will the Regional Center continue to pay for the 30 days? Kelley summarized that she understands situations arise that require immediate changes. A comment was shared that programs are paid based upon attendance, not POS. Michi will send a notice to Service Coordinators to consider the 30 day notice for changes. This is a courtesy to all providers. 	
5. Group Reports		Action/Follow-Up
	<ul style="list-style-type: none"> • Napa Solano provider group – No meeting in March • Sonoma Provider group – Karen Farnsworth – Legislative Breakfast review. Breakfast went well and the group discussed CMS. • State Council on Developmental Disabilities: No report this month. • North Bay Housing Coalition: Mary Eble – Email report was sent to group on April 11, 2016. • Public Relations Committee – No report this month. • Trade Associations: <ul style="list-style-type: none"> ✓ CSLN – Linda - Conference is scheduled for April 14-15. ✓ Respite Association - Nothing to report this month. ✓ CDSA –Terry summarized Webinar ✓ ANCOR – Linda will be attending the annual conference in Chicago. Lauren, ANCOR is looking for letters to support the Whitecollar overtime bill. Department of Labor is enacting a change that will affect the annual income ceiling allowed for exempt employees. Will go to \$50K and anyone less will need to be hourly. ✓ ARC - Nothing this month. • Board Report – Mike Huckins reported - Santa Rosa Meeting was very well attended. Presentation on the Learning Center’s Person Center Practices (Michi, Pamela, Ellisa) to assist with CMS rule setting compliance. Board approved a letter responding to Sonoma County 	

	<p>Supervisor Gorin, in assisting transition of the SDC. For example, property use, acute crisis center, residential services, and a health clinic to name a few. Rita Edmonds-Norris, elected Secretary of the NBRC Board.</p> <ul style="list-style-type: none"> • NBRC / ARCA Report – Bob Hamilton – With the “extra” funds, accountability issues come into play. ARCA to take an active role in monitoring the system. The Department doesn’t have the resources to take over the monitoring of Regional Center System. Mike noted they don’t understand what goes on at the regional centers. Looking for Board Accountability. Wants a strike team to help regional centers when they have difficulty. Will change the way regional centers conduct business. Next ARCA meeting is in June. • Dr. Michi Gates – Still working on SLS contracts. Going through the housing surveys and cleaning up a few details. <ul style="list-style-type: none"> ✓ DDS audits are ongoing with SLS vendors. Courtney has reached out to vendors chosen for the rate survey. ✓ 2016/2017 Community Placement Plan. Will not be as large as last year as we are now presenting one year at a time, as opposed to two years. ✓ Staff changes include hiring six new service coordinators, two new supervisor positions, i.e., one for Napa Adult Unit and one for Children’s Unit in the Santa Rosa office. Ruth Harwood, will take Placement Coordinator position overseeing all requests for alternate placements. There are not many care home openings at this point. Deanna Kirkpatrick, new Associate Director for Children’s Services, Courtney continues as Associate Director of Client Services, and Deanna Heibel continues as Associate Director of Adult Services. • Disaster Preparedness: Nothing to report this month. • CASACC: Nothing to report this month. 	
6. Report	Summary	Action/Follow-Up
Policies Procedures Practices or Trends.	<ul style="list-style-type: none"> • January Crane – What to Include in a Restraint SIR? January distributed a handout with a checklist to follow. DDS is posting incidents that require physical restraints. This will be published on their website and updated quarterly. 	
7. New Business		
	<ul style="list-style-type: none"> • Nothing to report this month. 	
8. Report	Summary	Action/Follow-Up
Announcements	<ul style="list-style-type: none"> • Lauren Meikeljohn – Vendorized and providing services for a new Autism Program. • First Transition Plan approved today, Tennessee. • Voting Members – Mike Huckins’ term is up in June. He is the Vendor Representative to the NBRC Board. There will be a meeting following to discuss leadership transition. • VAC has recommended David Mauger be considered as a VAC member and will he be interviewed by the NBRC Board in May. 	
9. Adjournment		
	Meeting adjourned at 11:40AM	

Minutes submitted by: Darellyn Pazdel