



REGIONAL CENTER OF THE EAST BAY
Board of Directors Meeting

Monday, July 24, 2017
500 Davis Street, San Leandro
Approved 9/25/17

RCEB BOARD MEMBERS PRESENT:

Kathy Hebert, President
Evangeline Iyemura, Vice President
Nyron Battles, Secretary
Morena Grimaldi, Diversity & Equity Chair
Chi Lee, Treasurer
Gwen Nash-Butler
Sister Marygrace Puchac, PVAC Representative
Mike Treppa, Budget & Finance Committee Chair

ABSENT [excused]:

Rose Coleman
Marie Parra

STAFF PRESENT:

Lisa Kleinbub, Executive Director
Beth DeWitt, Director of Community Services
Terri Jones, Director of Human Resources
Lynn Nguyen, Director of Finance & Administration
Steve Robinson, Director of Community Placement & SDC Closure Plans
Evelyn Hoskins, Associate Director of Federal Programs
Elvia Osorio-Rodriguez, Associate Director of Children's Services
Silvia Siu, Controller
Priscilla Gomez, Transportation Manager
Meredith Rosenberg, Case Manager
Guillermo Torano, Case Manager
Laura Woodford, Case Manager
Herb Hastings, Consumer Advocate
Michi Toy, Executive Assistant

GUESTS:

Lilian Ansari
Julia Cantrell
Jullo Corral, SEIU
Angela Gattis
Geneva Ziaoué

CALL TO ORDER

Board President, Kathy Hebert called to order the regularly scheduled meeting of the Regional Center of the East Bay at 7:03 p.m.

WELCOME AND INTRODUCTIONS

Self introductions were made and a quorum was present.

CONSENT AGENDA / MINUTES

M/S/C “The Board moves to approve the July 24, 2017 agenda as presented.”
 [Battles/Puchac] Unanimous

M/S/C “The Board moves to approve the June 26, 2017 minutes as presented.”
 [Battles/Nash-Butler] Unanimous

PUBLIC COMMENT

Herb Hastings reported on the CAC Committee’s status of the Wendy’s compliance project.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE: Kathy Hebert

CONTRACT APPROVALS

PURCHASE OF SERVICES CONTRACTS

Futures Explored

Ms. Hebert distributed the contract approval form detailing the method that HCBS Grant funds will be disbursed between several Futures Explored programs over the next 18 months. The term of the contracts is from July 1, 2017 through June 30, 2018 and the total amount of the fund is \$393,400. Questions and answers followed as Beth DeWitt elaborated on this grant and the program. Although there are more programs that also received a grant, we are only presenting this one since it is over \$250K. [W&I Code 4625.5].

M/S/C “The Board moves to approve the disbursement of \$393,400 from the HCBS Grant to Futures Explored, given that the milestones have been achieved.”
 [Battles/Nash-Butler] The motion was adopted.

Supported Living Services (assorted renewals)

There are 29 different contract agreements listed on the contract approval sheet distributed. These contracts represent the agreement with RCEB to operate supported living services to our clients who are living in their own home in the community. The term of the contracts are from

6/30/17 to 6/30/18, and are renewals from last year. Questions were asked and answered by Ms. DeWitt accordingly.

M/S/C “The board moves to approve of the renewal contracts between RCEB and the various Supported Living Service contractors that are listed on the attachment as presented.” [Battles/Nash-Butler] The motion was adopted.

BUDGET AND FINANCE COMMITTEE - Report from 7/24/17 – Mike Treppa

Purchase of Service

RCEB continues to project a surplus for Non CPP Purchase of Services expenditures with a sufficiency ranging from approximately \$9.7MM to \$11.4MM, an increase of \$1.7MM to \$1.3MM from the previous month’s projection. This is in line with 12 other regional centers that are also experiencing a surplus for FY16-17.

