



*Promoting Opportunities
Supporting Choices*

*Sponsors of
North Bay Regional Center
and other programs
for persons with developmental disabilities
610 Airpark Road
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:

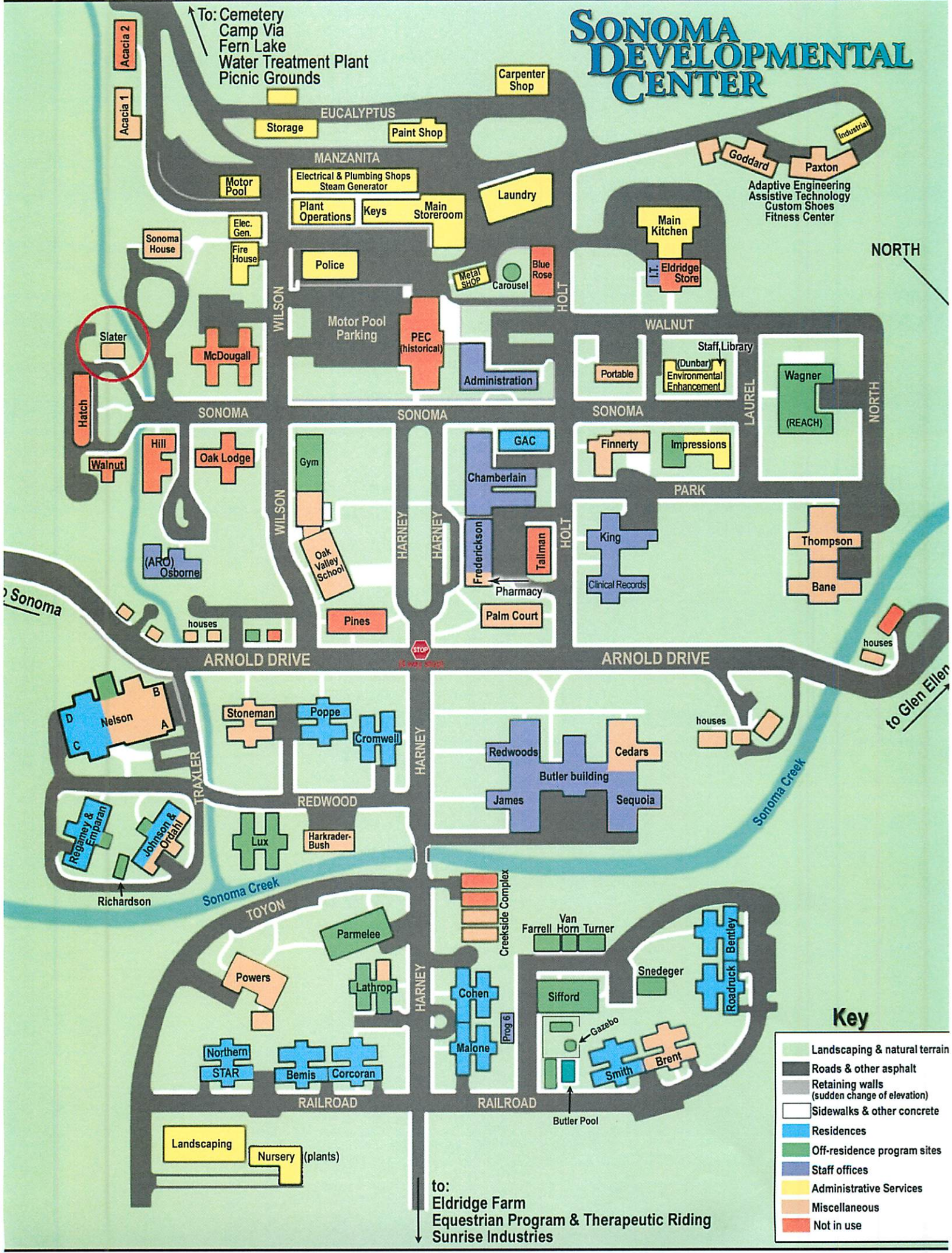
DATE: October 4, 2017
TIME: 5:00 – 7:00 p.m.
PLACE: Sonoma Developmental Center
Slater House
15000 Arnold Dr.
Glen Ellen, CA

Map & Agenda Enclosed

Board Related Meetings: The next meeting of the Vendor Advisory Committee is scheduled for October 10, 2017, at North Bay Regional Center office “Board Room” from 10:00 to noon.

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

SONOMA DEVELOPMENTAL CENTER



To: Cemetery
Camp Via
Fern Lake
Water Treatment Plant
Picnic Grounds

NORTH

to Glen Ellen

to:
Eldridge Farm
Equestrian Program & Therapeutic Riding
Sunrise Industries

Key

- Landscaping & natural terrain
- Roads & other asphalt
- Retaining walls (sudden change of elevation)
- Sidewalks & other concrete
- Residences
- Off-residence program sites
- Staff offices
- Administrative Services
- Miscellaneous
- Not in use

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, October 4, 2017, 5:00 p.m.
Sonoma Developmental Center
15000 Arnold Drive, Eldridge, CA 95431**

AGENDA

- I. CALL TO ORDER – President Harry Matthews
- 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 Regular Business Meeting of Sept. 6, 2017 be approved as submitted (3 min) (Pgs. 1-8)
ACTION
- IV. TREASURER'S REPORT
Treasurer's Report for the period of August 1 - 31, 2017 be approved as submitted. (Pg. 9) (3 min)
ACTION
- V. ANNOUNCEMENTS
- VI. FEATURE PRESENTATION – TBA (20 minutes)
- VII. COMMITTEE REPORTS
 - A. Executive Committee - Board Officers – Harry Matthews, President; Angel Giroux-Greber, Vice President; Secretary, Rita Edmonds-Norris; Franklin Phillips, Treasurer (3 minutes) ACTION
The Board of Directors met on September 6th in closed session and formed the Search & Selection Committee to hire the new NBRC Executive Director.
 - B. Vendor Advisory Committee – Linda Plourde – (10 minutes) (Pgs. 16-20) ACTION
Seating of Elizabeth Clary, Executive Director, Alchemia, as a Sonoma County representative on the Vendor Advisory Committee.
- VIII. EXECUTIVE DIRECTOR'S REPORT (30 minutes)
 - A. Bob Hamilton, Executive Director (10 minutes)
 - B. Michi Gates, Associate Executive Directors' Report (10 minutes) (Pgs. 11-15)
 - C. Dave Johnson - Chief Financial Officer (10 minutes) (Pg. 10)
- IX. 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
- X. 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.
- XI. GOOD OF THE ORDER - any other Board business may be brought up at this time. (5 minutes)
- XII. 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 a regular business meeting scheduled for Wednesday, November 1, 2017, Solano County Office of Education, at 5:00 p.m.</p>
--

