



Board of Directors Meeting

Monday, November 25, 2024

Virtual Meeting

Approved 01/27/25

RCEB BOARD MEMBERS PRESENT:

Frank Paré, President/Supports & Services Co-Chair
Sadia Mumtaz, Vice-President/Diversity & Equity Co-Chair
Renee Perls, Secretary
Nyron Battles, CAC Chair/Diversity & Equity Co-Chair
Lisa Soloway
Brian Blaisch
April Key-Lee
Linda Stevens
Rose Coleman
Geneva Carlos-Valentino, PVAC Representative

ABSENT:

Teresita DeJesus
Dr. Steven Whitgob, Vice Treasure

STAFF PRESENT:

Lisa Kleinbub, Executive Director
Ronke Sodipo, Director, Client Services
Lynn Nguyen, Director of Finance & Administration
Caylin Patterson, Director Of
Human Resources & Support Services
Steve Robinson, Director of Community Services
Chris Hanson, Associate Director of Client Services/Adults
Elvia Osorio-Rodriguez, Associate Director of Client
Services/Children
Ben Braun, Associate Director of Early Start and Young
Children

Lindsay Meninger, Associate Director of Client
Services/Young Adults and Federal Programs
Michael Minton, Manager of Risk Management and Quality
Assurance
Ashley Harmon, Executive Assistant
Genia Lindberg, Administrative Services Manager
Gina Rose Sass, Case Management Supervisor
Jeff Dix, Quality Assurance Specialist
Margaret Casebeer, Case Management Supervisor
Mariana Varela, Manager of Diversity, Equity, Access and
Inclusion
Michelle Velasco, Case Management Supervisor

GUESTS:

Chris Aguire/DDS
Adrian Peirce, CPA
Araceli Lopez
Assata Olugbala
Breeze Hernandez
Damian's iPhone
Dominique, FUFU
James Vaughn, FUFU
Dr. Gregory Holler
Elias Lawler
Elicia
Cynthia Alonso
Jaynette Underhill-Levingston

Jenica Hadley
Lesa's iPhone
Maria Ramirez
Mary Beth Lepkowsky
Maureen Fitzgerald
mr2125@att.net
Sheraden Nicholau/SCDDC
Sonia M.
Trish Sal
Vi Ibarra
Yasmin
Ann Pringle

CALL TO ORDER

Frank Paré called the regularly scheduled business meeting of the Regional Center of the East Bay to order at 7:09 pm. A quorum was established and the motions were revisited.

CONSENT AGENDA / MINUTES

M/S/C “The Board moves to approve the November 25, 2024 Agenda as presented”
[Lisa/Nyron] Unanimous - The motion was adopted

M/S/C “The Board moves to approve the October 28, 2024 Minutes with corrections to page 8”.
(Geneva/Lisa) Unanimous - The motion was adopted

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.

Cynthia Alonso, attended the grand opening of the new Service Center in Stockton for Families United and expressed hope to have a center like that in our Regional Center East Bay area.

Araceli Lopez, would like to see the board meetings take place in person to allow for better communication.

Assata Olugbala, expressed concerns on the length of time it has taken to receive the Mason Tillman Report. Requested the date that the contract was agreed upon and a date that the report will be available.

Cynthia Alonso, would like to speak for Araceli Lopez “First of all thank you for inviting her but it is difficult to get her message across in a zoom meeting and she would prefer an in person meeting”.

Dominique, Executive Director of Families United would like to announce that Families United has officially expanded services into San Joaquin and Stanislaus counties with the support of DDS and Valley Mountain Regional Center. This expansion allows for comprehensive navigation services to underserved families in those regions. Families United pursued numerous proposals to address identified areas of need according to Regional Center POS data, including wraparound services and education supports. But unfortunately none of those proposals were supported. Families United hopes to gain the support of Regional Center East Bay.

Francesca Percelle, Families United would like to stand with Families United for Equity in Alameda County here in the East Bay. Francesca also attending the grand opening and ribbon cutting ceremony in Stockton and hopes that Regional Center will support us here in the East Bay.