Regional centers system-wide are reporting a projected surplus of approximately \$22.8MM million best case scenario, and an approximate surplus of \$17.3MM million worst case; a decrease of \$13.9MM and \$9.9MM respectively over last month.

Operations

Our staff has completed closing June books for the fiscal year-end. Any remaining funds for FY 16-17 have been encumbered for projected expenditures; but those amounts are not yet reflected in our financial report under the “expended year-to-date” column which currently shows 91% in base. However, as projected throughout the year, we continue to report a balanced operations budget for FY16-17.

Status of Fiscal Year 17-18 allocation

As approved by the Board at the last meeting, RCEB received the preliminary “D” Contract and allocation for FY17-18 for \$307,807,451. Staff is currently analyzing the FY17-18 POS and Operations allocations that we received but since this is only the preliminary contract, we will need to wait until we receive the D-1 contract amendment, which is expected to be released by August 15th, to provide the board with this year’s operations budget and projections.

The Sufficiency of Allocation Report (SOAR) is typically completed and due to the State in December of each year. Staff will provide the Board with our Purchase of Services projections for FY17-18 after our completion of the SOAR report.

Line of credit

Due to the delay in receiving our two cash advances for FY17-18, we borrowed \$14MM at a 4.25% interest from our Union Bank line of credit on July 14, 2017 to have enough cash to pay for June services. As soon as DDS sent the two cash advances, we repaid the loan on July 20th 2017 incurring 6 days of interest which totaled \$9,916. The \$35MM line of credit remains active through September 30th; however, we do not anticipate needing to draw for the remaining of the term. We should be getting our 3rd cash advance on August 1st.

Bank Signature Cards

Due to the recent change in positions, RCEB is updating its bank signature cards to update Elisabeth (Lisa) Kleinbub's title as the new Executive Director and to remove James M. Burton, Nancy Kubota, and Santi J. Rogers as authorized check signers. Currently, the check signers are Elisabeth Kleinbub, Lynn Nguyen, Ronke Sodipo, Beth Dewitt, Steve Robinson, and Terri Jones as RCEB Directors.

Please note that the vast majority of our checks are released with the facsimile (automated) signatures. At this time, we are also updating the facsimile signatures to remove James M. Burton and Nancy Kubota's signatures and to replace them with Elisabeth Kleinbub and Lynn Nguyen's signatures.

Since changes in bank signature cards and facsimile require Board resolution, Mr. Treppa made a motion for approval to authorize new bank signature cards and facsimile for the agency. The Board members asked questions and Lynn Nguyen answered them accordingly.

M/S/C "I would like to make a motion that the Board duly adopt and approve the update to the bank signature cards and facsimile as stated for the bank accounts in accordance with the Bank and DDS agreements." [Battles/Iyemura]
The motion was adopted.

MEMBERSHIP DEVELOPMENT COMMITTEE: Kathy Hebert

Ms. Hebert stated that the committee has been busy interviewing a few candidates for board membership. Ms. Hebert nominated a particular candidate this evening, and a vote will be taken at the next board meeting in September. Last month, new board member applicant Dinah Shapiro was nominated to join the board; therefore, tonight a ballot vote was conducted. Mike Treppa tallied the votes and it was unanimous [8-0] that Dinah Shapiro's first term of three years take effect at this 7/24/17 board meeting.

PROVIDER/VENDOR ADVISORY COMMITTEE [PVAC]: Sister Marygrace Puchac

The PVAC meeting was on July 14th in RCEB's Concord office. There was a smaller turnout possibly because many families are on vacation. At this meeting, providers shared their concerns, resources, etc. There was a great concern about transportation issues centered on clients arriving/leaving programs late, as they discussed options to solve the issue. There was also a presentation by Dr. Heidi Morgan from the Essential CEU Institute. Their site has many convenient online courses available as it is convenient and accessible for all.