North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
September 6, 2017, 5:00 p.m.
610 Airpark Road, Napa, CA 94558

MINUTES

NBRC BOARD MEMBERS PRESENT:

Rita Edmonds-Norris, Secretary
Harry Matthews, President
Linda Plourde, VAC Rep.
Jose Ayala

Franklin Phillips, Treasurer
Len Carlson, Facilitator
Rhonda Foster (Via Telephone)
Angel Giroux-Greber, Vice President

NBRC BOARD MEMBERS ABSENT:

Barbara Power (Excused)

Joanne Tsai (Excused)

STAFF PRESENT:

Kathy Newman, Executive Assistant
Deanna Heibel, Associate Dir. Client Services
Thomas Maseda, Director, Administration
Laurie Cole, EIS, SEIU
January Crane, Department Manager
Yanira Osuna, SC

Bob Hamilton, Executive Director
Dave Johnson, Chief Financial Officer
Courtney Singleton, Assoc. Dir. Client Services
Diana Sevilla, SC
Miriam Wilcox, EIS
Kimberly Soeiro, Diversity & Equity Specialist

GUESTS PRESENT:

Elizabeth Clary, Alchemia
Lisa Hooks, SCDD
Lisa Lou Sison, Connections for Life

Anh Nguyen, Consultant
Mike Lisenko, UCPNB
David Mauger, Residential Services
Holly Pagel, Connections for Life

CALL TO ORDER – Harry Matthews, President, called the meeting to order at 5:05 p.m. A quorum was present and the Board and audience introduced themselves.

CONSIDERATION OF MINUTES

M/S/C (Edmonds-Norris/Phillips) Move that the minutes of July 5, 2017 regular business meeting be approved as submitted. UNANIMOUS

TREASURER'S REPORT

M/S/C (Giroux-Greber/Plourde) Move that the Treasurer's Report for the period July 1 – 31, 2017 be approved as submitted. UNANIMOUS

ANNOUNCEMENTS: None

FEATURE PRESENTATION: Performance Contract – January Crane, Federal Revenue Department Manager

North Bay Regional Center promotes opportunities and supports choices for people with developmental disabilities in Solano, Sonoma, and Napa Counties. The Performance Plan for 2018 reflects targeted activities NBRC will engage in to improve outcomes related to local and public policy measures as a result of both internal review and external feedback sessions.

January noted that one of her responsibilities to the agency is reviewing NBRC's performance contract and performance plan and providing recommendations and gathering information from DDS and local partners and well as internal information. This is done every year by all Regional Centers who have basic public

policy measures that are tracked throughout the year. Each regional center has some discretion on choosing local measures.

- Fewer clients reside in state developmental centers – NBRC will reduce the number of individuals living in DCs; increased staffing for resource development and service coordination of DC clients will result in more individuals being transitioned to community living options
- More children live with families (including own family, foster family, and/or guardian - NBRC continues monitoring family and children's support needs around health, living arrangements, school and leisure goals.
- Fewer children live in licensed homes serving more than six children – NBRC will continue developing alternative living arrangements that meet children's support needs in the least restrictive setting. NBRC will continue utilizing the Living Arrangements Committee to identify living arrangements that meet both support needs and choice in the least restrictive manner.
- More adults live in home settings (includes living with family, parent or conservator, adult family home agency – FHA, independent living, or supported living arrangements) - NBRC continues advocating for individuals to assert their rights to access the living arrangement of their choice, and NBRC is committed to developing a wide array of options including family support for adults choosing to live in the family home.
- More adults reside in independent living arrangements - NBRC continues working with clients and families to identify appropriate living arrangements, including development of ILS services.
- More adults reside in supported living arrangements - NBRC will continue identifying supported living options and advocating for affordable housing options.
- More adults reside in family home agency (FHA) - NBRC will continue identifying FHA as a living option, working with vendors to ensure quality services and supports that meet individuals' needs
- Fewer adults live in licensed homes serving more than six adults - NBRC develops homes that serve four adults or less while meeting health and behavioral needs and meeting anticipated CMS settings rules.
- Number and percent of adults (ages 16-64) with earned income - NBRC will continue working with the Dept. of Rehabilitation and local collaborative groups (e.g., Mayors' Committees, Community Advisory Committees) to promote Work First with the individual planning team and increase employment opportunities.
- Percentage of adults reporting integrated employment as a goal in IPP - NBRC will promote Work First with the individual planning team and provide training to Service Coordinators on advocating for integrated employment preparation and opportunities in the community. NBRC will work with the Department of Rehabilitation and school transition teams to promote integrated employment and Workforce Investment Opportunity Act legislation aimed at increasing competitive employment outcomes.
- Intake/Assessment is completed in a timely manner - NBRC will continue providing timely completion of intake/assessment for children three years old and above.
- Intake/assessment and individual family service plans are completed in a timely manner - NBRC will continue monitoring IFSP input data internally to ensure IFSP's are completed in a timely manner.
- Client Development Evaluation Reports (CDERs) and Early Start Reports (ESRs) are current - NBRC will continue monitoring monthly reports to ensure CDERS and ESRs are current; internal quality monitoring and monthly auditing will identify reporting errors and missed dates to increase reporting compliance.
- NBRC operates within OPS budget - NBRC will continue to monitor through monthly reporting.
- NBRC passes unqualified independent audit with no material findings - NBRC will continue to utilize business practices in compliance with audits.
- NBRC is in substantial compliance with DDS Fiscal Audit.

