



**Regional Center of the East Bay**  
**REGIONAL CENTER OF THE EAST BAY**

**Board of Directors Meeting**

Monday, November 25, 2019

500 Davis Street, San Leandro

Approved 1/27/2020

**RCEB BOARD MEMBERS PRESENT:**

Kathy Hebert, President  
Evangeline Iyemura, Treasurer  
Gerald Tamayo, Budget & Finance Committee  
Stephen Whitgob, Budget & Finance Committee  
Morena Grimaldi, Diversity & Equity Chair  
Nyron Battles, Secretary  
Sister Marygrace Puchac, PVAC  
Brian Blaisch  
Caroline Ortiz  
Chloe Page  
Frank Paré  
Reneé Perls  
Carmen Quinones  
Dinah Shapiro  
Lisa Soloway  
Linda Stevens

**ABSENT:**

Lilian Ansari, Vice President  
Teresita DeJesus  
Yesenia Fantham

**STAFF PRESENT:**

Lisa Kleinbub, Executive Director  
Terri Jones, Director of Human Resources & Support Services  
Kiera Swan, Director of Human Resources & Support Services (new)  
Lynn Nguyen, Director of Finance & Administration  
Lucy Rivello, Director of Health and Behavioral Services  
Steve Robinson, Director of Community Services  
Ronke Sodipo, Director of Client Services  
Chris Hanson, Associate Director of Adult Services  
Bret Hatcher, Case Manager  
Julie Whiskeyman, Case Manager  
Herb Hastings, Consumer Advocate  
Michi Toy, Executive Assistant

**GUESTS:**

Hope Beale/DDS  
Breanne Burris  
April Hope  
Vi Ibarra/CCCDDC

Gwen Nash-Butler  
Sheraden Nicholau/SCDD  
Geneva Ziaouré/PVAC

**CALL TO ORDER**

Board President, Kathy Hebert called the regularly scheduled meeting of the Regional Center of the East Bay to order 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 October 28, 2019 agenda as presented. Also approved is the November 25, 2019 agenda with the addition of the need to approve the Diversity and Equity Committee’s Mission Statement.” [Battles/Perls] Unanimous

M/S/C “The Board moves to approve the September 23, 2019 minutes as presented.” [Ortiz/Shapiro] Unanimous. Note that the October meeting did not have a quorum to vote; therefore, it was an informal meeting of the board members and does not require an approval vote.

**PUBLIC COMMENT**

n/a

**COMMITTEE REPORTS**

**EXECUTIVE COMMITTEE:** Kathy Hebert

**CONTRACT APPROVALS**

**Performance Contract**

Since Ms. Sodipo recapped the performance contract report in great detail during both the September and October meetings, tonight we will just get the approval from the board.

M/S/C “The board moves to approve the 2020 Performance Contract as presented at the October meeting.” [Battles/Shapiro] Unanimous. The motion was adopted.

Questions were asked by the board members and addressed by Ms. Sodipo and Ms. Kleinbub.

**Department of Developmental Services Contract# HD149015 E-4 Contract Amendment**

This amendment adds \$2.2M in POS Allocation for the Community Placement Plan [CPP] for Sonoma, Fairview and Porterville and regular CPP start-up funding for the providers that took over the five homes from Anka.

Term: 7/1/14 – 6/30/21

M/S/C “The board moves to approve the DDS E-4 Contract Amendment adding \$2.2M to the POS Allocation for CPP.” [Puchac/Whitgob] Unanimous. The motion was adopted.

**Department of Developmental Services Contract# HD199015 A-2 Contract Allocation**

This allocation adds a total of \$8.3M in funds consisting of \$4.4M in OPS Regular, Policy & Regular CPP and Ongoing Workload, as well as \$3.9M in Regular CPP Placement and Startup & Community Crisis Homes for Children.

Term: 7/1/19 – 6/30/26

M/S/C “The board moves to approve the DDS A-2 Contract Allocation adding \$8.3M as presented.” [Shapiro/Perls] Unanimous. The motion was adopted.

**Health Care Employees/Employer Medical & Dental Trust**

This is a renewal of the current Delta Dental contract for RCEB staff. The rates remain the same from the 2019 year.

Term: 1/01/20 – 12/31/20

Contract Amount: Fiscal year \$250K; average monthly payment is currently \$39.5K which will increase as we add additional staff. The estimated annual cost is \$474K (\$39.5K x 12).