Budget and Finance Committee Guest Speaker – Lynn Nguyen, Director of Finance & Administration

INDEPENDENT AUDIT REPORT FOR FISCAL YEAR 23-24: Aiello, Goodrich & Teuscher

RCEB received a draft audit report for the Fiscal Year 23-24 from AGT, the Agency’s independent auditors. At this time, AGT has issued a final draft. The Budget and Finance Committee has reviewed the final draft of the audit report, which is also a clean report, unmodified. Ms. Nguyen introduced Adrian Peirce with AGT to present a summary of the report to the board. Minor changes were made to the report on page 19/20 and Mr. Paré requested Ms. Nguyen to speak to those. Ms. Nguyen informed the board that information from the June 30, 2022 report was listed and the correct information has been updated.

The Committee recommends that the Board approve the Fiscal Year 23-24 Independent Audit Report as presented.

M/S/C “The Budget and Finance Committee motions to approve the Fiscal Year 23-24 Independent Audit Report as presented.” [Blaisch/Battles] Unanimous.
The motion was adopted.

Conservatorship Board Policy – Ronke Sodipo, Director of Client Services

Ms. Sodipo presented the Delegated Conservatorship Policy requested by the Department of Developmental Services (DDS) that the Regional Center of the East Bay generate by the end of November 2024. Currently, 379 individuals served by Regional Centers statewide are conserved by the Department of Developmental Services. The Case Manager is a designee through the Executive Director to serve as a conservator for individuals who are conserved by DDS. It now appears to be a conflict of interest. DDS would like each Regional Center to identify somebody other than the case manager to take on those responsibilities and can have an independent review, attend meetings alongside the case manager, and provide feedback to the Department of Developmental Services on Conservatorships.

Ms. Mumtaz would like to request the policy to be updated due to inconsistency and further explanation as to how things will be done for the Appeals Specialist. Ms. Sodipo suggested we create a procedure that will consist of exactly what this individual will be doing. The policy is intended to be a general overview.

Ms. Key-Lee inquired if the new IPP template under communication decision-making section if that is something the appeal specialist has access too along with updating on monthly bases. Ms. Sodipo confirmed the role of this delegated conservator would be to make sure all of the information is consistent and they’re engaging the individual outside of the relationship with the case manager.

Mr. Paré commented on the timeline the request was made from DDS to Regional and the date the Board is reviewing. Ms. Kleinbub explained the steps needed before presenting and reminded the board that this was discussed at last month’s Board meeting. Most regional centers share policies across the state and this policy is similar to other regional centers. Ms. Kleinbub explained the difference between what would be included in the Policy versus the Procedure. Our procedures certainly will be different due to the person who is holding this position (Appeals Specialist) and a copy will be provided.

Mr. Blaisch inquired if DDS took into consideration having this delivered through the county court system.

Ms. Mumtaz and Mr. Blaisch reiterated their comments and further expressed interest as to why DDS would not take on the responsibility of appointing an official (attorney) so that this is actually separate from RCEB.

Ms. Coleman expressed concerns around a conservator who might pass away and what would happen. In addition, what if the individual doesn’t want to be conserved or does not want the Appeals Specialist to act in that role. Ms. Kleinbub confirmed that DDS would need to be contacted and work to get another person in as conservator.

Ms. Kleinbub also confirmed if the board would like to wait until January and respond to DDS with additional question that could happen.

M/S/C “The Board moves to approve the Delegated Conservatorship Policy as specified”
[Brian/Nyron] 7-opposed & 1-abstain The motion was not approved and Ms. Kleinbub will be following up with DDS on this matter.

COMMITTEE REPORTS

EXECUTIVE DIRECTOR'S REPORT - Lisa Kleinbub, Executive Director

Mason Tillman Report

Ms. Kleinbub expressed frustrations in the delay in receiving an update about the questions proposed. She also offered to share the communication previously sent to Dr. Ramsey. Based on the recommendations in the report we are doing preliminary work on how those recommendations could be implemented. The board will develop a plan for how this information will be shared with the community. Ms. Kleinbub is hopeful this will happen within the next two months and confirmed that Dr. Ramsey can be invited to present the report and findings to the board.