- NBRC will add staff to fulfill internal auditing requirements to address audit findings and ensure compliance in the future.
- NBRC POS fiscal projections are accurate (based on February 2017 SOAR) - NBRC monitors POS spending monthly to make accurate projections.
- NBRC Operates within the POS budget - NBRC monitors POS spending through internal business practices
- NBRC participates in the Federal Waiver - NBRC Internal Quality Monitor conducts monthly audits.
- NBRC complies with Vendor Audit requirements - NBRC has staffed this position; will continue to address this with our vendors to the best of our ability
- NBRC develops IPPs that meet Welfare & Institutions Codes (WIC) requirements.
- NBRC will continue to monitor IPP reports per Supervisor; 97% and 98% compliance per 2013 and 2015 DDS audits, respectively.
- NBRC completes IFSPs to meet Title 17 requirements in compliance with timelines.
- NBRC will continue to comply with Title 17 requirements.
- Establishment of local partnership agreements between regional centers, local educational agencies, and the Department of Rehabilitation districts - NBRC will work with the Department of Rehabilitation and school transition teams to promote integrated employment and Workforce Investment Opportunity Act legislation aimed at increasing competitive employment outcomes.
- Provision of information to consumers regarding Employment First Policy, opportunities for employment and available supports to achieve integrated competitive employment - NBRC will be instructed and supported on providing information to their clients and families during the IPP process specifically re: Employment First and the necessity of discussions around employment options. NBRC will promote Work First with the individual planning team and provide training to Service Coordinators on advocating for integrated employment preparation and opportunities in the community.
- Number and percent of individuals, by ethnicity, who are satisfied with the services and supports received by the family and family member - Current NCI data identifies that per survey:
 - ✓ Child Family Survey: 63% of respondents are satisfied (FY 12/13)
 - ✓ Adult Family Survey: 70% of respondents are satisfied (FY 13/14)
 - ✓ Family Guardian Survey: 87% of respondents are satisfied (FY 13/14)
 - ✓ NBRC will analyze data sorted by ethnicity to identify areas where disparity exists regarding satisfaction with services. NBRC Service Coordinators will complete trainings in cultural sensitivity; language support needs will be identified to ensure effective translation and interpretation of service planning including expansion of bi-lingual vendors. NBRC will use data related to satisfaction to identify and develop targeted resource and support needs in the community.
- Number and percent of families, by ethnicity, who report that services have made a difference in helping to keep their family member at home. Current NCI data identifies that per survey:
 - ✓ Child Family Survey: 83% report services have made a difference (FY 12/13)
 - ✓ Adult Family Survey: 75% report services have made a difference (FY 13/14)
 - ✓ NBRC will analyze data sorted by ethnicity to identify areas where disparity exists regarding service needs. NBRC will use data to identify and develop resource and support needs in the community and coordinate with Family Resource Centers to advocate for increased access to community resources.
- Number and percent of individuals receiving only case management services by age and ethnicity:
 Birth to age two, inclusive:

Fiscal Year 2016 Ethnicity	Consumed Count	Receiving Services	No Services	Percent No Services
Asian	38	38	0	0.0%
Black/African-American	64	60	4	6.3%
Filipino	36	31	5	13.9%

Hispanic	639	615	24	3.8%
Native American	5	5	0	0.0%
Other Ethnicity or Race	266	247	19	7.1%
Polynesian	2	2	0	0.0%
White	530	520	10	1.9%
Totals	1,580	1,518	62	3.9%

- Number and percent of individuals receiving only case management services by age and ethnicity:
Age three to 21, inclusive:

Fiscal Year 2016 Ethnicity	Consumer Count	Receiving Services	No Services	Percent No Services
Asian	67	42	25	37.3%
Black/African- American	286	166	120	42.0%
Filipino	128	72	56	43.8%
Hispanic	1,101	790	311	28.3%
Native American	14	7	7	50.0%
Other Ethnicity or Race	726	530	196	27.0%
Polynesian	13	8	5	38.5%
White	1,331	820	511	38.4%
Totals	3,666	2,435	1,231	33.6%

Twenty-two and older:

Fiscal Year 2016 Ethnicity	Consumer Count	Receiving Services	No Services	Percent No Services
Asian	89	76	13	14.6%
Black/African- American	517	437	80	15.5%
Filipino	153	131	22	14.4%
Hispanic	564	468	96	17.0%
Native American	16	15	1	6.3%
Other Ethnicity or Race	297	243	54	18.2%
Polynesian	9	6	3	33.3%
White	2,720	2,471	249	9.2%
Totals	4,365	3,847	518	11.9%

- Total annual per capita purchase of service expenditures by individual's primary language (for primary languages chosen by 40 or more consumers only) –
Fiscal Year 2016

Language	Consumer Count	Per Capita Expenses
English	7,798	\$17,932
Spanish	1,648	\$6,233
Tagalog	46	\$15,461
Totals	9,492	\$39,626

NEW BUSINESS

Update on Community Placement Plan Contract Awards – Courtney Singleton

Courtney Singleton requested board approval for Community Placement Plan housing contracts that exceeded \$250,000. All amounts and projects were previously approved by the Department of

Developmental Services. Project requests included approval for total acquisition and rehabilitation costs and additional acquisition and rehabilitation costs previously approved by the Board of Directors.

M/S/C (Giroux-Greber/Foster) Move approval of the Community Placement Contract Awards.