M/S/C “The board moves to approve the Health Care Employees/Employer Medical & Dental Trust as presented.” [Shapiro/Battles] Unanimous. The motion was adopted.

**HOUSING**

**SAWA Support, Inc.**

This contract represents the agreement to operate a supported living services agency that is meant to provide the necessary support to allow clients to live in their own home in the community.

Term: 11/01/19 – 10/31/24

Average monthly funding: \$21K [Based on the projected impact of the 6 clients that the agency will immediately support]

Annual Disbursement: \$7.5M

M/S/C “The board moves to approve the contract for SAWA Support, Inc. as presented.” [Shapiro/Battles] Unanimous. The motion was adopted.

### **Brilliant Corners**

This contract represents an amendment to reflect RCEB CPP start-up funds to contract with a NPO to develop two Enhanced Behavioral Support Homes [EBSH] and one Specialized Residential Facility [SRF].

Term: 10/01/18 – 3/31/21

Total Amount: \$2.8M

M/S/C            “The board moves to approve the contract for Brilliant Corners as presented.”  
[Battles/Page] Unanimous. The motion was adopted.

Questions on all the housing contracts were asked by the board members of and addressed by Mr. Robinson and Ms. Kleinbub.

### New RCEB Board Committee

Ms. Hebert reminded the board members that the subject of this new committee was discussed at last month’s informal meeting.

To recap: In October, the Executive Committee discussed the need to bring back a committee that used to be in existence prior to 2010 called the Supports and Services Committee. Ms. Hebert presented the wording to be added to the ByLaws (this was also sent along with the board packet this month as well as last month). Also discussed were the meeting dates/times for this new committee, which would alternate with our Diversity & Equity Committee meetings. The topic was discussed by the board members and agreed that this committee may be a beneficial one to have to have as a mechanism to engage in more detailed discussions around issues of concern.

M/S/C            “The board moves to approve of the resurgence of the Supports and Services Committee and to add the write-up in the ByLaws with the correction of the two typos on the 8.4 Standing Committees and to change the meetings to every other month as presented.” [Battles/Puchac] Unanimous. The motion was adopted.

### Work Plan for 2020

The board strives to achieve 4 major goals with multiple objectives every year. These are basically the same goals/objectives every year but with adjustments which do not change the overall plan. The Executive Committee reviewed the plans on October 9<sup>th</sup> and made a couple of changes to it. The Board was able to review these plans as they were sent out in the board packet in October and conveyed again in November. The two changes related to increasing the number of board training sessions, and to increase the number of board meetings to be held in the Concord office.

M/S/C            “The Board moves to approve the 2020 Work Plan as presented with the changes that were highlighted in the draft as presented.” [Shapiro/Whitgob] Unanimous. The motion was adopted.

The board members discussed the pros/cons of having additional meetings in the Concord office.

## Master Calendar for 2020

The Board of Director's Master Calendar is a schedule of target months for the completion of reports and activities. As with the Work Plan, it is basically the same calendar that we have been using annually. Changes were made by the Executive Committee as follows:

Suggested changes to the Master Calendar:

- Move the By-law review from February to "As-Needed".
- Add the Performance Contract Public Meeting to May.
- Move the Report on RCEB unmet needs and resource development plans from July to June.

M/S/C "The Board moves to approve the 2020 Master Calendar with the suggested changes as presented." [Shapiro/Whitgob] Unanimous. The motion was adopted.

## **BUDGET AND FINANCE COMMITTEE –Evangeline Iyemura**

### Purchase of Service [POS]

Regional Centers typically submit a preliminary Purchase of Services Expenditure Projection (PEP) to the Department of Developmental Services. This is the basis of Regional Centers' Purchase of Services projections each fiscal year. The PEP report advises DDS of Regional Centers' projected expenditures for the current fiscal year and reports any funding insufficiencies in Purchase of Services (POS). The format for submitting the PEP is the same as last year and the report is due to DDS on December 10<sup>th</sup>, 2019.

Staff completed our preliminary PEP report for the current fiscal year. Based on expenditures through October 2019, we are projecting at this time for NON-CPP POS Expenditures a deficit of approximately \$(7.4M). For CPP POS Expenditures, we are projecting a balanced budget.