DDS Provider Directory - Service Provider Rate Increase

Ten percent of the full rate for service providers in multiple categories included in the rate study will be based on quality measures. For the first one to two years, the quality incentive for the last ten percent will be based on whether the provider participates in the Provider Directory. Service providers must go into the Provider Portal and fully verify their information before November 29, 2024. DDS's goal is to make it a very public-facing directory where families can find the information they want by searching through it themselves. The rate increase implementation will be on January 1, 2025. Due to a delay in DDS Reports, we expect a delay in the completion of certain service codes, but rates will go back retroactively. We are also seeing frustrations from service providers due to the collection of information from DDS and the confusion. Over the next year, there are going to be changes both in rates but also in the coding for how services are delivered (for example site based or community). These changes will also affect the Individual Program Plans (IPP) and its alignment with POS's (services provided). In addition new service delivery models will be available along with the Standardized IPP. The board inquired if enough support is being offered to providers to be able to input the data needed.

Federal Election Concerns

Ms. Kleinbub discussed concerns with the upcoming change in the Federal Administration and how that will influence California. People are concerned that the Public Charge Rule will be implemented again and that State funding and Medicaid funding across the Country for Intellectual and Developmental Disability (IDD) Services will be influenced. We are especially concerned that work over the last few years would be lost. We have also been very clear with DDS that we are not inquiring around Legal Status and Residency Status to anyone that is served. The California Governor has promoted this. Mr. Blaisch wanted to reiterate that children born in the United States have the right to these services and sometimes we can leverage that to assist parents to get Residency status because they have to stay to be able to take care of their children.

Regional Center Training for Standardized IPP

Currently we have two community trainings on the new IPP set for January 21st and January 28th. These will take place over zoom and will be shared/published. Translation of the meetings and the new IPP will be available.

Budget and Finance Committee – Lynn Nguyen, Director of Finance & Administration

PURCHASE OF SERVICE

Regional Centers typically submit a preliminary Purchase of Services Expenditure Projection (PEP) to the Department of Developmental Services (DDS). 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).

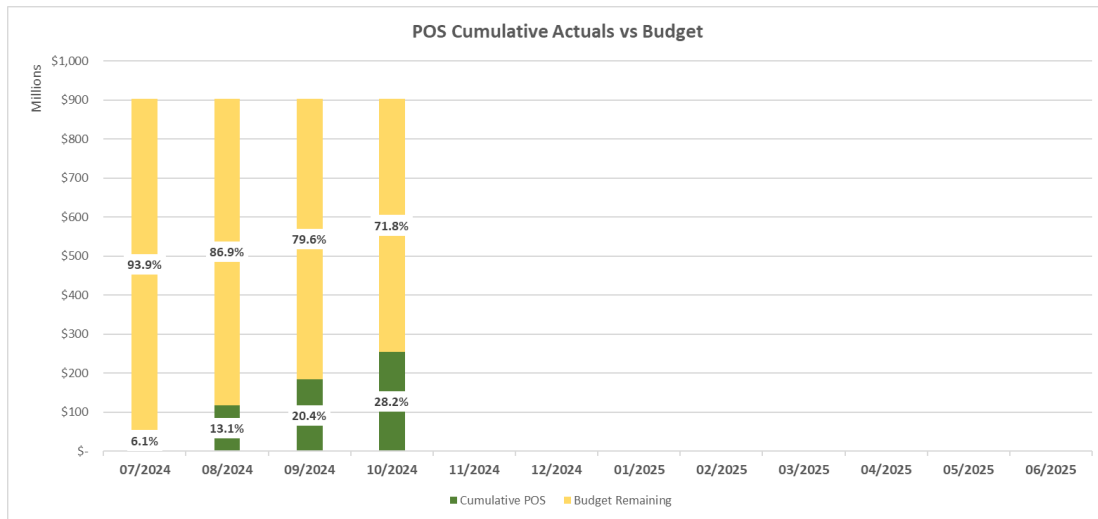
Due to the changes in authorizations for the implementation of the rate reform, DDS has paused requiring the Regional Centers to submit the first PEP report, which is normally due on December 10th, 2024. DDS has issued several directives regarding these changes in service codes and sub codes for regional centers to work with the vendors. A lot of work will need to be completed from now until March 31, 2025 with new authorizations to

be completed by December 31, 2025. At this time, due to these changes, RCEB has not been able to project a POS budget for FY24-25, pending more information from DDS. We will keep the Board updated as more information is available or a PEP can be completed.