UNANIMOUS

COMMITTEE REPORTS:

- A. Executive Committee – Harry Matthews, President; Angel Giroux-Greber, Vice President; Rita Edmonds-Norris, Secretary; Franklin Phillips, Treasurer – No meeting.
- B. Vendor Advisory Committee – Linda Plourde
- The VAC met on Tuesday, August 8, 2017.
 - Members of the VAC continue to discuss ways to increase Residential Service Provider participation in the Vendor Advisory Committee Meetings and other informational/collaborative sessions. David Mauger, Residential Services Provider and VAC Member, has taken an important lead on ensuring that the NBRC Vendor Community benefit from the participation of those who provide residential support for people with I/DD. He will work with Isabel Calder, NBRC, to notify residential service providers of opportunities to become more involved with the vendor community. The Vendor Relations Committee comprised of the voting members of the VAC and Dr. Gates, NBRC, will further address this topic at its next meeting.
 - The vendor community is collaborating to bring nationally acclaimed speakers to our area for direct support professional training. The first of the trainings is scheduled for September 27, 2017. Diana Pastora Carson will present on her brother's journey from a state developmental center to community living. A future training will be by Joe McBeth and John Rafaelle, National Alliance of Direct Support Professionals, on supporting our employees as they work with our clients each and every day.
 - The vendor group discussed that referrals for SLS are at a minimum. The internal NBRC process was discussed. January Crane and Thomas Maseda will discuss with QA and the Executive Team respectively to ensure that referrals are not slowed down due to potential issues with the internal process.
 - The vote for Assembly Bill 279 (Holden) is set for the end of August. The bill did not pass. This bill addresses reimbursement for minimum wage increases at varying levels throughout the state. Some locales are implementing a minimum wage that is higher than the state wage.
 - The Repeal and Replace of the ACA did not succeed. Currently a bipartisan group of 43 senators are working to come up with improvements to the ACA. It is possible that per capita caps and block grants will make a comeback once Congress returns to work after August recess.
 - Please refer to the minutes for further detail. The next VAC meeting is Tuesday, September 12, 2017.

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton, Executive Director

- Governor Jerry Brown, legislators, and leaders will protect Californians under the Deferred Action for Childhood Arrivals (DACA). In this environment with this regressive government, it magnifies the fear of deportation.
- Bob noted that he is looking forward to the SDC closure so all people NBRC serves will have the opportunity live in the community. Bob noted that the Director of the Department has agreed to move money into community resource development enabling NBRC to use the funding for those moving out of SDC. NBRC will also be able to use the funding to develop resources for those who need to move to a different level of care. The new model (enhanced behavioral support home) provides a rate structure that supports each individual.
- Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHN) were first developed during the closure of Agnews Developmental Center. ARFPSHN is a refined model and clients receive excellent care. NBRC is looking for the same level of expertise in the development of

homes for clients with behavioral needs who have suffered greatly due to the lack of resources in the last several years.

- The Department is working on the November estimate which is used to develop the Governor's Budget due January 2018. The budget subsequently gets revised by the legislature followed by the May Revise and then voted on in June.
- Continuation of funding for ABX2 which requires all vendors to complete a rate survey. Only 40% of NBRC vendors have completed the survey. If vendors don't complete the survey, they won't receive the increased rate. 100% participation is required. NBRC will provide training to assist vendors.
- NBRC is back on the waiting list for self-determination services. The Feds have more questions and are sorting through them.
- NBRC received the D1 allocation which tells us how much money we will receive in Operations.

Michi Gates, Associate Executive Director, Client Services' Report – Attending Chief Counselor's Meeting
No report

Dave Johnson - Chief Financial Officer

- Purchase of Service expenditures is up by 16% from last year. Community Care Facilities costs are increasing. NBRC is in the process of constructing 30 plus homes for residents moving from SDC into the community. These homes are much more expensive than a normal group home. Historically NBRC provided "start-up" funds for 4I homes. That is no longer the case.
- Community Placement Plan (CPP) expenditures for last fiscal year was \$715K and this fiscal year expenditures were \$5M to date. The growth in POS statewide is huge.
- Operations grew by 14% this fiscal year due to the ABX money that increased staff wages by at least 10%. Sixty percent of NBRC staff also received a 5% merit increase.
- NBRC reduced cost for facilities and equipment substantially.
- There was a grand total of \$524.00 left in Operations at the end of the fiscal year.
- Fiscal year 2005/2006 there were no behavioral services for children who needed them. Behavioral serves 07-09 increased from 0 to \$15M. Every year since then NBRC has been able to build on and refine that number.
- Harry commended Dave and Thomas for saving money by moving NBRC, i.e., the agency is saving \$300K per year in rent.
- In Operations \$.86 of every dollar is spent on employees' wages and benefits. NBRC has put money where it needs to be to ensure the needs of our clients.
- Thomas noted that the contract between the Union & NBRC Management expired February 2017. There are tentative agreements on language of the contract. NBRC and SEIU have made a number of proposals on the monetary side of the agreement. Moving forward and hope to finalize a contract/agreement soon.

LIAISON REPORTS:

A. Association of Regional Center Agencies – Bob Hamilton

- ARCA is continuing with Person Centered Training across the state. This goes hand in hand with assisting with disparity and self-determination. In conjunction with the rate study, this will mold the system for the next few years.

B. State Council on Developmental Disabilities - North Bay Regional Office – Lisa Hooks

- California Disability Services Institute is hosting Fostering Art & Microenterprise (FAME) scheduled for September 28th. This is a showcase of art and microenterprise by individuals with developmental disabilities.
- The California Public Utilities Commission (CPUC) has launched an 18-month pilot speech technology program called Voice Options, which will offer iPads with speech applications to people with speech disabilities for short and long-term loan through 10 demonstration centers throughout the state. The pilot program is associated with the passage of Assembly Bill 136 (Beall, 2011). It

is administered by the California Foundation for Independent Living Centers and funded through the CPUC's Deaf and Disabled Telecommunications program. The CPUC is currently taking applications for iPad speech program.

