

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, March 5, 2014, 5:00 p.m.
North Bay Regional Center
10 Executive Court, Napa, CA 94558**

MINUTES

NBRC BOARD MEMBERS PRESENT: Harry Matthews, President/ARCA Rep
Walter Spicer, Vice President Margi Stern, Secretary/Treasurer
Kelley Hanson, VAC Rep. Franklin Phillips
Bill Hall, Oaks of Hebron (Personal Assistant) Barbara Power

NBRC BOARD MEMBERS ABSENT: Rhonda Foster
Joanne Tsai, Excused

STAFF PRESENT: Bob Hamilton, Executive Director
Kathy Newman, Exec. Assistant Dave Johnson, Chief Financial Officer
Courtney Singleton, Associate Director Thomas Maseda, Director of Administration
Deanna Heibel, Associate Director Pamela Madden Krall, Training Info Project Manager
Rick Burkett, IT Director Joanne Giardello, CMS
Kimberly Dowling, IT Paul Bray, QA
Karen Carlson, Service Coordinator

GUESTS PRESENT: Margaret Farman, UCPNB
Cindy Ruder, AIVB Saanen Kerson, Vine Village
Annie Breuer, CRA Bob Phillips, AIVB
Azalea Aguilar, Translator Steven Cutty, SEIU 1021
Virginia Barraza, AIVB Madelaluz Gutierrez, Parent
Veronica Bermudez, Parent Anna Gomez, Parent

CALL TO ORDER – Harry Matthews, 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/Spicer) Move that the minutes of February 5, 2014 regular business meeting be approved as submitted. **UNANIMOUS**

TREASURER'S REPORT

M/S/C (Spicer/Power) Move that the Treasurer's Report for the period of January 1 – 31, 2014 be approved as submitted. **UNANIMOUS**

ANNOUNCEMENTS:

- Pamela Madden Krall noted the following:
 - ✓ The NBRC Press newsletter has been printed in English and Spanish and posted to the website. She distributed hard copies at the meeting. If you wish to be added to the NBRC email distribution list, contact Pamela.
 - ✓ Solano County Office of Education is holding their transition Fair on March 19th from 5:00 to 7:00 p.m. at their office located at 5100 Business Center Drive in Fairfield.
 - ✓ Napa/Solano County Regional Advocacy meeting will be held on April 24th at the Solano County Office of Education from 10:30 a.m. to 1:00 p.m.
- Bob Phillips noted the following:
 - ✓ Solano County Children's Network is hosting their first Annual Children & Families Policy Forum on March 15th at Solano County Event Center in Fairfield from 9:00 a.m. to 2:30 p.m.
 - ✓ Solano SELPA Inclusion Summit is scheduled for April 12, 2014 at the Joseph Nelson Center in Suisun from 9:00 a.m. to 2:00 p.m.
- Saanen Kerson announced that her parents, Michael and Nancy Kerson, will receive the Lifetime Achievement Award for working with people with developmental disabilities on a farm. They have run Vine Village for over 41 years.
- Harry noted the following:
 - ✓ NBRC Management and SEIU reached a contract agreement on December 13th.
 - ✓ NBRC's new website is up and running. Harry paid kudos to Pamela Madden Krall for all her hard work making NBRC's website a reality.
 - ✓ NBDDS Bylaws has been updated to reflect trailer bill language etc.

FEATURE PRESENTATION: Ethnicity & Expenditures Data Report – Pamela Madden Krall provided a PowerPoint presentation regarding NBRC's ethnicity and expenditures for 2013. She noted the following:

- The Ethnicity & Expenditure data report is the second annual community input meeting.
- Following community input, NBRC will develop an "Action Plan" to submit to DDS.
- Pamela covered the following groups:
 - ✓ NBRC client ethnic groups by percent
 - ✓ Ethnic groups by age
 - ✓ Expenditure and utilization
 - ✓ Per capita expenditures versus authorized
 - ✓ Percentage utilized
 - ✓ Per capita expenditures by age group (0-3)
 - ✓ Per capita expenditures by age group (3-21)
 - ✓ Per capita expenditures by age group (22 years and older)
 - ✓ Per capita by language
 - ✓ Expenditures by residence type
 - ✓ Per capita residence by ethnicity
 - ✓ Residence type by ethnicity
 - ✓ Per capita expenditures: respite
 - ✓ Respite utilization comparison
 - ✓ Per capita expenditures: behavior
 - ✓ Behavior utilization comparison
 - ✓ Adult day and supported employment
 - ✓ Authorizations by diagnosis
 - ✓ Percent with no authorizations
 - ✓ No authorizations by diagnosis and age
 - ✓ Change happens

COMMUNITY INPUT

- Flexibility with respite as one size does not fit all.
- Inquire as to why parents are not using their authorized services.
- Be cautious when interpreting data as children with disabilities needs are being met through the school district. Don't use that as part of the data.
- Difficulty reaching Service Coordinator, i.e., unmet needs. One parent noted that she has waited three months to hear from her Service Coordinator. She is having difficult accessing services such as the purchase of a specialized seat, and behavioral services. Mom has called every day for four days with no returned call.
- Recruit bilingual Service Coordinators. Tom noted that NBRC is hiring as many bilingual people as possible. Recently hired six new Service Coordinators.
- Conduct a satisfaction survey. The State Council of Developmental Disabilities contracts with the Department of Developmental Services who randomly selects 400 clients to survey on an annual basis. The same survey is used by all 21 Regional Centers. NBRC has been conducting this survey for many years.
- Importance of advocacy for Spanish speaking parents. There is difficulty obtaining services through generic agency and the school system. Parents need assistance at Individual Education Program (IEP) and request that Service Coordinators attend with families. NBRC supports and empowers parents to speak for themselves. The Service Coordinator should take more of an upfront advocacy roll. Parents receive little or no support at the schools. Parents don't have the same voice as the rest of the IEP team.
- Service Coordinators support the parents. Parents should be directed to parent groups such as Matrix and ParentsCan.
- Service Coordinators need to speak up when they attend meetings with families. What good are they if they attend and never speak up? Their lack of participation is a big reason why parents are not contacting their workers.
- Latino families need to trust their Service Coordinators and believe they will be supported and empowered by them.
- PowerPoint printout is too small to read.
- There will be more outreach to families of color to obtain additional information to assure the system works more efficiently.
- Provide access for more parents to attend Board meetings.

- NBRC Plan of Action will be posted on website.
- Establish outreach committee that includes parents and Matrix.
- Provide material that explains Regional Center services and what services can be purchased.
- Identify community events so Hispanic families attend.
- Service Coordinators distribute information directly to families.
- Build “buy-in” to other community agencies
- Attending parents requested a meeting with Bob Hamilton and Cindy Ruder regarding how their families are being affected by their child’s disabilities and NBRC’s lack of response. Attending Hispanic families would like for Bob to consider how families are being treated and that maybe it is not just Latinos. One mother noted that she has two children with disabilities and is having problems getting support in general and in the IEP meetings. A worker directed her to Matrix for assistance with the IEP meeting. Why go to Matrix when her child is a client of NBRC.
- School districts know parents have very little support so they “squash” the parents.
- Understand where families are coming from then NBRC will better understand why Latino families stay and home and receive help from within their families. When hearing one story, at least 100 other families are struggling with the same issues.
- Never stop advocating for a child with a disability.
- Providers should be culturally responsive and understand how powerless families are. In order to support a family one needs to understand the dynamics of the families.
- Provide an Advisory Committee for underserved populations so they can bring issues to the table.
- Barbara Power invited Hispanic families to apply to serve on the Board.
- Outreach Committee composed of diverse group many of whom are bilingual. First meeting was yesterday.
- Include service providers on the advocacy committee.
- Thanked the parents for coming.

COMMITTEE REPORTS

A. Executive Committee – The Executive Committee meeting was held via conference call on February 19, 2014. The following items were discussed:

- Embezzlement case by one of NBRC’s past Santa Rosa employees. NBRC has been directed by the Police Department to not release any comments while this case is under investigation. There is still work to be done and NBRC does not want to compromise the Police Departments investigation.

