



Board of Directors Meeting

Monday, January 22, 2024

Virtual Meeting

DRAFT

RCEB BOARD MEMBERS PRESENT:

Frank Paré, President/Supports&Services Co-Chair
Reneé Perls, Secretary
Nyron Battles, CAC Chair/Diversity & Equity Co-Chair
Brian Blaisch
Teresita DeJesus
Daniel Hogue, PVAC Representative
April Key-Lee
Dinah Shapiro
Lisa Soloway
Linda Stevens

ABSENT:

Sadia Mumtaz, Vice-President/D&E Chair
Carmen Quinones
Dr. Steve Whitgob, Vice-Treasurer

STAFF PRESENT:

Lisa Kleinbub, Executive Director
Lynn Nguyen, Director of Finance & Administration
Ronke Sodipo, Director of Client Services
Steve Robinson, Director of Community Services
Ben Braun, Associate Director of Federal Programs
Chris Hanson, Associate Director of Client Services/Adults
Elvia Osorio-Rodriguez, Associate Director of Client Services/Children
Lindsay Meninger, Associate Director of Client Services/SDLAC
Michael Minton, Manager of Risk Management and Quality Assurance
Margaret Casebeer, Case Manager Supervisor
Rebecca Churchill Sterling, Clinical Supervisor
Herb Hastings, Consumer Advocate
Michi Toy, Executive Assistant

GUESTS:

Ala Costa Centers
Chris Aguire/DDS
Ben Chen/ACPHD
Gilda Giron

Morena Grimaldi
Vi Ibarra/CCDDC
Sheraden Nicholau/SCDDC
Becky Pang

CALL TO ORDER

Frank Paré called the regularly scheduled business meeting of the Regional Center of the East Bay to order at 7:07 pm. A quorum was established.

CONSENT AGENDA / MINUTES

M/S/C “The Board moves to approve the January 22, 2024 Agenda as presented”
[Perls/Hogue] Unanimous The motion was adopted

M/S/C “The Board moves to approve the November 27, 2023 Minutes as presented.”
[Battles/Perls] Unanimous The motion was adopted. *A notation has been added under the Budget & Finance Committee report that was brought up at this point.

PUBLIC COMMENT

Regional Center of the East Bay uses Robert’s Rules of Order to guide our meetings. Robert’s Rules of Order is the most used manual of parliamentary procedure in the United States. Robert’s Rules of Order is designed to provide structure and guidance while facilitating the orderly operation of a meeting.

According to Robert’s Rules of Order, our board members are not allowed to comment, debate or respond to the public during our public meetings. There are other meetings such as our Diversity & Equity or Supports & Services meetings that begin at 5:30pm before the board meetings.

There were no public comments at this time.

EXECUTIVE DIRECTOR’S REPORT - Lisa Kleinbub, Executive Director
RCEB Staff Contract with SEIU

RCEB and our Union Local 1021 came to an agreement in late December. The Executive Committee approved the ratified contract on January 10, 2024. Ms. Kleinbub added that this attractive agreement will lead towards the agency to be able to recruit and retain staff, especially in the case management field. Some of the highlights of the contract:

- 8% COLA this year with 2% in each Subsequent Year for 4 years
- Development of quantifiable Personnel Expectations by Summer 2024 for each department
- No expansion of work from home days – 2 day/week in the office for most departments
- Additional Salary Steps for Long Term Employees over a period of time
- Additional sabbatical time for those who have 25+ years with RCEB
- Clarification of multiple items to accord with State Law and similar clean up on language.

Personnel Expectations

We have set up a new email (oncallcasemanager@rceb.org) on the face page of our website. Individuals can send us an e-mail if their case manager has not gotten back to them within three days. This information will also be shared on our social media pages.

We have a follow-up system once we receive those e-mails. We are keeping a log of calls received by our Receptionists from individuals who are stating that they are not getting responses from their case managers. These are also tracked. We continue to utilize the writetous@rceb.org with daily follow-up.

National Core Indicators [NCI] Data Presentation

We will hold a public meeting at our February 26th Board of Director's meeting to present the results of the NCI Survey.

The National Core Indicators Survey gives individuals with intellectual/developmental disabilities (I/DD) and their families the opportunity to voluntarily and confidentially participate in surveys to share their experiences on access to and use of regional center and community services.

Some of this data was shared with our Strategic Planning team, and they will be using that as part of the review when we meet in February/March.