- The 2016 California Voter Choice Act is bringing important voting changes to Napa County on June 5, 2018 including every voter receiving a ballot by mail and new vote centers and drop box locations throughout the county for returning a vote by mail ballot. Napa County is seeking input on a draft Napa County Election Administration Plan which will guide outreach efforts. Voters with Disabilities (VAAC) will meet September 6 from 3:30 to 5:00 p.m. at Napa County Election Division.
- Healthy Minds & Healthy Aging is hosting Alzheimer's and Dementia Caregiver Workshops to caregivers who have loved ones with moderate to advanced Alzheimer's or related dementia. This is a free community event. "Learning to Speak Alzheimer's Part 1" is being offered on September 27, and Part II on October 25th at Collaborative Care, 404 South Jefferson St., Napa. Noon to 2:00 with lunch provided.
- Sonoma County families are requesting waivers for immunizations. California has conducted a survey which clearly indicates that there has to be a legitimate reason for requesting a waiver. Families who oppose mandated immunization for school children may be seeking medical exemptions to get around the new state law, which requires kindergartners entering public and private schools be fully vaccinated regardless of families' personal beliefs, according to a study published in the Journal of the American Medical Association. The increase in medical waivers suggests that anti-vaccine parents may be finding doctors willing to exempt their kids from the mandate. Many of the California counties with the biggest increases in medical exemptions since the law took effect are in Northern California, i.e., Sonoma. Many parents who don't want vaccinations for their children, including some vocal opponents from affluent, well-educated regions of the state, say they are concerned that vaccines are linked to autism, overwhelming scientific evidence to the contrary.
- Disability Services & Legal Center presents the 12th Annual Tech Expo on Friday October 13 from 10:00 a.m. to 3:00 p.m. There will be 100 plus exhibitors of products and services. This event will be held at the Grace Pavilion at Sonoma County Fairgrounds in Santa Rosa.
- California Child Abuse and Neglect Reporting Law requires three additional groups of people be identified as mandated reporters, i.e., athletic coaches, foster family agencies, and foster family homes.
- The current Denti-Cal Contract requires Treatment Authorization Requests (TARs) be processed on an average of 15 calendar days. Pursuant to W&I Code Section 14133.9, the TAR turnaround time is being reduced from an average of 15 days to an average of 5 working days. The Denti-Cal program is dedicated to improving beneficiary utilization and helping providers decrease the number of patients who fail to or cancel appointments. When patients do not attend scheduled appointments, dental offices suffer as they have reduced capacity to schedule other patients and may potentially lose revenue from missed appointments and increased overhead costs.
- California funds non-profits to serve food as medicine and delivers food to adults with disabilities. The three-year pilot program, which begins in January, was included in the recently adopted 2017-18 state budget. The program will debut at hospitals, doctors' offices and clinics in parts of Sonoma County. This will enable doctors to give their patients prepared meals before they return home. One of the non-profits will follow up later to schedule regular food deliveries. The meals will be custom-made for each patient's medical condition. Details of the project, including the specific hospitals and clinics where food will be available, are "still in the planning stages".
- California hits Kaiser with \$2.2 M fine for failing to provide required Medicaid data. Kaiser has said its systems and technology are not designed to collect information in the format required by the state.
- Sonoma Clean Power, the not-for-profit public electricity provider for Sonoma and Mendocino counties, is bringing the cost of electric vehicles down to clearance-sale levels. The second year of the agency's Drive EverGreen electric vehicle incentive program offers deals on mine models sold

and leased by seven local dealers. For information on Drive EverGreen, go to sonomacleanpower.org for information.

- Computers for Classrooms, a non-profit computer refurbisher, provides classroom services if recipients participate in the following:
 - ✓ Medi-Cal, CMSP, Healthy Families, Food Stamp Card, Section 8 Housing, have a child in school receiving free or reduced price lunch, AT&T lifeline, PG&E Star program, Energy Assistance Program Rate, Butte Community College student, Fire victim with Red Cross assistance letter, Veteran with Veteran's Administration card, Social Security Disability, Senior aged 65 or older.

GENERAL PUBLIC COMMENT: None

GOOD OF THE ORDER: None

ADJOURNMENT - M/S/C (Phillips/Plourde) Move to adjourn the meeting at 6:46 p.m.

UNANIMOUS

NEXT MEETING ANNOUNCEMENT: The next Board meeting will be a regular business meeting scheduled for October 4, 2017 at Sonoma Developmental Center at 5:00 p.m.

**North Bay Regional Center
Franklin Phillips Horne NBRC Treasurers' Report
For the Month of October 2017**

In August 2017 NBRC's board money market account increased by \$2 to end the month with a balance of \$47,624.

The board checking account ended the month with a balance of \$2527, no change from last month.

**North Bay Regional Center
Finance Dashboard FY 2017/18**

17% of the year elapsed

As of August 31, 2017

			%			Total YTD	Total Surplus (Deficit)
	Allocation/D-1	YTD Actual	Total	Var/ Alloc	Forecast	Actual + Fcst	From Allocation
Purchase of Services (POS)							
Supported Living Services	\$ 8,250,000	\$ 7,749,670	26%	\$ 500,330	\$ 41,750,000	\$ 49,499,670	\$ 330
Community Care Facilities	7,083,333	6,978,639	23%	104,694	35,500,000	42,478,639	21,361
Day Programs	6,833,333	6,562,802	22%	270,531	36,000,000	42,562,802	(62,802)
Behavioral Services	4,333,333	4,202,905	14%	130,428	21,800,000	26,002,905	(2,905)
Other	5,163,396	4,807,227	16%	356,169	24,000,000	28,807,227	673,147
Total POS services	\$ 31,663,396	\$ 30,301,243	100%	1,362,153	\$ 159,050,000	\$ 189,351,243	\$ 629,131
Receipts from ICFs for SPA services	\$ (900,000)	(870,732)	-3%	(29,268)	(4,330,000)	(5,200,732)	732
Community Placement Plan (CPP)	\$ 472,313	46,730	0%	425,583	2,787,500	2,834,230	(350)
Total POS & CPP Services	\$ 31,235,709	\$ 30,347,973	100%	\$ 887,736	\$ 157,507,500	\$ 186,984,741	\$ 629,513
Operations Expense (OPS)							
Personnel	\$ 2,166,667	\$ 2,064,070	49%	102,597	\$ 10,376,000	\$ 12,440,070	\$ 34,930
Benefits	675,267	1,178,098	28%	(502,831)	3,055,000	4,233,098	16,902
Facilities/Insurance	283,333	364,952	9%	(81,619)	1,160,000	1,524,952	48
Equipment / General office	88,333	75,663	2%	12,670	475,000	550,663	(663)
Consultants	87,500	117,890	3%	(30,390)	335,000	452,890	(2,890)
Mileage	45,000	23,359	1%	21,641	235,000	258,359	1,641
Legal	50,000	33,289	1%	16,711	245,000	278,289	(3,289)
Communications	28,333	15,291	0%	13,042	135,000	150,291	(291)
Other Expenses	(1,449)	(17,296)	0%	15,847	(124,000)	(141,296)	2,857
Total Operations Expense	\$ 3,422,984	\$ 3,855,316	91%	(432,332)	\$ 15,892,000	\$ 19,747,316	\$ 49,245
Community Placement Plan (CPP)	\$ 389,667	390,000	9%	(333)	1,718,000	2,108,000	(49,610)
Total OPS & CPP Expenses	\$ 3,812,651	\$ 4,245,316	100%	(432,665)	\$ 17,610,000	\$ 21,855,316	\$ (365)
Total	\$ 35,048,360	\$ 34,593,289		\$ 455,071	\$ 175,117,500	\$ 208,840,057	\$ 629,148
DDS Contract Allocations 2017/18	Date Received	POS		Operations	CPP Ops only	Total	
Preliminary Allocation	6/1/2017	\$ 137,091,752		\$ 15,720,882		\$ 152,812,634	71%
1st Amendment D-1	8/25/2017	52,888,622		4,817,023	1,890,362	59,596,007	28%
1st Amendment D-1 CPP		2,833,880		-	-	2,833,880	1%
Total Allocation		\$ 192,814,254		\$ 20,537,905	\$ 1,890,362	\$ 215,242,521	100%

