



REGIONAL CENTER OF THE EAST BAY
Board of Directors Meeting
Minutes

Monday, April 25, 2016 7:05 p.m.

500 Davis Street, CA

Approved 5/23/16

RCEB BOARD MEMBERS PRESENT:

Evangeline Iyemura, President
Steve Whitgob, Treasurer
Rose Coleman, Secretary
Sister Marygrace Puchac, PVAC Representative
Nyron Battles, CAC Chair
Morena Grimaldi, Diversity & Equity Chair
Carmen Quinones

ABSENT:

Mike Treppa, Budget & Finance Committee Chair [excused]
Chi Lee [excused]
Gwen Nash-Butler [excused]
Marie Parra [excused]

STAFF PRESENT:

Jim Burton, Executive Director
Terri Jones, Director of Human Resources
Lisa Kleinbub, Director of Health & Behavioral Services
Nancy Kubota, Director of Finance & Administration
Ronke Sodipo, Director of Consumer Services
Steve Robinson, Director of Community Placement & Sonoma Developmental Ctr Closure Plans
Evelyn Hoskins, Associate Director of Federal Programs
Elvia Osorio-Rodriguez, Associate Director of Children Services
Priscilla Gomez, Manager of Transportation
Gabriel Mendoza, Case Manager
Meredith Rosenberg, Case Manager
Michi Toy, Executive Assistant

GUESTS:

Kathy Hebert	Anna Shands, DDS
Arthur Lipscomb, CRA	Sandi Soliday, ACDDC
Maria Marquez, SD Committee Vice-Chair	Geneva Ziaouré
Robert McCrory	

CALL TO ORDER

President, Anne Struthers reached the end of her term of office at the last board meeting in April, therefore the Vice-President; Evangeline Iyemura presided over this evening’s meeting. Ms. Iyemura called to order the regularly scheduled meeting of the Regional Center of the East Bay at 7:05 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 April 25, 2016 agenda with the addition of an Executive Session–Personnel Issue.” [Battles/Puchac] Unanimous

M/S/C “The Board moves to approve the Minutes from March 21, 2016 as presented.” [Battles/Puchac] Unanimous

PUBLIC COMMENT

There were no public comments during this period.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE- Evangeline Iyemura

Purchase of Service Data Presentation – Lisa Kleinbub

In accordance with California Welfare and Institutions Code Sections 4519.5 and 4519.6, the regional centers must post data as it relates to purchase of service (POS) authorization, utilization, and expenditure with respect to consumer’s age, ethnicity, primary language, disability, and residence type.

Ms. Kleinbub’s presentation at the board meeting was based on the most recent Purchase of Service Data compiled for the 2014/2015 fiscal year. This data that was presented to the participants who attended one of the five meetings that were conducted in both the Alameda and Contra Costa counties during the month of March. Ms. Kleinbub distributed the Purchase of Services Expenditure and Demographic Data that was completed in December, 2015 which is also available on our website. Questions were asked and answered accordingly.

Mr. Burton thanked Ms. Kleinbub for her work in disseminating this information out to the population that we serve. When these meetings are held in conjunction with a regularly scheduled event, it appears that attendance and participation is much higher. Therefore, we will look into starting this activity earlier in the year and spreading it out over more months so that we can coordinate it with existing events to continue our efforts to reach a broader audience.

Mr. Burton also added that Senator Kevin de León, President pro Tempore of the California State Senate put pieces in the SBX2 1 bill that will begin to help us address disparities in our State which will include start-up funding for new programs to underserved communities, assistance for bi-lingual assistance for staff and other funding towards opportunities that will make our services more accessible. It will be exciting to move forward with the proposals that will take effect on July 1st and to see dollars put towards programs that will improve the availability of services in underserved communities.

Service Coordinator Caseload Survey – Ronke Sodipo

Ms. Sodipo distributed the most recent Caseload Ratio Survey data and comparisons to last year's data. She explained the ratios for the Medicaid waiver cases, for Early Start, and for consumers moving from state developmental centers into the community. Questions were asked in regards to the lower CPP ratio this year vs. last year. The lower ratio was explained by the department hiring of more staff as well as more residents moving out into the community.

Mr. Burton added that none of the 21 regional centers have met all of their caseload ratios. We are pleased that the Administration has proposed in next year's budget that the \$23M be allocated to reduce caseloads. This represents about a third of what would be needed to have the caseload ratios meet requirements in law and promises to the federal government. Mr. Burton thanked Ms. Kubota for carefully putting together the numbers. We should see significant improvements in the coming fiscal year with the hiring of additional staff that are included in the regular budget, and with the increases in salaries that are coming through with the ABX2 1.