State Budget

The Governor's budget, which was released on January 10th has a couple of significant proposal issues:

1. *Core Staffing*: There is nothing in the budget on this subject for the regional centers.
2. *Rate Reform*: The implementation of the service provider rate reform final phase was pushed back by one year; from July 2024 to next year on July 1, 2025. This is about 50% of the rate increase that was put into law. This is a very significant amount of money taken from this system vs. cuts in other systems.

As a result of the rate increases last year, providers were able to hire more staff and were depending on this year's increase to stabilize services for the long term. The pushback is problematic as we still do not have a rate increase that reflect current costs. Rates are based on 2019 data. This particular issue is something that all regional centers need to advocate to the legislators for, as it will result in an unavailability of services.

3. *Participant Choice Specialist*: There was a decision not to fund the Participant Choice Specialist, who helped with the implementation of the Self-Determination program. This program is very important especially since this is a complicated program and it takes extra individuals to implement it.

The board suggested to draft a letter to the Legislators, in addition to using ARCA's letter, in regards to these issues.

Social Recreation Policy

We discussed this policy in November 2023, as a policy that was approved in 2022. Due to the budget trailer bill and DDS' directive, we were asked to revise this policy to not require people to exhaust services under IHSS or exchange respite hours or any other services or supports authorized by the

regional center, or be asked to make a co-payment towards recreational activities. In addition to revising our policy, we are to update our outreach plan.

On January 12th, we submitted the revised policy to our board for review and indicated the portion that was revised. Ms. Kleinbub added that the Department has been focused on youth, young adults, and underserved communities. The only thing that is limited in the law, is educational services for those 3-17 years old. The board had some comments on the wording in the policy. There was an agreement to add a non-discriminatory clause “underserved and marginalized” communities. We will also clarify that the services are for adults as well as children, since the focus seemed to indicate it was geared towards just young children.

Motion to approve the Social Recreation Policy:

M/S/C “The board moves to approve the Social Recreation Policy given the suggested amendments discussed today by the Board of Directors”
[Hogue/Perls] Unanimous The motion was adopted.

POS/Independent Living Service [ILS] Policy

Ms. Kleinbub stated that we have drafted and have been working with a consultant on a new POS Independent Living Service Policy. In addition with updating POS policies, we will align them with procedures for how they are carried out. Therefore, we are starting with our oldest POS policies as well as creating those that do not exist. We put this topic on our Supports & Services agenda meeting tonight to discuss, and PVAC can also share with their meeting attendants to garner comments.

ILS is for anyone in our DD community 18 years-old+ who wants to be more independent and who is planning on living independently in their own home or in the community. An ILS provider will evaluate the client and that will direct us to what kind of services they are to be provided.

We are looking for feedback on this policy, and we will analyze and discuss both the board and the public’s comments accordingly before taking the revision to the board for approval.

BUDGET AND FINANCE COMMITTEE

*Mr. Paré wanted to add clarity from the last board meeting, that as a result from Draft Audit Report from Aiello, Goodrich & Teuscher, the following should be noted: For subsequent audits, the BOD should receive both tools *and* training to understand the audit process of RCEB.

Since our Vice-Treasurer was not present, Ms. Kleinbub highlighted and elaborated on the Budget & Finance Report. The complete report is posted here with the graphs. Ms. Kleinbub also added that our Finance Department provided the board members with the tools graphing out the comparisons that they have been inquiring about.