<https://essentialceu.institute/>

CONSUMER ADVISORY COMMITTEE [CAC]: Nyron Battles/Gwen Nash-Butler

Mr. Battles stated that their CAC needs to recruit for new members, and for those who are interested to contact Karen Shuttleworth. A major concern discussed at their meeting was job

availability as well as the political climate in Washington, D.C. The CAC attendees are also currently planning their yearly Oakland A's game in August.

DIVERSITY and EQUITY COMMITTEE: Morena Grimaldi

Ms. Grimaldi stated that the meeting went very well, with lots of topics discussed. Since it is still summer, the support groups have not been meeting regularly. Ms. Grimaldi elaborated on some of the support group's activities, in particular, RCEB's Home & Community Based Services [HCBS] Specialist, Michael Minton who coordinated a Farsi, Hindi, and Arabic meeting at a Muslim center in Livermore. RCEB's new Diversity & Equity Specialist, Jairo Guiza, summarized the activities that RCEB had been engaged in including the 7/21 mosque event where the goal was to reach out to that community as a whole. This was a successful event and connections were made. There are also several upcoming events; Congreso Familiar on Saturday, August 5th at Chabot College in Hayward; a Family Fun Day with FCSN on Sunday, August 27th at the new Always Dream Play Park in Fremont; and the Asian Family Conference on Saturday, September 23rd. RCEB is focusing on going out into communities and being present there, instead of depending on the community to come to us, as we build that comfort level with them. We are also meeting with other regional centers to try to address common challenges that we all face.

EXECUTIVE DIRECTOR'S REPORT: Lisa Kleinbub, Executive Director

Ms. Kleinbub welcomed everyone to her first Board meeting as the new Executive Director of RCEB. Jim Burton will be working with Lisa on the transition for the next three weeks and she is starting to set up appointments with community leaders and providers. Ms. Kleinbub thanked the Board for all the work that was put into the interview process and for having Santi J. Rogers for a few months as Interim Executive Director supporting RCEB. Ms. Kleinbub spoke about her history with our regional center and about our staff, our consumers and their families, as well as our service providers and community organizations working closely together.

Budget

The service community system's budget is \$6.4B. A majority of its use is for the continuation of programs that are already in place and a continuation of our base caseload as well as a little extra for consumer caseload growth. There is no rate increase for regional centers or service providers in the budget for this year. Ms. Kleinbub elaborated on what she had informed the Diversity & Equity Committee about this evening with regards to the State lifting the Purchase of Service [POS] cap of 90 hours per calendar quarter of both in-home respite and 21 days of out-of-home respite, effective Jan 1, 2018 {w&l 4686.5}. Having that cap really impacted families who were only receiving that service through the regional centers. Therefore, we will be looking into working with the families, providers, and community organizations on how to implement that change. The RCEB respite policy will be revised and IPP's revised according to consumer and family need.

There is funding for safety net services {see DDS's May 2017 Safety Net Plan on our website at <https://www.rceb.org/post/legislation-and-state-budget>}. Many of the safety net services are tied to the

closure of the developmental centers. There will be two state-operated acute mobile crisis teams; one for Northern and one for Southern California as well as state-operated crisis stabilization facilities.

Another change in the budget is how the \$11M granted last year to diversity & equity projects will be distributed. Community organizations will be able to apply for these grants directly from DDS. Guidelines will be issued by the Department and the regional centers will be providing support.

Sonoma Developmental Center [SDC] Closure – Steve Robinson

Mr. Robinson informed the board that when the announcement of the SDC closure was made in May of 2015, RCEB had 128 clients residing at SDC. Today, we have 79 clients residing at SDC. We are very excited and look forward to the 21 community care facilities that will be opening, and are busy working with the housing organizations on the properties that we have acquired. They are busy renovating the properties to make sure they are ADA compliant, and with special equipment for those being served with significant medical needs. The three housing organizations that we are doing business with are Housing Consortium of the East Bay [HCEB], California Housing Foundation [CHF] and Scioto.