Through the A-1 amendment, RCEB received a total of \$903M in NON-CPP Purchase of Services (POS) funding. Based on expenditures through October, we have expended 28% of the POS budget, or \$254M. This is comparable to 29% for previous year at this time.

For CPP POS Expenditures, RCEB received preliminarily \$100k for placement and we are still waiting for DDS to approve the final CPP/CRDP plan with funding allocation in the upcoming A-2 amendment.

The graph POS cumulative Actuals versus Budget shows POS expenditures trending month-over month compared to the overall budget for FY 24-25.

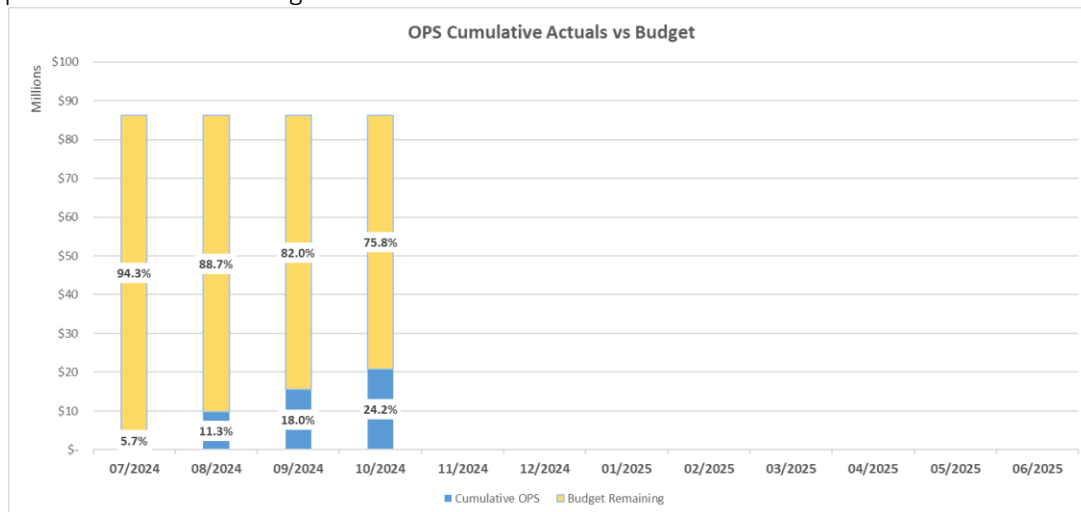


OPERATIONS

The Agency preliminarily completed its FY 24-25 budget for Operations (OPS) for \$86M and has presented this detailed budget to the Board at the October Board meeting.

Through October 2024, we have expended 24% of the \$86M, which is comparable to the 21% for previous year at this time. As this is a preliminary budget, we will continue to monitor and update the budget accordingly.

The graph OPS cumulative Actuals versus Budget below shows OPS expenditures trending month-over-month compared to the overall budget for FY24-25.



CASELOAD RATIOS

Every year on March 1st, RCEB completes a caseload survey to report actual caseload ratios which can be compared to the required ratios for various categories: medicaid waiver, age 0-5, complex, low/no POS, moved from DC within the last 12 months, and all other cases.

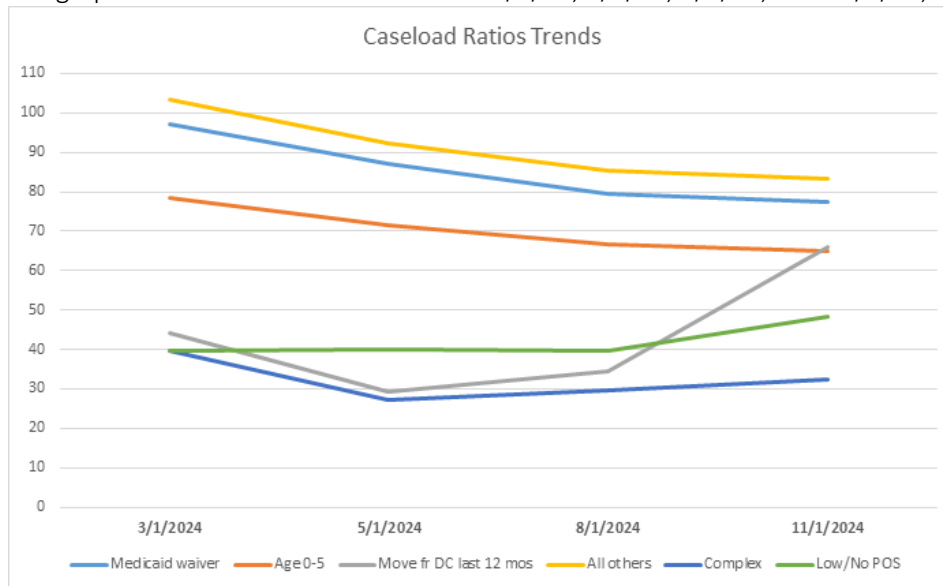
On March 1, 2024 and November 1, 2024, RCEB’s actual caseloads were as follows, compared to the required ratios:

3/1/2024	Medicaid Waiver	Age 0-5	Moved from DC within last 12 months	All others	Complex	Low/No Pos	Total FTE
Actual ratio	97	78	44	103	40	40	275
Required ratio	62	40	45	66	25	40	

11/1/2024	Medicaid Waiver	Age 0-5	Moved from DC within last 12 months	All others	Complex	Low/No Pos	Total FTE
Actual ratio	77	65	66	83	32	48	348
Required ratio	62	40	45	66	25	40	

Inc (dec)	(20)	(13)	22	(20)	(7)	8	73
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Below is a line graph of the caseload ratios trend at 3/1/24, 5/1/24, 8/1/24, and 11/1/24, respectively.



While RCEB’s caseloads are still above the required ratios, they have significantly improved when compared between November 1st and March 1st. The total FTEs increased by 73 and All others caseload reduced from 103 to 83 cases per case manager.

Since July’24, RCEB has hired 54 employees and the headcount as of 11/1/24 was 576. We will continue to aggressively hire from now until the end of fiscal year in effort to further reduce our caseloads.

Employee Count as of 11/1/24				
	July '24	Aug'24	Sept'24	Oct'24
Hire	14	15	13	12
Terminations	8	11	4	3
Total Employees	554	558	567	576

Projected Caseload Ratios at 3/1/25 and 6/20/25

RCEB currently has 54 Case Manager positions open. If we were to hire 27 FTEs by 3/1/25 and another 27 FTEs by 6/20/25, the projected caseload ratios are estimated to be as follows:

	Medicaid Waiver	Age 0-5	Fr DC last 12 mos	All others	Complex	Low/No Pos
Projected at 3/1/25	70	59	66	79	32	48
Required Ratios	62	40	45	66	25	40
Difference	8	19	21	13	7	8

	Medicaid Waiver	Age 0-5	Fr DC last 12 mos	All others	Complex	Low/No Pos
Projected at 6/20/25	64	54	66	75	32	48
Required Ratios	62	40	45	66	25	40
Difference	2	14	21	9	7	8

The Board inquired based on these caseload numbers if the concerns addressed at the previous Board Meeting by RCEB Staff would be eliminated and within what period?

Executive Committee Report/President’s Report: Frank Paré, President

CONTRACT APPROVAL

[Note: The contracts were submitted to the board of directors prior to the board meeting for their review and opportunity to ask questions and provide comments.]

La Familia Counseling Services,

Term of Contract: 11/1/2024 – 6/30/2025 and 7/1/2025- 6/30/26

- Consumers Served, 716
- \$124.86 per client per month through 6/30/25. Monthly contract amount is (up to) \$89,400 8 months estimated contract amount is \$715,198. \$127.98 per client per month through 6/30/26. Monthly contract amount is (up to) \$91,635. Annual estimated contract is \$1,099,626.
- This contract represents the case management contract between RCEB and La Familia Counseling services (LFCS).
- LFCS provides bilingual case management staff to serve our monolingual Spanish speaking consumers and their family members.

M/S/C “The Board moves to approve of this contract with La Familia Counseling Services, as specified” [Lisa/Rose] 2-abstain - The motion was adopted

The board inquired how La Familia works in conjunction to RCEB as it would relate to the public comments RE: FUFEE

RCEB Strategic Plan/Draft Survey

Mr. Paré expressed his gratitude for all those who participated in the development of the Strategic Plan. Ms. Lepkowsky was to provide a strategic plan update, but due to time constraints, Mr. Paré suggested scheduling a separate call for a more in-depth discussion addressing the items that are listed as TBD or non-applicable. The board agreed and confirmed a vote would take place during that separate zoom call and would take place within the next 30 days.