That being said, there are several new program expenditures that have impacted our POS expenditures for Fiscal Year 19-20 and which are reflected in our PEP report:

- Growth in caseload. RCEB grew by 714 net new consumers for the past 12 months.
- State Minimum wage increases effective 1/1/17, 1/1/18, and 1/1/19, continue to impact our Residential, Supported Living Services, Respite, Day Care and some Day programs in Fiscal Year 19-20. Included in this PEP is a \$1.3M projection for the minimum wage increase effective 1/1/20 from \$12 to \$13.
- POS expenditure for new program development in FY 19-20 is projected at \$9.3M. We believe that the continuing lack of adequate program development to reflect consumer growth and support needs is the basis for this number. While the rate increases in January will be helpful to current providers at present capacities, the sunset language adds uncertainty for providers and we see a continued reluctance to expand services.

- . Also included in this PEP is \$1.5M for Community Crisis Homes for Children.
- . Note that we have not included in this PEP the impact of the 8.2% vendors rate increase effective 1/1/20 pending more information and allocation from DDS.

Through October 2019, we have expended 32% of the POS budget of \$425.8M. Again, the board is reminded that this is the agency's preliminary PEP. We are further analyzing trends prior to submitting our PEP to DDS.

### Operations

We received the official A-2 contract amendment from DDS which includes the remaining 50% for Intake and other Policy items, such as CalFresh, 1:25 Caseload ratio, Specialized Home Monitoring and also funding for the CPP regular and CPP ongoing budget. We are still expecting in early December any remaining CPP funding, as well as additional funding for Self-determination and other Transparency policy items.

Through October 2019, we have expended 30% of the operations budget of \$48M. We will continue to monitor this closely to ensure that we have a balanced budget in operations and will be keeping the board apprised at future meetings.

### Cash Flow and Line of Credit

The Staff started to work with Union Bank to renew our expired \$25M Line of Credit which we expect to re-establish for April of 2020. The staff will provide an update to the Board at a future board meeting.

### Purchase of Services (POS) Module Roll-Out

In November 2019, we completed rolling out the POS Module to the remaining 50% of the Case Management teams. As reported previously, the POS Module eliminates writing manual POS's and thus streamlines our POS process for both Case Management and Accounting. This was a huge accomplishment for the Agency. Now that this project is complete, we are looking into rolling out the Provider Portal which will provide our vendors with online access to POS's for their convenience while saving the Agency time and postage cost.

Questions were asked by the board and addressed by Ms. Iyemura.

### **MEMBERSHIP DEVELOPMENT COMMITTEE:** Kathy Hebert

Ms. Hebert stated that last month the Membership Development Committee discussed former board member, Gwen Nash-Butler's interest in serving on the board again since she had termed out in November 2018 and has taken a year off. Ms. Hebert nominated Ms. Butler at this evening's meeting and the board will take a vote at the January meeting.

Since November is the board's Annual Meeting, the current slate of officers were presented at the September board meeting and nominations were accepted via email and from the floor at the October meeting. Other than having two candidates vying for the Secretary position, there

were no volunteers for the other positions.

Ms. Iyemura tallied the votes and the following will be the new officers for 2020:

2020 SLATE OF OFFICERS

Kathy Hebert .....	President
Lilian Ansari .....	Vice-President
Evangeline Iyemura .....	Treasurer
Reneé Perls .....	Secretary

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

The PVAC meeting was held on November 8<sup>th</sup> with an eye-opening presentation by Alessia Simmonds, the Outreach Manager from the Alameda County Complete Count Committee. The presentation was titled *Count Me In—Census 2020*. This census occurs every ten years so it is very important for everyone to be counted especially since this is the guide to funding for the next ten years. Ms. Puchac stated that historically, we have been 26% short in the census count. Therefore, there is a greater focus on using trusted messengers to reach and prompt others to complete the census, which begins April 1<sup>st</sup>. This has been challenging for some, especially non-citizens as they fear that the information is not confidential and they do not want to bring attention to their citizenship status. Another phenomenon learned was that children/infants are not included in the census, but the whole family is important and everyone needs to be counted.

Another presentation was from RCEB’s Information Systems department. The presentation was on the Sandis service provider portal where service providers will be able to view Purchase of Services authorizations. RCEB will roll this out slowly and initially asked for 10 service provider volunteers to pilot the portal.

Ms. Puchac also added that Alameda County’s Voluntary Organizations Active in Disaster [VOAD] is holding a two day summit in December for nonprofits and community based organizations for training in safety preparedness and emergency response. Ms. Kleinbub updated everyone that the Concord training has been postponed to January, but the San Leandro location will continue as scheduled.