Q1



610 Airpark Road, 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
 AUGUST 1 – SEPTEMBER 30**

Eligibility	(17-02)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
Eligibility	(17-09)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
SLS	(17-10)	Reason for Appeal: Claimant appeals denial of SLS. Ruling: Fair Hearing request pending.
Respite	(17-11)	Reason for Appeal: Claimant appeals denial of respite. Ruling: Fair Hearing decision granted claimant's request.
Respite	(17-13)	Reason for Appeal: Claimant appeals denial of respite. Ruling: Fair Hearing request withdrawn.
Placement	(17-16)	Reason for Appeal: Claimant appeals denial of placement in a 16-bed psychiatric facility. Ruling: Fair Hearing request withdrawn.
Conservatorship	(17-17)	Reason for Appeal: Claimant appeals denial of funding for limited conservatorship. Ruling: Fair Hearing decision denied claimant's request.
Eligibility	(17-18)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
Eligibility	(17-19)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
Eligibility	(17-20)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
Eligibility	(17-21)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
Eligibility	(17-22)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.
Eligibility	(17-23)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request withdrawn.

Stroller
(17-24) Reason for Appeal: Claimant appeals denial of stroller.
Ruling: Fair Hearing request pending.

Eligibility
(17-25) Reason for Appeal: Claimant appeals denial of eligibility.
Ruling: Fair Hearing request pending.

Lifehouse SLS
(1726) Reason for Appeal: Claimant appeals denial of Lifehouse SLS.
Ruling: Fair Hearing request withdrawn/resolution.

Consumer Advocate Report

September 1, 2017 – September 30, 2017

My chair has been broken this month so hopefully when it's repaired I'll be meeting and starting more self-advocacy/support groups using the educational materials on self-advocacy. Consumers/Clients seem to be getting more interested in having groups now.

The National Voters Registration Day is September 26 and Santa Rosa is having events and Napa is having a Public Hearing at the Napa County Administration building to obtain input regarding the Draft Election Plan on October 2nd at 10:00 A.M. The Public is urged to attend.

I generated a report to see what DDS Conserved clients should remain conserved and who should not. Recommendations are still being considered.

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

Thank you

Submitted by:

Randy Kitch

AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,302	14.3 %	MALES	5,787	63.6 %	OWN HOME	6,407	70.5 %
3 - 17	2,575	28.3 %	FEMALES	3,300	36.3 %	ILS	600	6.6 %
18 - 40	3,263	35.9 %				SLS	698	7.6 %
41 - 60	1,309	14.4 %				DC	87	.9 %
61 - 80	610	6.7 %				SNF	58	.6 %
						ICF	241	2.6 %
80 & OLDER	28	.3 %				CCF	740	8.1 %
						FOSTER CARE	184	2.0 %
						OTHER	72	.7 %
TOTAL:	9,087	100.0 %	TOTAL:	9,087	100.0 %	TOTAL:	9,087	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL	COUNTY	NUMBER	% TO TOTAL
MIXED	717	7.8 %	AUTISM	2,112	23.2 %	28. NAPA	1,123	12.3 %
ASIAN	226	2.4 %	EPILEPSY	1,086	11.9 %	48. SOLANO	3,775	41.5 %
BLACK	841	9.2 %	CEREBRAL PALSY	909	10.0 %	49. SONOMA	4,044	44.5 %
FILIPINO	329	3.6 %	MENTAL RETARDATION	4,813	52.9 %			.0 %
NATIVE AMERICAN	35	.3 %	OTHER	1,026	11.2 %			.0 %
POLYNESIAN		.0 %						.0 %
SPANISH/LATIN	2,136	23.5 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
WHITE	4,330	47.6 %						.0 %
OTHER	137	1.5 %						.0 %
UNKNOWN	336	3.6 %						.0 %
						OTHER	145	1.5 %
TOTAL:	9,087	100.0 %				TOTAL:	9,087	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	25	.2 %	1	1,049	11.5
ENGLISH	7,448	81.9 %	2	7,503	82.5
SPANISH	1,469	16.1 %	3		
OTHER LATIN LANG.		.0 %	8	87	
CANTONESE CHINESE	7	.0 %	0	448	
MADARIN CHINESE	5	.0 %	P		
JAPANESE	2	.0 %			
VIETNAMESE	13	.1 %			
KOREAN	3	.0 %			
LAOTIAN	5	.0 %			
CAMBODIAN	4	.0 %			
OTHER ASIAN LANG.	3	.0 %			
RUSSIAN	2	.0 %			
ALL OTHER LANG.	101	1.1 %			
TOTAL	9,087	100.0 %	TOTAL	9,087	100.0

71

NBRC Resource Development and Quality Assurance

Become an NBRC Vendor! Visit the NBRC website:
<http://nbrc.net/service-providers/becomeavendor/>

Resource Development

The Resource Development Department received 3 requests for vendorization over the month of August and vendored 3 new vendors. Please join NBRC in welcoming the new vendors below to the North Bay Regional Center vendor community.

