

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, October 1, 2014, 5:00 p.m.
Sonoma Developmental Center
15000 Arnold Drive, Eldridge, CA 95431**

MINUTES

NBRC BOARD MEMBERS PRESENT:

Franklin Phillips
Joanne Tsai

Harry Matthews, President/ARCA Rep
Bill Hall, Oaks of Hebron (Personal Assistant)
Margi Stern, Secretary

NBRC BOARD MEMBERS ABSENT:

Rhonda Foster (Excused)

Walt Spicer (Excused)
Mike Huckins, VAC Rep

STAFF PRESENT:

Dave Johnson, Chief Financial Officer
Pamela Madden Krall, Trng. Info Project Mgr.
Courtney Singleton, Associate Director
Michi Gates, Director, Client Services
Rafael Hernandez-Perez, EIS
Jordan Hall, Medicaid Waiver
Chad Graham, SC
Alex Williams, SC
Dianna Tucker, QA
Stacia Mott Austin, SC

Kathy Newman, Exec. Assistant
Bob Hamilton, Executive Director
Deanna Heibel, Associate Director Client Services
Thomas Maseda, Director Administration
Pamela Madden Krall, Training Manager
Jonathan Padilla, COAST Sup.
Micheline Justman, SC
Lynda Wheeler, CMS
Tara Knutson, Community Resource Sup.
Reyna Lopez, SC

GUESTS PRESENT:

Kathleen Miller, PHA President/Parent
Linda Plourde, Bayberry, Inc.
Karen Lustig, ALDEA
JJ Fernandez, SDC
Molly Dillon, PHA/Sibling
John McCaull, Sonoma Land Trust
Espie Sorongon, Gordon Home GGRC
Amy Narcisco, SB962 Home Provider GGRC

Margaret Farman, UCPNB
Pat Walter, PHA/Parent
Markley Sutton, Ph.D. PHA
Karen Faria, Director SDC
Martin Weil, AIVB
Bonnie Thurman, DDS
Megan Gordon, Capt/PT Union
Nemia Alendido, SB962 Home Provider GGRC

CALL TO ORDER – Harry Matthews, President, called the meeting to order at 5:14 p.m. Roll was called and a quorum was present. Board and audience introduced themselves.

CONSIDERATION OF MINUTES

M/S/C (Phillips/Tsai) Move that the minutes of September 3, 2014 regular business meeting be approved as amended. UNANIMOUS

Margaret Farman, Executive Director, United Cerebral Palsy of the North Bay, noted that a portion of her public comment at the September Board meeting was not recorded. She again emphasized that due to the constraints of the rates, UCPNB is only able to offer \$10-\$15/per hour for community care providers. The average is approximately \$12.50/per hour. It is difficult in Napa County, especially around “crush”.

TREASURER’S REPORT

M/S/C (Stern/Phillips) Move that the Treasurer’s Report for the period of August 1 - 31, 2014 be approved as submitted. UNANIMOUS

ANNOUNCEMENTS

- Karen Faria, Director, Sonoma Developmental Center, welcomed North Bay Regional Center and Board of Directors to the SDC campus.
- Markley Sutton, Ph.D., noted that he was asked by Parent Hospital Association (PHA) to tabulate the results of an SDC parent survey regarding quality of care of loved ones, i.e., satisfaction of regional centers involved and satisfaction of SDC. PHA received 103 responses. Dr. Sutton provided an overview of the survey and responses received. Dr. Sutton also provided the results of the survey to the NBRC Board of Directors.
- Pamela Madden Krall noted that as part of NBRC’s parent outreach and education series, and ethnicity and disparity reporting along with the outreach plan in place to meet with parents and families of NBRC’s Latino community, the first two meetings have been held. Pamela thanked Rafael for translation at ParentsCan and

Maria Lopez in Sonoma. Groups have been scheduled throughout November with dates posted on the NBRC website. A meeting with the Vallejo Community Advisory Committee on October 20th. Every month, dates will be scheduled in all three counties to meet with parent groups and provide further education regarding eligibility, service coordinator's roll, expectations from the regional center and what the regional center will expect from them. Harry noted this is an area of focus for NBRC.