Executive Director Search Committee

Mr. Paré provided an update on the executive director search process, which has been ongoing since August. The search committee has received 241 applications, with 35 undergoing an initial review and 15 recommended to the committee. Four candidates have been interviewed so far, with three scheduled for a presentation. The goal is to have the role filled by the end of the year. Mr. Paré also mentioned that the search firm has been professional and transparent throughout the process.

Membership Development Committee: April Key-Lee

Ms. Key-Lee announced the results of the board officer elections, with Frank, Sadia, and Renee serving another term. She also thanked Linda Stevens and Dr. Steve for their years of service on the board.

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/>

Consumer Advisory Committee [CAC]: Nyron Battles

No meeting occurred during the month of November.

Supports & Services Committee: Frank Paré, President

Mr. Paré discussed the standardized IPP that will go into effect at the beginning of the year, with a focus on training and impact on families. Also mentioned the grand opening of the Grinnell Housing multi-housing in Berkeley, which has reserved 12 units for their clients. In addition more housing is coming, Eden Housing in Castro Valley that will have 10 units available. Mr. Paré gave a brief update on the outstanding POS's concerns and how the follow up is occurring once aware of the outstanding POS.

Provider/Vendor Advisory Committee [PVAC]: Geneva Carlos Valentino

Ms. Carlos Valentino reported on the challenges with membership in the Provider Vendor Advisory Committee (PVAC) and the need for new members. Also provided an update on the PVAC meetings, the challenges with the Provider Directory, and the ongoing discussions on addressing language barriers and disparities in service delivery. Additional meetings are occurring and will be shared with Ashley Harmon who can then share on RCEB's Event page.

PUBLIC COMMENT

James Vaughn, IEP Specialist and Early Start Director for Families United expressed concerns about the lack of funding for Families United and the need for equitable service access.

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

The next Bay Area RAC will be on 12/04 from 5:30-8 p.m. Featured in this meeting a Health Equity workgroup update on more inclusive & accessible emergency departments; tips, tools & strategy presentation from UCSF Office of Developmental Primary Care; updates from RAC members, councilmembers; community partner updates and more.

Join on Zoom: <https://us02web.zoom.us/j/81069742165?pwd=Z276ibbFjJFo9ZHOO5cz3dEL2Fm91J.1>

or in-person: RCEB Concord office 1320 Willow Pass Rd. #300, 4th floor – John Rodriguez Conference Room, Concord, CA. 4th Annual There Should Be A Law 2024 report with info about submissions: https://scdd.ca.gov/wp-content/uploads/sites/33/2024/11/FINAL_4th-Annual-There-Should-Be-a-Law-Report-Oct-2024.pdf

Earlier this month, Governor Gavin Newsom issued a proclamation convening a special session of the California Legislature, starting Dec 2. The special session will focus on bolstering California legal resources to protect civil rights, reproductive freedom, climate action, and immigrant families. https://www.gov.ca.gov/wp-content/uploads/2024/11/Special_Session_Proc_Nov.pdf

Assata Olugbala, expressed her frustrations with the delay in receiving the Mason Tillman Report. Also expressed her desire for the next Executive Director to have the ability to receive information relating to race and equity and resolve the concerns.

Dominique, Executive Director of Families United would like to respond to Brian's question about families united and Lisa's response earlier. Families united does not solely provide advocacy services. We offer a range of comprehensive supports. We do offer developmental screenings. We offer one-to-one navigation services for

families that includes regional center services and generic resources. We provide educational advocacy for IEP and 504 plans. Resource connections to address barriers that marginalized communities face. Note that right now, there's no delegate agency that specifically serves African American families, no delegate agency similar to La Familia that supports Spanish speaking community and families united we feel like we do have the capacity and the expertise to bridge the gap and to address those documented racial disparities in service access. Currently Families United will be hosting our third annual toy, book, and coat drive this year – please consider donating.

MEETING ADJOURNED

The board meeting adjourned at 9:36 p.m.

CLOSED SESSION

Virtual Meetings on January 27, 2025

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

The next Board Meeting will be at 7:00 PM

Acronym List

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