New Vendors

- Casa Luna-Specialized Residential Facility-Solano County
- Kathleen Seisdodos-Translation-Sonoma County
- BAT Residential Inc.-Enhanced Behavioral Support Home-Sonoma County



Congratulations

Special Incident Report Team Activities

- NBRC is working with Mission Analytics regarding suspected abuse and neglect reports in order to mitigate risk to clients served.
- A Mortality Review sub committee recommended a one-page informational sheet on the more common risks (diabetes, dehydration, seizure, etc) for Service Coordinators to refer to and share when in the field. This has been implemented at NBRC
- Department Manager will be attending training sessions at Alta Regional Center to learn about online vendor SIR training. The future will bring a portal for vendors to access the SIR training module online.
- NBRC is recruiting for a 2nd SIR Coordinator.



QA TEAM

Quality Assurance

The NBRC Quality Assurance Unit has been hard at work this month providing QA assistance to NBRC Vendors and Service Coordinators.

18 Community Care Facility Annual Reviews	34 QA assistance to NBRC employees
2 Supported Living Services Annual Reviews	70 Individuals @ Day Program Arrangement Committee
55 Vendors received QA technical assistance	87 Individuals @ Living Arrangement Committee
3 Vendor Trainings	11 SIRs Follow Up by QA Unit

Incentive Payment and Internship Program

NBRC Quality Assurance and Resource Development Units are hard at work adding the Competitive Integrated Employment Incentive Payment and Internship Program option to vendor's service designs. These new options assist individuals served by NBRC to reach their goals of Competitive Integrated Employment. If you are a current NBRC vendor and are interested in learning more about either of these options, please call (707)-256-1103 or email carmenm@nbrc.net.

Visit <http://nbrc.net/service-providers/calendars/> for more information on upcoming vendor trainings.

Vendor Advisory Committee
Report to the NBDDS Board of Directors
October 4, 2017
submitted by
Linda Plourde

The VAC met on Tuesday, September 12, 2017.

The vendor community is collaborating to bring nationally acclaimed speakers to our area for direct support professional training. The first of the trainings is scheduled for September 27, 2017. Diana Pastora Carson will present on her brother's journey from a state developmental center to community living. Fifteen agencies committed to paying \$200 to cover the costs of the training and to send employees. The training will be held at the Napa Elk's Lodge: two sessions 9 a.m. to noon and 1 p.m. to 4 p.m.

The Repeal and Replace of the ACA is on the table once again, this time in the form of the Graham/Cassidy bill. The bipartisan effort that I mentioned in the September report did not gain traction and is no longer an option. Some Republican Senators are stating that they will not vote for the bill in its current form. Some states are offered more money as a way to get the Senators to vote in the affirmative, i.e. Murkowski for Alaska, Collins for Maine, Arizona for McCain. The push is to attempt the Repeal and Replace before the end of September as they only need 50 votes to pass it. After September 30, the GOP will need 60 votes to pass the healthcare bill.

The VAC is accepting applications for its vacant seat. The VAC intends to select a new member by the October meeting.

The feature presentation: Laurie Cameron presented on Person centered thinking.

Please refer to the minutes for further detail. The next VAC meeting is Tuesday, October 10, 2017.

VAC Meeting Minutes

Vendor Advisory Committee Meeting Minutes
North Bay Regional Center, Napa



September 12, 2017

1. Attendance	
a. Call to order	VAC Meeting held September 12, 2017 was called to order at 10:00 AM (PST). Chaired by Lauren Meikeljohn
b. Roll call Quorum met? <input checked="" type="checkbox"/> quorum was met July minutes approved: Table for September meeting. July minutes Ali, Kelley MSC August minutes Kelley, Ali MSC Agenda Approval: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No With 2 announcements added below QA meetings reimbursement issues, Ali ABX 2 Survey Courtney 2 announcements January	<p><u>VAC Membership</u></p> <input type="checkbox"/> Karen Farnsworth (CPA) <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 checked="" type="checkbox"/> Holly Pagel (Connections for Life) <input checked="" type="checkbox"/> Kelley Hanson (PACE Solano) <input checked="" type="checkbox"/> Ali Tabatabai (New Leaf) <input type="checkbox"/> Andrea Mendoza (REI/CHDC) <input checked="" type="checkbox"/> David Mauger (C. House) <input checked="" type="checkbox"/> Michelle Ramirez (On My Own) <input checked="" type="checkbox"/> Mike Lisenko (UCP of the North Bay)

2. Agenda changes/Additions		
	<ul style="list-style-type: none"> • QA meetings reimbursement issues, Ali • ABX 2 Survey, Courtney • Two announcements, January 	
3. Feature Presentation	Summary	Action/Follow-Up
	Nothing this month.	
4. Community Concerns	Summary	Action/Follow-Up
	<ul style="list-style-type: none"> • All – Training Needs / Resources for the VAC - Lauren – State Council Fall Training Schedule received from Lisa Hooks. Lauren will send the notice out to everyone. • Legislative update - Linda - AB 279 didn't pass. Salary exempt wage threshold will increase to \$47K or \$23.85 per hour. ACA was an effort to improve it, but not much movement now. Cap to Cap Grants, Block Grants may be back. • Residential Service Providers – David Mauger – collecting up to 13-14 names of providers that want to attend the meeting. David will schedule meeting by email to all. • New Leaf – Ali Tabatabai – PI (personal incidentals) planning to meet routinely on this issue and how it works with individuals and residential providers. Goal to establish guidelines and consistency and keep the process transparent. Discussion regarding the differences between regional centers and how PI is managed. The group discussed CCL requirements as well as Title 22 requirements. • ABX2-1 Surveys – Kelley thanked the Regional Center for outreach to the vendor community. Because of the way the survey is written, programs with multiple vendor numbers averaged wages. The process shows people working in multiple vendor numbers. The wages appear less than they really are. Going to be a problem for vendors who have part time workers. Surveys are due to NBRC on 9/15/17. • Training on PCP – Elizabeth Clary - Laurie Cameron, trainer, began with a thank you to the vendor group. Person center training/ coaching skills, meeting someone right where they are. What are some of the communication challenges with clients? Need to draft questions that will provide a clear answer. What do you want your team members to be able to do when communicating? How do you want your team to respond? Timelines and communication with the correct people. The ability to have empathy with a person's desires and goals, communicating so they understand your goals as well. Expressing when someone falls short? Expectations and obtaining agreement on going forward. Skills to practice staying "feeling good" at work despite the negative societal influences. 	
5. Group Reports		Action/Follow-Up
	<ul style="list-style-type: none"> • Napa Solano Vendor – Next meeting scheduled for Thursday, September 28th, 10:00 AM – PRIDE Industries in Fairfield. • Sonoma Vendor Group – Lauren – August meeting there was discussion around referrals and the lack of them to programs. ABX2 -1 surveys and the process. Struggles with finding staff. Next meeting September 26th. • State Council – Lisa Hooks – No presentation this month. • Housing – Mary Eble – No presentation this month. • CDSA – Liz Sutton – Will update following the conference this month. • ANCOR – Linda Plourde – See legislative updates. 	