FEATURE PRESENTATION: Community Placement Plan (CPP) Development/Overview – Courtney Singleton and Tara Knutson.

What is CPP?

- The CPP ensures that individuals with developmental disabilities live in the least restrictive settings to meet their needs.

CPP is designed to ...

- Assist Regional Centers to provide the necessary services and supports for individuals to transition from locked facilities to community settings.

The GOAL for CPP is ...

- To enhance the capacity of the community service delivery system and to reduce reliance on locked facilities.

How is this done?

- Each year, all 21 Regional Centers submit a plan to DDS detailing how they will assist clients to live in the least restrictive setting possible in the community.
- Development of programs
- Start-up funding for new programs in the community that will meet the needs of clients moving out of institutions.

NBRC Resource Development

- NBRC is in contract with providers to complete the following projects:
 - ✓ 4-bed Specialized Residential Facility to serve people from a DC will be open. Completed - one individual from SDC has moved in.
 - ✓ 4-bed Residential Facility for the Elderly is close to completion. Completed – two individuals from SDC have moved in.
 - ✓ 4-bed Specialized Residential Facility to serve people with forensic and mental health needs.
 - ✓ 5-bed ARFPSHN (962 Adult Residential Facility for People with Special Health Needs) Home that will serve clients with specialized health care needs moving from a DC.
 - ✓ 4-bed Specialized Residential Facility to serve clients with Prader Willi.
 - ✓ Development of two single family homes for clients moving from DCs to live in the community in Supported Living.
 - ✓ 4-bed Adult Residential facility emphasis on medical needs and elderly RCFE (Residential Facility for the Elderly).
 - ✓ 4-bed Adult Residential Facility to serve clients with behavioral needs such as PICA and self-injurious behaviors.
 - ✓ Two supported living agencies that specialize in working with clients with intense behavioral needs.
 - ✓ Purchase of one single family home for clients leaving DCs to live in.
 - ✓ Wrap around mental health services agency.
 - ✓ Housing acquisition and rehabilitation of an ARPSHN home.
 - ✓ Two bed children's crisis home (joint project with ACRC).
 - ✓ Two bed children's crisis home (joint project with ACRC in ACRC area).
 - ✓ Four bed children's step down home (joint project with ACRC).
 - ✓ Four bed children's step down home (joint project with ACRC in ACRC area).
 - ✓ 15-bed crisis home with delayed egress and secure perimeter (joint project with RCRC).

NBRC14/15 CPP Development - DDS approved RFPs coming out soon

- 5-bed ARFPSHN for people with nursing needs.
- 4-bed SRF for people with medical and behavioral needs.
- 4-bed Enhanced Behavioral Support Home (EBSH) home for people with sensory impairments and behavioral challenges.
- Behavioral services to support individuals with challenging needs moving from locked facilities.
- Day program site based in Solano County for people with behavioral and/or challenges and forensic needs.
- Day program for people with forensic and/or behavioral needs in community.

- Housing acquisition and rehabilitation for crisis facility.

Tara and Courtney introduced three ladies, Amy Atendido, Nemia Narcisco, and Espie Sorongon, who all worked at Laguna Honda Hospital and are RNs. They formed a company called Atenar and opened what was formerly called an SB962 home when it was in pilot phase (now Adult Residential Facilities for Persons with Special Health Care Needs (ARFPSHN home) in San Mateo. Then Espie Sorongon opened her own 962 called Gordon Home. All homes are in San Mateo County. For now they have been awarded an ARFPSHN home in NBRCs catchment area.

The ladies also formed another company called Narasol and opened five homes funded by downsizing money, all very specialized, much like a 962 but fewer nursing hours. These homes have tracking systems and generators to assist and ensure the care for medically fragile folks.

Narasol then opened a medically fragile day program called Horizons, also in San Mateo County. They are in development with Golden Gate Regional Center (GGRC) to open a second program for the same population.

The quality of care and presence in the homes has not decreased as they have grown. They are excellent both administratively and in service delivery.

They also formed KEAN and opened a day program for clients with challenging behaviors.

Amy, Nemia, and Espie presented a video of their homes detailing extensive services provided to medically fragile clients. Each person has their own bedroom decorated to individual personalities. These homes are community integrated.