There will also be a yearly legislative breakfast scheduled for Friday, January 31<sup>st</sup> here at RCEB in San Leandro. Stay tuned for more details later.

**CONSUMER ADVISORY COMMITTEE [CAC]:** Nyron Battles

The CAC does not meet in the months of November/December.

**DIVERSITY and EQUITY COMMITTEE:** Morena Grimaldi

Prior to Ms. Grimaldi giving her report, Ms. Hebert read the committee’s new mission statement to the board members (unable to vote last month due to no quorum) which was also sent in the

October board packet. The board members felt that the statement needed to be broader to be more inclusive. The Diversity and Equity will need to work on that section and re-submit it to the board for approval.

Ms. Grimaldi reported that the committee met this evening and received various committee updates. There was a Filipino/American support group that met for the first time on November 21<sup>st</sup> which turned out to be a success with 30 RSVPs, and 40 participants. Ms. Grimaldi also added the Ms. Hebert attended the meeting to discuss the new Supports & Services committee and how that will affect the Diversity & Equity committee in terms of meeting dates and times.

The next Diversity & Equity meeting will be in San Leandro on January 27, 2020 starting earlier at 5:30pm.

**EXECUTIVE DIRECTOR'S REPORT:** Lisa Kleinbub, Executive Director

Budget Highlights

Ms. Kleinbub stated that in terms of the budget, we have been assured that we will be receiving the A-3 allocation in December before the new year, and that it will include additional funding for our Operations budget. The Governor's budget is anticipated to be released on January 10<sup>th</sup> but we do not know what will be in the budget for our service system. There are a number of areas that are being looked at by the State, including Special Incident Reports [SIR's]. However, we do not know if the regional centers will be receiving funding for additional follow-up. The Federal government has been very interested recently in looking at how California addresses special incidents that occur in our system. The Legislative Analyst's office provides analysis of budgetary issues to the legislature sharing the impact of the current fiscal status of the State. Last week, they issued a report indicating that the State does have a surplus, and they also looked at the risk to the State if there were a recession. They think that the State is in a good place to weather a typical recession, but not a recession such as the one we experienced in 2008. They also identified slower growth in all of the Medi-Cal related systems as the increase in minimum wage has been phased in over the years, and they anticipate a slower growth in expenditures. However, they did not anticipate a slower growth in numbers served in our system. It was more that the costs would remain flatter as minimum wage growth would slow.

There is also concern about the Federal government's actions on Medicaid especially as it relates to California. The President does seem to have a target on California and there are a number of revenues that are coming in especially tied to Medicaid taxes for insurance companies that have to be approved by the Federal government. We have also seen lower growth in Medi-Cal expenditures, possibly due to immigration status concerns.

Self-Determination [SD]

Ms. Kleinbub stated that on Friday, November 22<sup>nd</sup>, DDS selected additional individuals for Self-Determination, although we do not know who was selected in our region at this time and are awaiting for DDS to put all the names in their database. You may be able to view this by inputting



your client ID number in the DDS search site to find out if you were selected. There were groups that were to be prioritized as indicated below.

DDS' selection criteria:

- . First priority given to individuals over the age of 42
- . Siblings of those who were previously selected were also prioritized
- . Those who have been members of our local advisory committees

We are very close to having an individual actually having a plan in place and participating in self-determination by the new year.

### Community Resources

We spoke last month about the Community Resource Development Plan and the request for proposals that our Community Resource Department would post on our website. The due date is Dec 2<sup>nd</sup> for proposals from the community.

<https://www.rceb.org/post/crdp-priorities-results-2019-community-resource-development-plan-survey>

Some of the projects that we have on the website are for multi-family housing and for employment support programs.

### ALCO VOAD Safety/Emergency Preparedness Training

In addition to Sister Marygrace Puchac's PVAC report on this training, Ms. Kleinbub added that RCEB is very concerned about our clients who are critically dependent on electric power for living. We are currently running through our database in search of clients who fit that category. We will inform their case managers to work with them on their plans in the event that these emergencies occur, and identify what they will need. They may need generators or a place to charge equipment.

