



REGIONAL CENTER OF THE EAST BAY
Board of Directors Meeting

Monday, March 27, 2017
500 Davis Street, San Leandro
Approved 4/24/17

RCEB BOARD MEMBERS PRESENT:

Kathy Hebert, President
Evangeline Iyemura, Vice President
Nyron Battles, Secretary
Sister Marygrace Puchac, PVAC Representative
Rose Coleman
Gwen Nash-Butler
Marie Parra

ABSENT [excused]:

Morena Grimaldi
Chi Lee
Mike Treppa

STAFF PRESENT:

Santi J. Rogers, Interim Executive Director
Beth DeWitt, Director of Community Services
Lisa Kleinbub, Director of Health & Behavioral Services
Lynn Nguyen, Director of Finance & Administration
Steve Robinson, Director of Community Placement & SDC Closure Plans
Ronke Sodipo, Director of Consumer Services
Melanie Gonzales, Associate Director of Adult Services
Evelyn Hoskins, Associate Director of Federal Programs
Elvia Osorio-Rodriguez, Associate Director of Children Services
Priscilla Gomez, Transportation Manager
Silvia Siu, Controller
Jeffery Dix, Case Manager
Gabriel Mendoza, Case Manager
Meredith Rosenberg, Case Manager
Herb Hastings, Consumer Advocate
Michi Toy, Executive Assistant

GUESTS:

Elizabeth Mard, DDS
Julie Neward
Rosemary Payne

Dinah Shapiro
Sandi Soliday, ACDDC
Josh Sullivan, CCCDDC

CALL TO ORDER

President, Kathy Hebert called to order the regularly scheduled meeting of the Regional Center of the East Bay at 7:01 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 March 27, 2017 agenda with two additions as follows:
[Battles/Coleman] Unanimous

1. "ByLaw Review" added in the Executive Committee/President's Report
2. Addition of a Closed Session at the end of the meeting

M/S/C The Board moves to approve the February 27, 2017 minutes with an addition to the Budget & Finance Committee report as follows:
[Battles/Nash-Butler] Unanimous

"The Budget and Finance Committee (B&FC) is bringing forth the recommendation to the Board that we engage the CPA services of Marcum for our independent audit for a 5 year engagement, beginning Fiscal Year 2016-17 and ending Fiscal Year 2020-21. B&FC will sign the contract on behalf of the Board to engage Marcum LLP."

PUBLIC COMMENT

Julie Neward/Co-founder and President of the California Sibling Leadership Network [California Sibs] spoke about this volunteer-run organization where adult siblings of individuals with developmental disabilities are able to network and be informed on the various intricacies of the DD community system, enabling them to be better advocates for their sibling.
<https://californiasibs.org/>

COMMITTEE REPORTS

EXECUTIVE COMMITTEE: Kathy Hebert

CONTRACT APPROVALS

Department of Developmental Services - State Staff Contract

Ms. Hebert distributed the Department of Developmental Service's State Staff contract with a term of 7/1/16 through 6/30/17 in the total amount of \$582,972 in restricted Operations

funding. This is an amendment to the State Staff contract approved by the Board on May 23, 2016 and will be used to fund 3 additional positions (Physician, Psychologist, Physical Therapist) to work with consumers who are moving from Sonoma Developmental Center [SDC] As well as former Agnews consumers who will be moving into the community.

M/S/C “The Board moves to approve the Department of Developmental Service’s State Staff contract as specified.” [Battles/Puchac] Unanimous

Community Placement Plan [CPP] Housing – Steve Robinson

Ms. Hebert distributed three housing contracts created for the Community Placement Plan [CPP], to provide homes for those residents currently residing in the development centers who will be moving into the community. The first two were presented to the Executive Committee and approved on March 15, 2017 and the last one was just received by the Board. Mr. Robinson answered questions accordingly.

Davis Home, LLC

The term of this contract is from 3/28/17 through 3/27/22 with a rate of \$17,681.18 maximum/consumer/month. This is a four bed Specialized Residential Facility [SRF] That will provide support for the consumers with significant behavioral challenges and sensory impairments.