Harry noted that fiscal year ending 2013 NBRC moved six clients from SDC into the community plus an additional six out of locked facilities.

Discussion followed.

NEW BUSINESS:

- A. Performance Contract Approval (Pamela Madden Krall) – Public input received at the September Board meeting has been incorporated into the Performance Contract, i.e., gather data to indicate NBRC exceeds the 142 day timeline intake process and what the average is, completing transfers in a more timely manner, and working with hospitals, clinics, and dental services to assure that NBRC's population is receiving the care they need. Pamela noted that she will be working with Michi, Courtney, and Dee to develop action plans to address these issues.

M/S/C (Phillips/Tsai) Move to approve the Performance Contract.

UNANIMOUS

COMMITTEE REPORTS

- A. Executive Committee – Harry Matthews – No meeting this month. The embezzlement case has concluded. The amount of exposure was just under \$400K. Through Thomas's efforts, NBRC will receive the maximum reimbursement through the insurance company in the amount of \$200K. NBRC will attempt to recover the balance through Chase, Manhattan, and Washington Mutual because of the forged checks that were involved.
- B. Vendor Advisory Committee (VAC) – Mike Huckins (absent) – No report was provided.
- C. Nominating Committee – Walt Spicer, Chair; Joanne Tsai – Harry noted that Barbara Powers, a recent Board member who resigned due to now resolved issues has expressed a desire to return.

M/S/C (Stern/Phillips) Move approval of Karen Lustig be seated as a Napa County VAC member.

UNANIMOUS

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton Executive Directors Report:

- Bob participated in a conference call with DDS on analyzing our Purchase of Service costs. Even though we are past the fiscal crisis, it is essential that we continue to be good stewards of California public funds and spend in a responsible manner.
- For any program in the general fund the Governor uses the Department of Finance to do his bidding to ensure Regional Centers are doing the "right thing". The Department of Finance just found \$70M in prior year unused funds which would give each Regional Center an E6 amendment and bring the statewide system close to even. The message that came with that \$70M is "the well is dry". Some of the expenditure trends reviewed during the

conference call note that NBRC is the “poster child” for Supported Living Services. The Department will investigate how NBRC administers the SLS program. NBRC is revising the contract by providing more accountability for SLS services and to look at different ways in which it is funded and to identify the various components of SLS. NBRC has attended the quarterly meeting with the SLS providers and addressed it in the Vendor Advisory Committee meeting, etc. This is a huge turning point for NBRC and we are doing something because we are motivated to remain in good standing as far as administering our contract and to focus on the needs of our clients and provide the best services possible. NBRC doesn't want to be a just an instrument of the State but to advocate for the wellbeing of the people we serve.

- There will be changes forthcoming in this area. It is a preferred living arrangement for many people. Regional Centers interpret the Lanterman Act differently relative to SLS.
- NBRC and RCRC are the highest spending Regional Centers for SLS in the State of California. Both have 15-16% of their population in SLS. For NBRC that is 814 people. In 2009 NBRC had 400 in SLS and 1200 in Community Care Facilities (CCF). We now have approximately 900 people in CCFs and 800 in SLS.
- NBRC is having difficulty finding places for SLS. We are working with the Department to find ways to improve affordable housing through our non-profit North Bay Housing Coalition.

Michi Gates, Director, Client Services noted the following:

- Stacia Mott, Service Coordinator in Lynda Wheeler's Placement Unit in the Santa Rosa office was recognized for her stellar efforts to make one of her client's dreams come true. Stacia noticed that her client had reached the asset limitation with money in savings. Stacia asked what her interests were and was told she loved going to Disneyland. Stacia confirmed that she could now afford to go. But her client didn't want to go alone, she wanted her two best friends to go with her. All three ladies are in their 70's and 80's so this may be the only time they would be able to go together. The friends could not afford to go so Stacia attempted to find alternative resources that would assist the group to travel together. She had heard about New Directions, a company that works with individuals with disabilities to put travel packages together. Stacia contacted the company regarding possible scholarships. Stacia completed the application with the two ladies and submitted it on their behalf. New Directions provided a partial scholarship to two of the ladies. With the assistance of their residential service provider who coordinated rides and pick-ups at the airport, and New Directions providing staff to travel with the ladies, the best friends embarked on their trip to Disneyland. They had a great time together and when they returned home, told Stacia “we went on rides that were fast?” Through Stacia, the three best friends, had the time of their life.
- Many new Service Coordinators at NBRC and all are doing wonderfully. All Service Coordinators are committed and working very hard to assist clients in receiving necessary services. Michi thanked all service coordinators for their commitment/hard work each and every day.
- NBRC is conducting outreach to Spanish speaking families.
- NBRC has requested a meeting with Partnership, NBRC's managed care plan for MediCal in all three counties, regarding dental care issues. NBRC Dental Coordinator serves on the workgroup with Senator Steinberg. Sutter Solano Hospital who provides operating rooms for sedation dentistry, has agreed to extend their timeline to provide these services. They will not extend it further unless they see significant progress and move toward raising the rates they can be paid for sedation dentistry. That is why NBRC is attempting to meet with Partnership to ascertain what their flexibility is in raising the rates.
- NBRC is also working with Partnership regarding medical coverage for ABA services. Dr. Maher is working to assure the transition from one funding stream to another is smooth for all clients receiving ABA.
- NBRC will soon vendor two Community Placement (CPP) funded SLS providers in NBRC's catchment area. Both agencies come with a proven track record from other regional centers have served individuals from NBRC and have done very well with clients with challenging needs.
- New outsourced payeeship service with New Leaf will begin soon. Service coordinators will no longer be monitoring or providing oversight for payeeships for clients' benefits. New Leaf also has a proven track record for providing these services.
- NBRC has instituted a referral process for SLS agencies who will be more equipped to meet a person's needs. This referral process will begin October 3. Service Coordinators will obtain referrals for SLS agencies from a Committee that are appropriate to meet an individual's needs. NBRC will follow with doing the same for day programs.
- Michi noted the new Intake Department Report in the Board packet. Statistical information included in the report indicates improvements to the department which will assure efficiency. Intellectual disability is losing ground as the most common category of eligibility and that autism is on the rise. A new Referral Coordinator has been hired who will be the first contact between the regional center and a prospective client. This will allow the Assessment Counselors to focus on completing assessments for the regional center applicants. One of our psychologists, Katie Pedgrift, is offering group supervision for staff to earn licensure hours for their MFT or MSW.

Dave Johnson, Financial Report:

- Dave noted that the Purchase of Service (POS) section of the dashboard reflects expenditures for the first two months of the fiscal year which represents 17% of NBRC's fiscal year. POS expenditures are currently 16% of the allocation through the A-1.
- NBRC Supported Living Services spending forecast exceeds Community Care Facilities by 20%. Last year Supported Living Services spending increased by 18% while Community Care Facilities decreased by 8%, continuing a trend from prior fiscal years.
- On the Operations side, NBRC's allocation through the A-1 is \$17,367,573 for 2014/15 vs. \$17,270,066 for 2013/14, (a 1% increase). NBRC has already committed to a 2.5% cola this year, along with a .3% increase in retirement contribution, a 34% increase in workers comp costs.
- Thanked John Doyle, Deputy Director, DDS, for his work with the Department of Finance for making this happen.