On Friday, November 1<sup>st</sup>, Nicole Vasquez, Deputy Chief Consultant to the Assembly Budget Committee met with RCEB staff and community members, including our board members Mr. Battles and Sister Marygrace Puchac and toured several new homes. She was interested in hearing about those who had moved from the developmental centers into the community. She is very interested in returning back to our community to get a sense of their services as well. We will keep the board updated.

### East Bay Legislative Breakfast

This yearly legislative breakfast will once again be at our San Leandro location and all board members are invited to attend that event to speak with the legislators on important issues. One of our focus topics will be on direct service professional's pay, wages, and recruitment and will include direct service professionals who work with the service providers as well as those who work as case managers at the regional center.

### DDS Task Force

As part of the budget process, DDS was charged with developing a task force with one of the responsibilities being how to have a sustainable service system going forward that prioritizes

individual outcomes and puts the people that we serve first so that those outcomes can be achieved. This task force will be advising on future planning for the service system in a way that looks at consumer outcomes, cost effectiveness and quality, and safety-net issues. DDS selected 157 individuals out of 200 applications to participate, representing a variety of organizations including several from our local community. Additional information including the membership is on the DDS website: <https://www.dds.ca.gov/DSTaskForce/>

## **PUBLIC COMMENT**

*Kathy Hebert for Sandi Soliday, Alameda County Developmental Disabilities Council [ACDDC]*

**Dec 4:** The next EBLC meeting is scheduled for next Wednesday. The Council is busy planning the January 31<sup>st</sup> Legislative Breakfast.

**Dec 11:** The next DDC meeting is scheduled for Wednesday from 9:30 am - 12 pm. They will enjoy a panel presentation on Transportation.

**March 14:** This is the 2020 Transition Faire that they have been busy preparing. Service provider registrations will go out at the beginning of January and family registration should open by the end of January. Volunteers are welcome!

**Nov 8:** The next Health & Wellness Committee meeting is scheduled for Friday at the Public Health office. They will have a report from Alameda Alliance on the focus group they facilitated at one of the meetings a few months ago. Again, all are welcome.

*Vi Ibarra, Contra Costa County Developmental Disabilities Council [CCCDDC]*

Self-Determination: Ms. Ibarra informed everyone that if you have been chosen to be in the Self-Determination program, you are able to use part of your budget to pay for an Independent Facilitator, once they are available in our area. Therefore, throughout the State, there are trainings going on to become an Independent Facilitator. There is a partnership between CCCDDC and SCDD, Bay Area office offering a free 8-hour training starting in January for those who are interested in becoming Independent Facilitators. More details will be available soon. The regular local self-determination meetings are every month. <https://www.rceb.org/pod/meeting-dates>

**Jan 22:** The next CCCDDC meeting in Concord

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

**Dec 4:** The next Regional Advisory Committee meeting will be from 7 to 9pm with a 6:30 networking session at RCEB's San Leandro Office.

**Dec 4/5:** This will be the Statewide Self-Advocate network. There will be leaders from various networks from across the State who meet several times a year to discuss trends and strategy.

**Jan 16:** This is the next Legislative and Public Policy committee meeting in Sacramento

**Jan 28:** This will be the next all-day SCDD meeting

The next National Core Indicator survey procedure was sent out to thousands of families where they are given an option to participate in this survey online or via hard copy. The survey this year is focusing on adults and is targeting families where there are at least one family member who receives regional center services and for those clients who are 18 years or older who either live at home or the community.

Two ways to provide your feedback:

Go to the SCDD, Bay Area's website: <https://scdd.ca.gov/> and select the language you prefer, and complete the survey online or complete a paper-copy and provide it to us. We can send along paper copies in other languages, as well, upon request.

**ARCA REPORT:** Lisa Kleinbub

Ms. Kleinbub stated that although there was no ARCA meeting this month, regional centers were active with getting the ARCA Academy survey completed and sent out. Most likely, the ARCA Academy session will be on a Saturday in February.

Information about the ARCA Academy from last month:

*ARCA Academy is a training event to provide regional center board members an opportunity to network and to be trained on several subjects relating to their responsibilities. Based on the feedback from the survey, this event will be planned for a Saturday in February in Sacramento. The language in the trailer bill budget act last year included board training so this is one approach to try to facilitate this in a way that allows the board members across the region to get together with their counterparts.*

**Executive Session – Contract Negotiations**

**MEETING ADJOURNED**

The board meeting adjourned at 8:50 p.m.

The next Board Meeting will be at 7:00 PM on January 27, 2020 in **San Leandro**