M/S/C “The Board moves to ratify the Davis Home, LLC contract beginning on 3/28/17 with the details of the Contract Approval form as presented.” [Battles/Iyemura] Unanimous

SP West Properties, LLC [Scioto]

The term of this contract is from 6/30/16 through 3/31/19 with a \$6,400,000 maximum one time start-up, and an acquisition cost of \$3,850,000 and renovation of \$2,550,000. This contract is for Scioto to develop five 4-bed Specialized Residential Facilities [SRF’s], three Enhanced Behavioral Support Homes, and one Community Crisis Home.

M/S/C “The Board moves to ratify the SP West Properties, LLC (aka Scioto) contract beginning on 6/30/17 with the details of the Contract Approval form as presented.” [Battles/Nash-Butler] Unanimous

Telecare Corporation

The term of this contract is from 4/1/17 through 3/31/19 with a \$250,000 maximum one time start-up. This contract provides for a four bed Community Crisis Home with a 24-hour nonmedical care to regional center clients in need of crisis intervention service.

M/S/C “The board moves to approve the Telecare Corporation contract beginning on 4/1/17 with the details of the Contract Approval form as presented.” [Nash-Butler/Battles] Unanimous

ByLaw Review

Ms. Hebert informed everyone that our Board reviews the ByLaws every March and if there are suggested changes, then they will be discussed and voted on at the April board meeting. Ms. Hebert pointed out that there is a need for additional language in the Executive Director review portion in *Article VII: Executive Director Review Procedure*. Therefore, she will bring her written suggestion to next month board meeting for a vote.

BUDGET AND FINANCE COMMITTEE - Report from 3/27/17 – Lynn Nguyen

Purchase of Service

Our Fiscal Year 2016-17 Purchase of Services projections remain stable with 63% of the fiscal year expenditures in base.

Based on our expenditures through February 2017, RCEB is currently projecting at this time for Non CPP Purchase of Services Expenditures a sufficiency ranging from approximately \$2.6MM to \$5.2MM, an increase of \$1.4M to \$1.1MM from the previous month's projections.

Currently, seven Regional Centers including RCEB, are reporting a sufficiency POS budget in their projections. The Statewide Projected system has a sufficiency of \$15.6MM at a low projection and a deficit of \$8.3MM at a high projection.

- RCEB's projected program development for community clients (Non-CPP) continues to be low with new programs developing slower than initially projected.
- Actual cost of POS services through February continues to be less than initially projected.
- Our current POS projections also include our estimated cost for the increase of state minimum wage from \$10 to \$10.50/hour effective on 1/1/17. At this time, staff is continuing to work with vendors to determine the fiscal year impact, now that DDS's deadline of 3/01/17 for vendors to apply for this increase has passed. We will continue to monitor and report on this next month.
- The Board is advised that our current POS projections also do not include the potential impact of the increase in median rates retroactive to 7/1/2016, pending further instructions from DDS.

We will continue to monitor the status of our POS projections carefully until year end.

Operations

We continue to report a projected balanced operations budget for the current year with 58% of expenditures in base.

Cash Flow Status

The agency is currently maintaining a stable cash flow at this time. To date, we have been receiving full reimbursement for our claims, which is great news. DDS will begin offsetting cash advances starting in May (for March claims) as was anticipated.

Staff recently received documents to re-establish our Line of Credit for Fiscal Year 2016-17. Union Bank had agreed to renew our Line of Credit of \$35MM for 6 months from April through September with commitment fees of .10% (1/10th of a percent or \$17,500) to retain and/or access the line. As you recall, this is the first year the Bank is charging a fee for having a Line of Credit whether or not RCEB draws on that line. The interest rate on the loan will be prime rate (currently at 4%). Staff estimates that \$35MM will be sufficient to cover 1 month of expenses and recommends that the Board approve the line of credit as presented.

Questions were asked by the Board and addressed by Ms. Nguyen accordingly.

M/S/C “The Board motions RCEB to approve the 6 month line of credit of \$35MM from April to September with bank fees of .10%.” [Battles/Puchac] Unanimous

MEMBERSHIP DEVELOPMENT COMMITTEE: Kathy Hebert

Ms. Hebert stated that the committee is looking at a couple of interested individuals who have applied to serve on our Board, and we will be working on setting up interviews with them in the near future.