We have had lots of successful transitional planning meetings with the families from SDC and the service providers and case managers. Our goal by the end of the month is to complete that meet-and-greet activity so that everyone is comfortable with the impending move. We do have a few families who have resided at SDC all their lives and their families are reluctant to move and to meet. Some of the SDC staff has been hired to work in these homes, which brings a great comfort level and trust, as there will be continuity and knowledge that they bring with them. RCEB has also hired some personnel from SDC.

California Housing Foundation [CHF]

We are waiting for the completion of five Adult Residential Facilities for People with Special Health Care Needs [ARFPSHN] homes. We foresee this occurring in August 2017 since a few of the Sonoma Developmental Center residents are scheduled for a September move date and the service providers will be in place.

Housing Consortium of the East Bay [HCEB]

As reported at the last board meeting, HCEB was behind in their timelines for completion of the homes, so we had put them on a 60-day notice last month with milestones to achieve along the way. They are currently reaching these deadlines, and will know how they have progressed by the end of the month. HCEB is our local housing consortium, so we are working very closely with them and giving them support to make sure they succeed in opening these homes.

Self-Determination - Lisa Kleinbub for Ronke Sodipo

Ms. Kleinbub stated that the Department of Developmental Services [DDS] is going to be holding several pre-enrollment and train-the-trainer meetings for Regional Center representatives and the local Self Determination Advisory Committee members within the

coming months. Details on these training meetings will be forthcoming. Ms. Kleinbub also added that we are very close to submitting to the Feds again, as they work to address one last question.

The next Self-Determination meeting will be on August 7th in Concord

MISCELLANEOUS

DDS Task Force

Ms. Kleinbub spoke about DDS's new Developmental Services Task Force, which is the group that recommended the rate study for service providers as well as regional center staff rates that are funded through the State. DDS contracted Burns & Associates to perform these studies, and we estimate changes will be made around 3 years later.

ABX2 1 Funds

The service providers who received the ABX2 1 funds last year, have a survey that they are mandated to complete, and have been given the deadline of Friday, September 15th by logging into the appropriate sites that are listed on our website at

<https://www.rceb.org/announcements-service-providers>.

If the service providers do not complete this rate study by October 1st latest, they may lose the ABX2 1 funds that they received.

Denti-Cal

Denti-Cal dental services will be restored for adults starting in January 2018 with additional funding for many adult dental services.

PUBLIC COMMENT

Sandi Soliday, Alameda County Developmental Disabilities Council [ACDDC]

Ms. Soliday announced that the Contra Costa Developmental Disabilities Council is on Hiatus for the month of August, so their next meeting will be September 27th which will be a retreat.

7/27: ALCO VOAD meeting at the American Red Cross in Oakland will focus on services that will be available after a disaster.

7/27: The Mind Institute at UC Davis will hold a Neurodevelopment Disorder conference.

8/17: The next ACDDC's Executive Committee meeting will be to draft the Mission and Vision Statements, value propositions and objectives which were identified at the July planning meeting.

8/24 and 8/31: The East Bay Employment Task Force is sponsoring an Employment Training and Vendor Fair:

- RCEB Concord Office, 1320 Willow Pass Road, Suite 320 - August 24, 11 am - 1 pm
- RCEB San Leandro Office, 500 Davis Street - August 31, 11 am - 1 pm

Sheraden Nicholau, State Council on Developmental Disabilities [SCDD], Bay Area Office

July 25: This is the next SCDD meeting in Sacramento.

Aug 14: There will be a legislative public policy meeting and housing issues will be discussed.

ARCA REPORT: Kathy Hebert

Ms. Hebert stated that ARCA did not meet in July, as the next meeting will be in August in Torrance, which will be Ms. Kleinbub's first ARCA meeting.

CLOSED SESSION – Personnel Issue

MEETING ADJOURNED

The board meeting adjourned at 8:28 p.m.

The next Board Meeting will be at 7:00 p.m. on September 25, 2017
THERE IS NO MEETING IN AUGUST