- **CSLN – Linda Plourde** – Rally, Lanterman Coalition, AB279 several showed up for the rally last month was a good presentation.
- **Mike Lesenko - UCP** – Direct support staff appreciation week. The group exchanged ideas for showing appreciation.
- **NBRC Board Report** – No update this month.
- **ARCA/NBRC Update** – Included in Dr. Gates update.
 - ✓ DC closure continues to be a focus. Continue resource development and expand vendor community.
 - ✓ Looking at succession planning for new Executive Director.
 - ✓ Michi - DDS is now requiring that NBRC send all independent audits to them. Increased scrutiny by legislation, DDS and therefore regional centers. Be prepared, proactive, our systems ask for and spends a lot of money. This is new, not sure of the results at this point and what they do with the information.
 - ✓ ARCA is working on the provider rate study. This has been turned over to a contractor to study provider rates. What will happen when the rates are off? Will there be a commitment to fix the rates? Reform Regional Center Funding Structure should be in line with state staffing structure and it is not. National Core Indicator Surveys are taking two years to be published and a look at whether we are accomplishing anything with the delay, regional center directors are looking at the process.
 - ✓ DDS has started their first person centered thinking training. Federal requirements for setting rules that require person centered. The model now for IPP takes one hour so will take longer for each Service Coordinator. NBRC is training staff on person thinking training as well as training for management to be person centered trainers.
 - ✓ Safety Net Plan from DDS under discussion. It is hopeful that it will help. There will still be mobile crisis service.
 - ✓ Self Determination Program – Getting closer. Continue to await federal approval. \$11 Million has been set aside of disparity again this year. This year the legislature will award community based organization. DDS is working on the process to award both regional centers and community based organizations. The application is in process.
 - ✓ \$15 mil offered again for providers to meet HCBS rules. DDS will provide different guidelines this round. Incorporate more a person-centered program design.
 - ✓ ABX2- Get it done!
 - ✓ Regional Center Performance Contract – Courtney indicated there is more emphasis on employment and disparity.
 - ✓ NBRC enhanced behavior support home – trying to meet the needs of individuals leaving the DC. First home opened and the second is due to open Dec 15th. More to come along with the first crisis home in the State opening in October. There will be two more opened and run by Anka.
 - ✓ Closer to identifying placements for all SDC residents. Left over spots can be used for other individuals.
 - ✓ Affordable housing continues to be an issue for all.
 - ✓ ARCA community resource development committee is looking at data across the state as the funding shifts to community resources. Developing resources to meet those needs.
 - ✓ SDC closure still on track for Dec 2018. Barriers include resistance from neighbors in areas where homes have been purchased.
 - ✓ New staff from NBRC – Welcome to Kimberly Seorio, the new Cultural Specialist. Refilling employment specialist position.
 - ✓ DOR meeting scheduled this month to discuss compliance with CIE.
 - ✓ Respite cap ends in January. All regional centers are communicating on how to adjust and change policies and procedures

	<ul style="list-style-type: none"> ✓ Federal agencies are focused on quality of service for individuals leaving developmental centers and the agreement requires monitoring for several years and impacts federal funding for services. ✓ DDS has completed the HCBS funding. • SLS Vendor Advisory Committee Meeting – Michi – met Aug 16th and discussed issues regarding SLS support with parents that are involved. How NBRC can support through QA. Over-billing versus under-billing, i.e., if NBRC sees a long trend of billing being submitted with reduced hours and/or increased hours; what are administrative costs. Discussion regarding the cost of doing business with SLS, communication on NBRC’s part not being “really great” and how the process can be improved. For example, conservators wanted locked cabinets and this may be counter to client’s rights. Can SLS change g-tubes for clients or does it need to be done by IHSS? How will lower tiers have a lower rate? Isabel noted that we are a step closer and thinks it may be a blended tier which would be better. 	
6. Report	Summary	Barriers
Policies Procedures Practices or Trends.	Nothing this month.	
7. New Business		
	Nothing this month.	
8. Report	Summary	Action/Follow-Up
Announcements	<ul style="list-style-type: none"> • January - losing an SIR Coordinator. Most likely will need to cancel the next SIR training. Will be attending an online training at Alta and should be able to use this here. • Performance plan on website on transparency page. Eight measures on employment in this plan. Can NBRC present at a VAC meeting? Yes. Lauren will put on the agenda. • Self-Determination training has been provided to SCs and now they can have the informational meetings. First meeting is scheduled for 9/25 at Napa NBRC. This is an informed presentation. Flyers available today. • Donna Feingold reminder (Lauren) Art show at CDSA this month at Marriot in Walnut Creek. • Linda – Diana Pastora training Sept 27th Wednesday Elks Lodge Napa. Each session two hours with one-hour interaction for a total of three hours. Need a head count by September 20th. Send check to VAC C/O Kelley Hanson PACE Solano. Each agency is expected to pay \$200 to cover costs. Fifteen agencies have registered thus far. 	
9. Adjournment		
	Meeting adjourned at 12:00 PM	

Minutes submitted by: Darelyn Pazdel.