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

Ms. Puchac stated that the meeting on March 10th was well attended and that there was a very good presentation given by Karen Marshall of Community Resources for Independent Living [CRIL] on “Assistive Technology & Device Lending Library Service”. There were many gadgets introduced that enable those with disabilities to easily use. This lending library rents equipment for monthly use as well.

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

Mr. Battles spoke about the April 5th Grassroots Day at the Capitol where RCEB representatives met with six legislative offices; one of them being with Assemblyman Jim Frazier. Assemblyman Frazier has been a strong supporter of our community for many years, and it was a pleasure meeting with him, as always.

Mr. Herb Hastings also gave a status on the CAC generated letter to Wendy’s Inc.

DIVERSITY and EQUITY COMMITTEE: Lisa Kleinbub for Morena Grimaldi

Ms. Kleinbub was pleased to introduce our new *Diversity & Equity Specialist*, Jairo Guiza, who came to us from Congreso Familiar. This is a new position made possible by the passage of ABX2 1.

Ms. Kleinbub summarized the four public March meetings that were held to discuss the Purchase of Service authorization, utilization, and expenditure as it relates to age, ethnicity, primary language, residence type and disability. Since attendances at these meetings were not at the level that we would like, the Diversity & Equity committee discussed various marketing strategies to increase that attendance. In regards to the Request for Proposal plans for Diversity & Equity funds, RCEB received 8 proposals from adult day services for monolingual families as well as from family navigational supports. We are in the process of setting up a committee to review and evaluate the proposals received.

The Support Group sub-committee is concentrating on developing a linkage to the Arabic and Farsi communities, and they will be setting up meetings starting in May. We also received a summary of the Spanish and Asian speaking support groups. The Training sub-committee reported on the status of outreach and training to the different communities. Ms. Kleinbub also spoke about the funding received from DDS in regards to cultural competency training and the best way to utilize those funds.

Scheduled Meetings

February 25th at 2:00 PM: Translation in Spanish

LaFamilia Neighborhood Resource Center

22366 Fuller Ave.

Hayward, CA 94541

March 10th at 6:30 PM: Translation in Cantonese/Vietnamese

RCEB

500 Davis Street

San Leandro, CA 94577

There will be training on CAPI (Cash Assistance Program for Immigrants) and a presentation on POS data.

March 11th at 4:30 PM: Translation in Mandarin, Cantonese

FCSN

2300 Peralta Blvd

Fremont, CA 94536

March 23rd at 5PM: Translation in Spanish

RCEB

1320 Willow Pass Road, 4th Floor

Concord, CA 94520

March 26th at 2 PM: Translation in Cantonese

Helping Hands East Bay

Alameda East Bay Chinese SDA Church
842 Central Avenue in Alameda, CA 94501
March 28th at 10:15 AM: Translation in Spanish
2141 California Street
Concord, CA 94520

March 20th through 31st
Virtual Meeting

A Video sharing the data will be available on our web site from March 20 through 31st. You will be able to provide comments through an online form.

EXECUTIVE DIRECTOR'S REPORT: Santi Rogers, Interim Executive Director
Case-Load Ratio Report

Ronke Sodipo reported on the Case Load Ratio Survey data with comparisons to last year's data. As a result of the ABX2 1 funds, RCEB was able to add case manger positions to the currently open 20. This increased the total open case management positions to 40. Since then, we have been able to hire 30 new case managers.

Ms. Sodipo went over the ratios for the Medicaid waiver cases, Early Start [36 months and younger], and the timing categories for consumers moving from the state developmental centers into the community. For the first two categories, the expected ratio is 1:62, and we are currently at 1:75. The State did recognize that even with the addition of 20 new case management positions, we still will not be at the expected ratio of 1:62, because this is a funding of 1/3 of what we need to bring the ratio down. However, we are pleased with the additional funding nonetheless. For the state developmental center category of those who moved into the community prior to a year ago, we are doing very well at 1:58 [required 1:62]. For those who moved within the past 12 months, the required ratio is 1:45, and we are currently at 1:25. We are very pleased and have the proper home staffing in place and ready to receive those individuals as they move from the developmental centers. Overall, we are in better shape than we have been in the past.