Purchase of Service

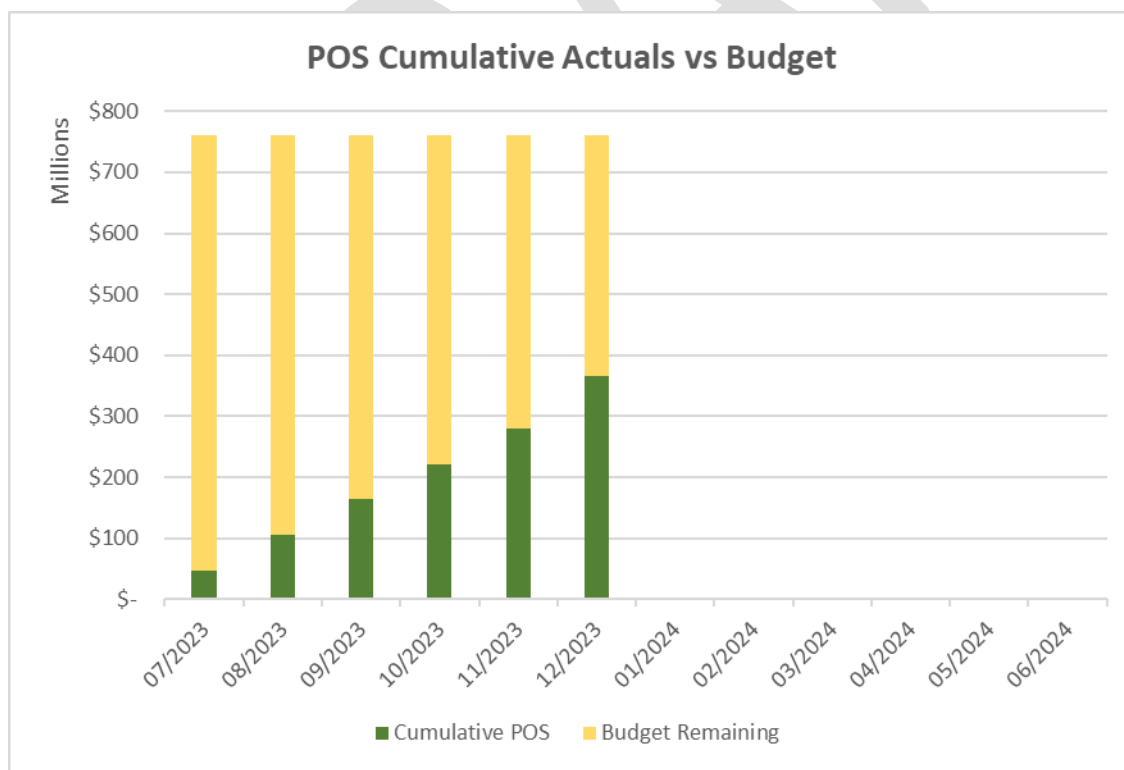
Through December 2023, we have expended \$340M, or 45% of the total POS budget of \$761M for FY23-24. This can be compared to \$289M, or 40% of total POS budget of \$720M in prior fiscal year.

At this time, we are projecting for NON-CPP POS Expenditures a surplus of \$37M which is a decrease of \$6M from previous month's projection. We expect this decrease in surplus due to additional costs are now included with 5 months of expenditures in base. We will continue to monitor as we expect to see the impact of rate increase for Board and Care facilities, Independent Living, and other rate increases effective January 1st, 2024.

With the E-1 budget allocation, the Statewide system is reporting in an overall deficit of \$65M, a \$68M change from previous month's surplus \$3M. RCEB is projecting a surplus, along with 10 other RCs.

For CPP POS Expenditures, RCEB has spent \$63k of the \$730k budget for placement costs. For CPP start-up, we already received funding of \$1.5M in the E-1 for the development of a multi family apartment. DDS finally approved the start-up plan for the remaining CPP/CRDP projects for a total of \$2.6M this past week. The allocation will be funded in the E-2 amendment. The staff will start working on these projects and submit contracts to the Board for approval.

The graph POS cumulative Actuals versus Budget shows POS expenditures trending month-over month compared to the overall budget for FY 23-24.