B. Vendor Advisory Committee (VAC) – Kelley Hanson

- The VAC met on Tuesday, February 11, 2014. Please refer to the minutes for a complete report of all agenda items.
- The group discussed Transportation Access Plans and how quickly they will be completed for the 40 clients that are currently enrolled in the Aim Higher Day Program which is closing in mid-March. R&D reported that they have already started on this process and will continue to work very closely with NBRC to ensure that transportation is routed so that client programing is not delayed. There was also discussion around how quickly route changes occur and how much notice should be given to transporters, families and residential care providers. R&D confirmed that a 2 day notice is given to homes regarding route changes.
- Group reports were given.
 - ✓ The Napa/Solano Vendor Group discussed minimum wage changes and SLS changes in relation to over time and companion laws.
 - ✓ Transportation was also discussed as well as vendor fundraisers.
 - ✓ The Sonoma Group discussed the upcoming Legislative Breakfast to be held on March 28th, minimum wage changes and AB579.
 - ✓ Bob Phillips of the Area IV Board reported that the State Council was audited by its funding agency and issues were raised. The State Council must submit a report by 2/14/14 detailing resolutions to the audit findings. Final decisions regarding how the State Council will move forward will be made on March 20th.
 - ✓ Mary Eble of NBHC reported that they are looking for duplexes, funded by grant money they received. She also reported that the roommate list has grown to 35 and they are considering hosting mixers so that people can get to know one another, increasing the chances of a roommate match. She reminded the group that each city must have something in their housing plan to include people with disabilities. She asked that vendors from the VAC attend hearings in their respective cities.
 - ✓ Liz Sutton reported that the CDSA Leg Affairs Conference will be on March 3rd and March 5th. Wage compression, in regards to the new minimum wage increase, will be discussed.
 - ✓ Stan Higgins reported information from the CASACC conference call. There was discussion around SEIU campaign efforts as well as the overtime law and how it relates to IHSS.
 - ✓ Michi Gates reported job title changes at NBRC. CPC’s are now called Service Coordinators and Case Management Specialists are called Senior Service Coordinators.

- At the conclusion of the meeting several announcements were made;
 - ✓ Karen Farnsworth announced that the California Programs for the Autistic, Inc. will be celebrating 35 years of service at Hotmonk Tavern in Sebastopol on 4/26/14 from 2:00 pm to 5:00 pm.
 - ✓ Mike Huckins reported that the ARC Solano's 18th Annual Evening at the Academy Awards will be on Sunday March 2nd. The theme is the Wild West. There will be a buffet dinner and a silent auction.
 - ✓ Stan Higgins announced the Oaks of Hebron fundraiser will be held online from 2/7/14 to 2/15/14.
 - The next VAC meeting is scheduled for Tuesday, March 11, 2014.
- C. Nominating Committee – Walt Spicer, Chair – Nothing to report other than the Committee continues to search for Board candidates in Solano County. Margi noted that she will be distributing a recruitment letter in Solano County school district and beyond.

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton, Executive Directors Report:

- Senate Bill 946 (Steinberg) – This bill provides a basis for insurance companies to pay for services for children with Autism. It has met some "roadblocks" with the Department of the Administration of California which were evidenced in the hearing 946 Hearing. The co-pays and deductibles are stopping a lot of parents from accessing services. The utilization is approximately half of what they thought it would be. Hopefully, it will provide policymakers with some impetus to take another "run" at the Administration on cost. The Coordination of Benefits Unit takes care of all of this; i.e., handling grievances and filing of appeals.
- ARCA Grass Roots Day is scheduled for March 12th. Randy Kitch, NBRC Consumer Advocate, Bob Hamilton, Pamela Madden Krall, and possibly an Early Start Specialist will be attending. ARCA advised Bob to focus on the following housing issues;
 - ✓ Senate Bill 391 (DeSaulnier). This is a second year bill which provides a \$75 fee for all Real Estate transactions that will go into a fund for low income housing. The ARCA Grass Roots group will attempt to obtain legislative support on said bill.
 - ✓ There is a spot bill that Senator Correa introduced (SB 1178) which addresses providing housing assistance for people with developmental disabilities who are in transition from an institutional to an independent setting. This bill would state the intent of the Legislature to enact legislation that would require the Department of Housing and Community Development to report to the Legislature on the status of the housing needs of individuals with developmental disabilities.
 - ✓ The ARCA Grass Roots group will also focus on what the Regional Center system does and what services they provide to people with developmental disabilities.
- Margaret Farman noted Assembly Bill 577 which authorizes 70 hours at \$45/hour to vendors to support people with disabilities to obtain a pre-employment job assessment and job cultivation. Bob Phillips noted that the bill passed out of the Senate with no opposition and is in Assembly. It will create a DDS service code to do discovery and exploration.
- ARCA (www.arcenet.org) posts an updated State legislation bill file identifying bills supported and opposed. NBRC website (www.nbrc.net) has an ARCA link.

Michi Gates, Director of Client Services: No Report

Dave Johnson, Financial Report:

- The Purchase of Service (POS) section of the dashboard reflects expenditures for the first seven months of the fiscal year, 58% of NBRC's fiscal year. POS expenditures are currently 64% of the allocation through the E-3. Based on the current POS forecast NBRC will overspend its POS allocation through E-3. We are anticipating additional funds will be allocated by DDS in the future to make up this shortage.
- On the Operations side, NBRC's expenditures are currently 58% of the allocation through the E-3. NBRC is on target to achieve their operations budget this year.
- DDS will come up with new rates for vendors/rate increases. No money to compression however. No one is going to get much of an increase.
- Cash flow – we are currently okay. Bob added that he met with John Doyle new Deputy Director DDS to discuss cash flow and insufficient allocations. DDS needs to increase their lending authority with the agency through the Department of Finance. Mr. Doyle is very supportive.

LIAISON REPORTS

- A. Association of Regional Center Agencies (ARCA) – Harry Matthews (10 minutes): No meeting – one scheduled the end of March.
- ARCA is focused on cash flow. Bob Hamilton, Jim Burton, and other key people are pursuing resolution of

the cash flow problem.

B. Area IV Board – Bob Phillips, Executive Director (10 minutes):

- NBRC Embezzlement case – how could this happen? Certainly NBRC doesn't want it to happen again. Why was this not found by DDS and/or NBRC's independent audit? Kudos to NBRC for finding the problem and handling it appropriately. Bob Phillips noted Jung Phem, an investigator with Disability Rights of California, noted that his intention is to assist North Bay Regional Center to discover the system problem and not to find fault.
- On October 9, 2013, Governor Brown signed AB 1041 (Chesbro), which establishes in statue an Employment First Policy. California became the 12th state to enact an employment first policy law. This policy provides opportunities for integrated, competitive employment for people with developmental disabilities, regardless of the severity of the disability. Golden Gate Regional Center (GGRC) Board of Directors has adopted a revised Employment First Policy in support of recently enacted Assembly Bill 1041 and the work of the State Council on Developmental Disabilities.
- The State Council on Developmental Disabilities is experiencing difficulties with the Federal agency that funds them. Assembly Bill 1595 (Chesbro) proposes to eliminate all language that is in conflict with federal law eliminating Area Boards. Area Boards would then become Regional Offices for the State Council. Staff salaries will be paid through the end of June only. Bob Phillips is unsure what will happen after that. Bob is optimistic that the feds will unfreeze the money.

GENERAL PUBLIC COMMENT: None

GOOD OF THE ORDER – None

NEXT MEETING ANNOUNCEMENT – The next Board meeting is a Regular Business Meeting scheduled for April 2, 2014 at North Bay Regional Center, Napa Office at 5:00 p.m.

ADJOURNMENT – M/S/C (Phillips/Power) Move to adjourn the meeting at 7:05 p.m.

UNANIMOUS