Budget – Santi Rogers

The Governor's proposed 2017-2018 budget was released on January 10, 2017 and we will not be seeing anything until the May Revise. Mr. Rogers stated that historically, this part of the fiscal year is the most exciting part, and this year is no exception other than it being a different kind of year economically. In the Governor's January budget, there were no surprises as it is basically a continuation of last year's budget. We are getting hints from the legislature of what might be in the May Revise. Many believe that the new budget will have increases in resources to fund services since our developmental disability community continues to grow. Currently, the different departments, such as the Department of Developmental Services, will be making proposals, which are confidential at this point in time. We will advise you of the results of the hearings as we are informed.

Sonoma Developmental Center [SDC] Closure – Steve Robinson

Mr. Rogers stated that years ago in the mid 80's when he was an Executive Director at SDC, there were @2,000 residents at SDC. Mr. Robinson stated that there are now less than 400 current residents; 85 of them being RCEB clients. When we were first informed of the plan to close SDC, the RCEB client count was at 128, so we have moved a good portion into the community successfully. When we started off in May 2015, we were looking at opening up 23 new Community Care Facilities [CCF], and now we are now down to the need to acquire 4 more homes. Therefore, we are on target to meet the closure date of December, 2018. We are developing facility resources, day programs, and medical/dental services. A physician group [the same one used for the Agnews closure] will serve as our clients primary care physicians. Mr. Robinson added that the service providers have attended 81 client/family meet-and-greets and it has been very productive. Questions were asked and addressed accordingly.

Self Determination Program – Ronke Sodipo

Ms. Sodipo informed everyone that the public self determination committee meets on the first Monday of each month; alternating between our San Leandro and Concord offices. We are still awaiting Federal funding approval, but continue to have productive meetings. The committee is currently translating their brochures starting with the Spanish, Chinese, and Vietnamese languages.

Community Events

Mr. Rogers elaborated on the Friends of Children with Special Needs [FCSN] and their yearly talent competition. This year it was on March 18th at the Santa Clara Convention Center, and the talent was spectacular.

PUBLIC COMMENT

Evangeline Iyemura informed everyone of the annual Autism Speaks Walk on Saturday, April 22nd at History Park in San Jose. The registration starts at 9:00 am and the walk begins at 10:30, and will end with a performance by the Dream Achievers band. Everyone is welcome to participate, as it is a fun family and community event with an estimated attendance of 3-4,000 people and the largest fundraiser to enhance the lives of those with autism.

Sandi Soliday, Alameda County Developmental Disabilities Council [ACDDC]

Ms. Soliday stated that their 3-year MHSA grant related to the Shriver Center will expire this year. Therefore, if you are interested in mental health training, please contact Ms. Soliday.

March 25: The successful yearly Transition Faire was at the College of Alameda with 50 vendors and 23 educational workshops with around 300 people in attendance. Ms. Soliday added that it was a very collaborative event.

April 12: The topic at the next ACDDC meeting will be on advocacy. The new Chair of the ARC of California, Jordan Lindsey will give a presentation.

April 28: The East Bay Employment Task Force will meet from 10:00 -12:00 at the Public Health Department in San Leandro.

Josh Sullivan, Contra Costa County Developmental Disabilities Council [CCCDDC]

March 22: The CCCDDC meeting was held this past Wednesday where the main topic was on Affordable housing.

April 5: East Bay Legislative Coalition meeting from 10:00 – 12:00 at the Public Health Building in Oakland. The topic at this meeting was also on affordable housing. This topic was so important that there was a post-meeting hour discussion with community leaders and RCEB staff. That evening, Mr. Sullivan received a phone call from Assemblyman Jim Frazier’s Chief of Staff to inform him that they were planning to hold an emergency meeting on affordable housing in the morning.

April 20: Transitional Task Force Meeting from 3:00 – 4:30 at RCEB/Concord

April 22: West County Transition Faire from 10:00 – 12:30 at Vista Hills in Richmond

April 26: CCCDDC meeting at RCEB/Concord

ARCA REPORT: Santi Rogers

The March ARCA meeting was conducted at Alta Regional Center on March 16/17th.

CLOSED SESSION – Personnel Issue

MEETING ADJOURNED

The board meeting adjourned at 8:19 p.m.

The next Board Meeting will be at 7:00 p.m. on April 24, 2017
500 Davis Street, San Leandro
There is a Diversity & Equity Meeting at 6:00 prior to the board meeting