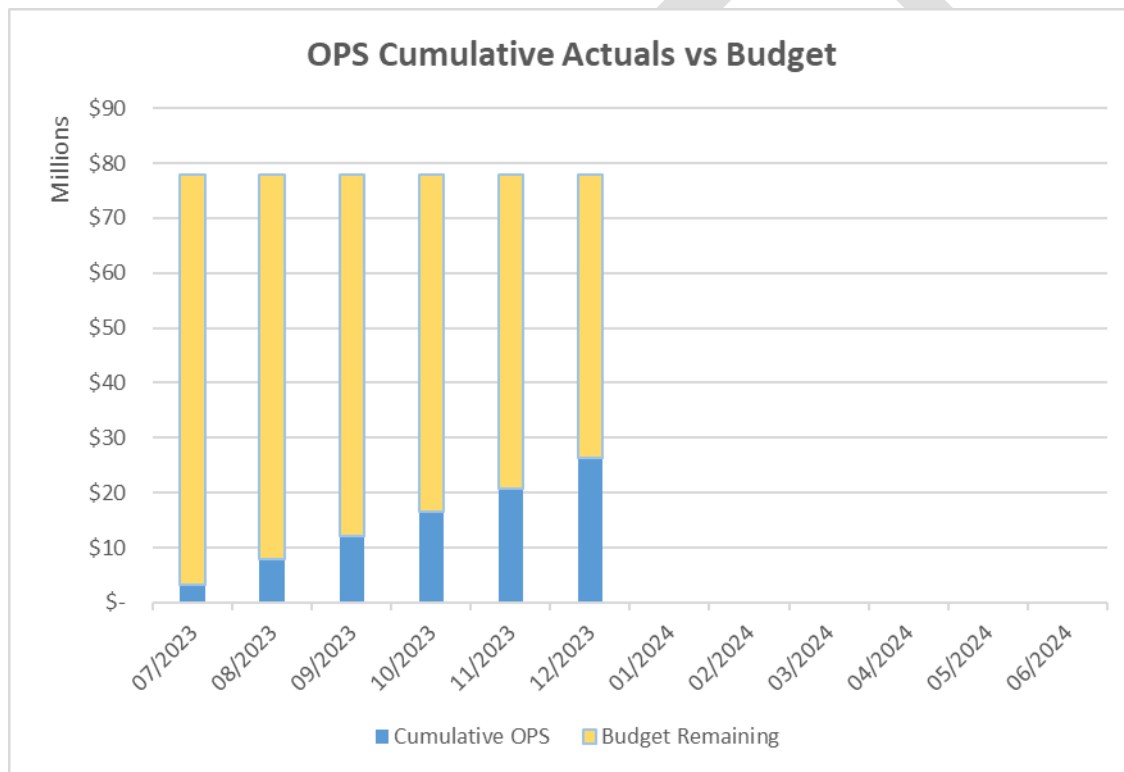


Operations

The Agency completed its FY 23-24 budget for Operations (OPS) for \$78M. This OPS budget included \$2.2M preliminary allocation of CPP/CRDP funding and any remaining funding will be included in the E-2 amendment.

Through December 2023, we have expended \$26M, or 34% of the \$78M budget, which is comparable to the \$25M or 37% of \$68M for FY22-23 at this time. We have completed Union negotiations in December and the impact for the approved increase in salary and wages will be reflected in the January numbers.

The graph OPS cumulative Actuals versus Budget below shows OPS expenditures trending month-over-month compared to the overall budget for FY23-24.



The Jim Burton Helping Hand Fund

The below information should add clarity to the board’s inquiries:

The Staff would like to provide an update on how the fund has been spent in July 2023 to December 2023. The fund received donations of \$2,709. The total interest earned was \$128. As of December 2023, the fund balance was \$679,571, of which \$596,394 were invested in US treasury bills and the remaining cash balance of \$83,177 was in our checking account.

Activities from July 2023 through December 2023 show a total of \$16,965 were spent: \$13,431 in grants and \$3,534 in loans for rent/lodging, utilities, food, clothing and other miscellaneous. The detailed schedule below shows each total by category for both grants and loans.

A suggestion was also made regarding investing some of these funds into T-Bills or the like; and to treat this like an endowment and invest it. To incorporate a financial philosophy associated with this fund and how it is to be managed.

<u>Helping Hands allocation (7/1/23 - 12/31/23)</u>			
	<u>Loans</u>	<u>Grants</u>	TOTALS
Rent / Lodging	2,784	10,046	12,830
Utilities	-	-	-
Food Exp	-	-	-
Clothing	-	-	-
Misc Exp.	750	3,385	4,135
	3,534	13,431	16,965

COMMITTEE REPORTS

Executive Committee Report/President's Report: Frank Paré

Acronym List

ARFPSHN	Adult Residential Facility for Persons with Specialized Health Care Needs	HCBS	Home and Community Based Services
BAHC	Bay Area Housing Corporation	ILS	Individual Living Services
CCH	Community Crisis Home	ILS	Individual Living Services
CPP	Community Placement Plan	OPS	Operations
CRDP	Community Resource Development Plan	PEP	Purchase of Service Expenditure Projection
DDS	Department of Development Services	POS	Purchase of Service
EBSH	Enhanced Behavioral Support Home	SLS	Supported Living Services
FHA	Family Home Agency		

CONTRACT APPROVAL

Regional centers are required by Medicaid law to vendorize SLS applicants if they meet the minimum qualifications. All the contracts for SLS providers are similar at the basic level. The rates are moving towards all the SLS providers to be the same by 2024. The provision of a higher rate than the standard rate is only possible if a vendor files for a health & safety exception on behalf of an individual consumer due to a specialized need, such as needing a qualified staff person with training in that specific area. SLS contracts are different from those for start-ups or housing developments.