LIAISON REPORTS

- A. Association of Regional Center Agencies (ARCA) – Harry Matthews (10 minutes): No meeting.
- There was a conference call to discuss cash flow.
 - A special SDC Taskforce will convene Wednesday, October 8th, to discuss ways to strengthen community services. Taskforce members represent every aspect of services.
- B. Area IV Board – Martin Weil, Chair (10 minutes):
- AB1595 is a bill funded by the Federal Government that forces the State Council on Developmental Disabilities to eliminate Area Boards throughout California, along with reducing control the Governor and the Legislature have over the State Council. The State Council will become a more powerful and centralized authority but the impact on local communities is a concern. As of January 1, 2015 the volunteer board will no longer exist. The State Council will eventually distribute rules/regulations for a new Advisory Committee. The existence of the Advisory Councils is still a mystery. Bob Phillips, Executive Director, Area IV Board, along with others throughout the State will officially become subservient to the State Council. The State Council will most likely consolidate offices.
 - The Area Boards have served an important function as an additional source of advocacy and oversight for people with developmental disabilities. Area Board advocacy and oversight will no longer be a role of the Advisory Committee. There are other sources but no additional capacity to cover the AIVB advocacy and oversight.
 - Cindy Ruder reports that she has been active with the North Bay Employment First Coalition, working on egrated services, customized employment services with Sarah Murphy (State Council grant recipient). They will target service providers in a training in November. She has been working with NBRC/Pamela Madden Krall on outreach to Spanish speaking community. She thanked Pamela and NBRC for their hard work.
 - Bob Hamilton thanked Martin for his advocacy and oversight.
 - Michi Gates noted the fourth employment summit held at Golden Gate Regional Center. Denise Courtwright from the Department of Developmental Services spoke about SB577 (Pavley) a bill requiring the Department to conduct a 4-year demonstration project to determine whether community-based vocational development services will increase employment outcomes for consumers and reduce purchase of service costs for working age adults. The bill requires five demonstration projects to promote employment for people with developmental disabilities. The Department will initiate a Request for Proposal so all regional centers will be able to apply to participate in the program. If this program works, DDS is not required to go back to the Legislature to expand the program statewide.

GENERAL PUBLIC COMMENT:

- Kathleen Miller thanked the Board for conducting a meeting at SDC.
 - ✓ Kathleen noted that NBRC's CPP Plan will place some SDC residents in the community. Parents Hospital Association (PHA) surveyed parents specifically about preferences regarding community settings.
 - ✓ Sonoma Coalition community organizations looking at transition of SDC and what it should look like in the future and how to create a safety net for residents. Subcommittee of that coalition will ensure that recommendations of the taskforce become a living document.
 - ✓ The subcommittee has selected areas of focus; health services, medical services (possible community clinic at SDC), dental services, durable equipment, crisis services, and hope to add mental health and medication management. It is the hope of PHA that the CPP will collaborate with SDC.
 - ✓ Department of Social Services (DSS) Workgroup in Sacramento. Kathleen noted there wasn't much support for secure perimeters in the workgroups. Trailer Bill Language was created by DSS/workgroup in response to the recommendations of the taskforce. That TBL almost exclusively looked at behavioral

residents. TBL was created to allow staff from developmental centers to work in community settings if they wish to transfer so they can work with clients they are familiar with. As a result of the DSS workgroup, a crisis facility will open at SDC in January. Kathleen noted that when a person is in crisis, immediate assistance is paramount. She also noted the need for a longer term stabilization facility for people who are dangerous and are not ready to go into a community setting. Discussion followed.

- Pat Walters requested formal cooperation/link between CPP staff and SDC. Pat represented parents who have children residing at SDC who are worried regarding oversight and security. Pat noted that her daughter resided in group homes prior to living at SDC. Pat's daughter became ill and was sent to an acute care hospital and her service provider terminated her placement leaving her with no place to go. Service to people with developmental disabilities goes very deep in Sonoma County. Many are aware that changes are afoot. When looking for placement, don't overlook Sonoma County.
- Molly Dillon encouraged NBRC Board to continue supporting the needs of clients wherever they may reside. We all must continue to be interested in those who reside in the DCs who need our services and supports as well as those who reside in the community. Currently, there is a lot of community interest in the SDC/property and preserving the special attributes the Center has. It was Molly's suggestion to formalize collaboration with the CPP process. Mollie also requested a place on the Board agenda quarterly to assure everyone is aware of what is going on at SDC. PHA is involved in Sacramento and locally more than ever so has a lot to communicate with the hopes of NBRC supporting their endeavors.
- Harry noted that ARCA sends out multiple emails and some include a schedule of meetings taking place. Somehow they get bundled with other issues so he encouraged Molly to coordinate updates. Molly noted PHA's website for updates.

ADJOURNMENT – M/S/C (Phillips/Stern) Move to adjourn the meeting at 7:08 p.m. UNANIMOUS

NEXT MEETING ANNOUNCEMENT – The next Board meeting is scheduled for November 5th, 2014 at Solano County Office of Education at 5:00 p.m.