Contracts

There were no contracts for approval this evening.

Strategic Plan Update

The original early January date needs to be revised to mid-February to early March in order for our Strategic Planning team to have additional time for analyzing the large amount of data generated from the survey that was received.

2024 Work Plan

(Below was brought forth from the November minutes)

Mr. Paré stated that the Work Plan does not have the agency's mission, vision, core values and strategic plan. Ms. Kleinbub stated that since our Strategic Planning committee is working on those via the feedback we will be analyzing from the survey, we should postpone the revision of the Work Plan until after those elements are decided. The other goals in the Work Plan need to be worked on as well.

Consumer Advisory Committee [CAC]: Nyron Battles

The CAC met in-person on January 8th with a guest speaker, Lucy Rivello, RCEB's Director of Health & Behavioral Services. She answered many questions about the changes in the Medicaid/MediCal coverage as it is confusing and it would help if service providers were knowledgeable of the changes as well. Mr. Hogue, our PVAC representative stated that this may be a good discussion topic at their meeting, and perhaps to get someone to do a benefits training for the providers, and for the SLS provider group to coordinate training as well.

Membership Development Committee: April Key-Lee

We have a couple of prospects where one will go on to the interview process and the other needs to attend at least two board meetings prior to progressing to the next step.

We are currently looking for new members who are Latinx who reside in the Contra Costa County. Please check our website and read about the board and e-mail your interest:

<https://www.rceb.org/about-us/board-directors/members/>

Supports & Services Committee: Frank Paré

Mr. Paré stated that there were minimal attendees at this meeting. He added that there was a very nice Mardi Gras fundraising party put on by FUFÉ this past weekend, where several board members and their significant others participated in along with a few RCEB staff.

The unhoused/transient DD population continues to be a topic of discussion and on the complex challenges it poses in addressing and working on the issues.

The RCEB brochures are continuously being distributed and have been on the RCEB website for a while. The discussion was on how the distribution is being measured, and if it is accessible to everyone. Suggestions were to have them available during the IPP/IFSP meetings, and included in a checklist for the individual/family to mark off if they received it and went over it with their case

managers. These suggestions were to help our population both in the knowledge that there is a brochure, as well as what services/supports are available to them.

The Mason Tillman report status was updated by Ms. Kleinbub who has been in multiple meetings with them and is working on having them give a presentation to the board next month in a closed session.

Provider/Vendor Advisory Committee [PVAC]: Dan Hogue

PVAC met on January 12th, and many residential providers attended possibly due to the Home & Community Based Service [HCBS] training offered. The *HCBS Peer Review Training* was given by Diana Feingold of Finding Golden Solutions and Fructuoso Menchavez, RCEB's HCBS Specialist.

PVAC membership- Five members have termed out, and there are four new members. The Service Provider Equity Group did not meet this month. Their last meeting was on October 27th.

PUBLIC COMMENT

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

NCI update:

National Core Indicators® - Intellectual and Developmental Disabilities (NCI®-IDD) is a national effort to measure and improve the performance of public developmental disabilities agencies. California and other states use the datasets from NCI surveys to assess performance in services and supports provided to people with IDD. This current cycle's surveys are hitting mailboxes within the next 30 days.

Child Family Survey – to be completed by families of a child (3-17 years old) who lives with them and receives at least one service from the regional center, in addition to case management.

Adult Family Survey – to be completed by families of an adult (age 18 and over) who lives with them and receives at least one service from the regional center, in addition to case management.

Family Guardian Survey – to be completed by families and conservators of individuals (age 18 and over) who live in a community placement setting, and receives at least one service from the regional center, in addition to case management.

National Core Indicators (NCI) national website: <https://www.nationalcoreindicators.org/>
CA's Department of Developmental Services' (DDS) National Core Indicators Project homepage: <https://www.dds.ca.gov/rc/nci/>

Quality Assessment Project homepage, State Council on Developmental Disabilities: <https://scdd.ca.gov/gap/>

DDS' NCI Frequently Asked Questions: <https://www.dds.ca.gov/rc/nci/quality-assessment-faq/>

Ben Chen, Alameda County Developmental Disabilities Council [ACCDDC]

ACDDC held their first hybrid board meeting on January 10th. Ben thanked Lisa, Michi, and RCEB for letting us use their conference room. Moving forward, all the ACDDC board meetings will be held hybrid. The next meeting is on February 14 at 1100 San Leandro Blvd.

March 23: SAVE THE DATE: Transition Conference & Resource Fair from 8:30AM – 4:30PM at the College of Alameda. This year we're expanding what was formerly the Alameda County Transition Fair to be a joint county event with presentations throughout the day on employment, continuing education, transition planning, advocacy and more. There will also be providers from both counties for families and consumers to connect with.

REACH Housing Opportunities | [Apply Now](#)

REACH's waitlist for housing opportunities is open. They have a variety of properties in the Tri-Valley Area. Their newest property in Livermore has a vacancy for one female resident. They will soon an additional ADU as well which will have two slots for female residents. Rents are \$350 a month or 30% of monthly income, whichever is higher and they also accept housing vouchers. To be eligible for residency, tenants must be a client of the Regional Center. Preference is given to those who either live in the Tri-Valley or have family members who live in the Tri-Valley.

Alameda County Area Agency on Aging Digital Devices | Email: digitaldivide@acgov.org; Phone: 510-577-1907 is offering free iPads and internet service to help seniors 60+ and disabled adults ages 18-59 get connected. This service is for individuals that do not already have an internet connected device. For more information please email you name, phone number, and age or disability status to: digitaldivide@acgov.org or call AAA at 510-577-1907

Vi Ibarra, Contra Costa County Developmental Disabilities Council [CCDDC]

January 26, 10:00-11:30 am: You are invited to attend the East Bay Legislative Coalition's Annual Virtual Legislative Event. This is an opportunity for the IDD community to directly engage with local legislative offices and voice what matters to you directly to your elected officials. All stakeholders from Alameda and Contra Costa Counties are welcome--Families, Service Providers, Regional Center Representatives, Direct Support Professionals, and especially Self-Advocates! Breakout rooms will be arranged to allow for people to directly converse with your elected officials and their staff, based on the legislative district of your residence.

SDP Information: The Local Advisory Committee for Self-Determination, in partnership with NeuroNav, are offering webinars in February and March on specific topics related to Self-Determination. Presentations are available in both English and Spanish. Check out the flyers for more information-

- Webinars in February:
https://drive.google.com/file/d/1A1lhr6_pjq9RBTbaU6TGX8vEcljyEp_/view
[\[drive.google.com\]](https://drive.google.com).

- Webinars in March: <https://drive.google.com/file/d/1N3ETImLo6zhUrc--18Pb-1mxKPBeQUW/view> [drive.google.com].

HireAble is offering Benefits Training Feb 7 at 4:00pm. Learn about how to manage disability-related benefits such as SSI and SSDI while working. Webinar is free of charge, more info on flyer: <https://drive.google.com/file/d/1bbpcX7jAOcL3imHrPbYtVH7iI4fLMjYp/view?usp=sharing> [drive.google.com]

Transition Task Force is a group of professionals that are working to smooth the transition from school to adult services for students with disabilities. We have developed a series of presentations that provide a basic overview of several service systems that affect students transitioning to adult life. Professionals working at schools, the regional center, or programs that serve transition age students and young adults are welcome to attend. Info flyer here: <https://drive.google.com/file/d/1GjnCN6uUXB2LumdA17QMpj652sg683cX/view?usp=sharing> [drive.google.com]

Association of Regional Center Agencies [ARCA] – Frank Paré

Mr. Paré elaborated on the new ARCA membership agreement that focuses on the strength of all 21 regional centers speaking in one voice, which would be through ARCA instead of by individual regional centers. The agreement sets standards for the regional centers to follow via a Standard and Practices Committee. This committee will provide recommendations for which the members will be held accountable, and the committee will be providing and advising when there is an issue. Mr. Paré will be part of that committee and will report to the board on the issues that are brought up.

M/S/C

“The board approves of committing to the new ARCA membership agreement and ByLaws as explained this evening and per the ARCA Membership Application and Agreement. This agreement is a reaffirmation of speaking with one voice” [Hogue/Soloway] Unanimous The motion was adopted.

The board members discussed this further for clarification on what this means for those regional centers do not agree on certain policies, priorities, and direction.

MEETING ADJOURNED

The board meeting adjourned at 9:08 p.m.

Virtual Meetings on February 26, 2024

The next Diversity & Equity Meeting will be at 5:30 PM

The next Board Meeting will be at 7:00 PM