CONTRACT APPROVALS

Community Placement Plan [CPP]

HOUSING CONTRACTS

Mr. Burton informed the board that the housing organizations are all non-profit organizations, and that the contracts are related to the closure of Sonoma Developmental Center where special start-up funds approved by the State of California were established for that purpose. All the organizations responded to our Request For Proposals [RFP's] and a proper selection was used to select these contracts. Under this model, home ownership is separated from the provision of services to allow us to change the provider of services, with no affect on a resident's home.

California Housing Foundation [CHF]

This contract is for projects #9, 10, 11, 12, 13, 14

This is a new non-profit housing organization in our area. CHF own the properties for this particular purpose as long as the regional center allows them to own the property.

This is an agreement to operate six 4-bed Specialized Residential Facilities [24 consumers total] known as a specialized Adult Residential Facility for Persons with Special Healthcare Needs [ARFPSHN]. The start-up cost includes the purchase and renovation of the homes.

→ Term: 5/1/16 – 3/31/18 with a \$4.2M max (1 time start-up)

M/S/C “The Board moves to contract with California Housing Foundation as presented.”
[Battles/Whitgob] Unanimous

Housing Consortium of the East Bay [HCEB]

HCEB was a non-profit organization that we partnered with during the Agnews Developmental Center closure, and we will be using them for the SDC closure as well.

This contract is for projects #7, 8, 15, 16, 17, 18, 19, 20

This is an agreement to acquire and renovate:

- Two 4-bed [8 consumers] specialized Adult Residential Facility for Persons with Special Healthcare Needs [ARFPSHN].
- Two 4-bed [8 consumers] Residential Care Facility for the Elderly [RCFE]
- Four 4-bed [16 consumers] Enhanced Behavioral Support Homes [EBSH]

The start-up cost includes the purchase and renovation of the homes for a total of 32 consumers.

→ Term: 5/1/16 – 3/31/18 with a \$5.5M max (1 time start-up)

M/S/C “The Board moves to contract with Housing Consortium of the East Bay
as presented.” [Whitgob/Puchac] Unanimous

SERVICE PROVIDER CONTRACTS

Elwyn California

This contract is for projects #1, 2, 9, 10, 11, 12, 13, 14

Elwyn was one of the service providers that we contracted with during the Agnews closure. This is a highly staffed, heavily monitored and regulated service.

This is an agreement to provide services to eight 4-bed Specialized Residential Facilities [32 consumers total] known as a specialized Adult Residential Facility for Persons with Special Healthcare Needs [ARFPSHN].

→ Term: 5/1/16 – 3/31/18 with a \$2M max (1 time start-up)

M/S/C “The Board moves to contract with the Elwyn as presented.”
[Quinones/Battles] Unanimous

PFI Residential Services, Inc.

This contract is for Project #18 only.

This is an agreement to provide services to one 4-bed Enhanced Behavioral Support Home [EBSH].

→ Term: 5/1/16 – 3/31/18 with a \$250K max (1 time start-up)

M/S/C “The Board moves to contract with the PFI Residential Service, Incorporated as presented.” [Battles/Whitgob] Unanimous

Woodbridge Health Services

This contract is for Projects #7 and 8.

This is an agreement to provide services to two 4-bed [8 consumers] ARFPSHN

→ Term: 5/1/16 – 3/31/18 with a \$500K max (1 time start-up)

M/S/C “The Board moves to contract with Woodbridge Health Services as presented.” [Battles/Puchac] Unanimous

DAY PROGRAM CONTRACT

East Bay Services for the DD

This is for Project #23

This is an agreement to provide service to one adult day program [45 consumers] for elderly individuals who are currently at Sonoma Developmental Center.

→ Term: 5/1/16 – 3/31/1with a \$300K max (1 time start-up)

M/S/C “The Board moves to contract with East Bay Services for the Developmentally Disabled as presented.” [Battles/Whitgob] 1-abstention

BUDGET AND FINANCE COMMITTEE- Report from April 25, 2016 - Steve Whitgob

Purchase of Service

RCEB is currently reporting a mid-range, NON-CPP Purchase of Service sufficiency of approximately \$4.38MM. This is a slight increase from last month’s mid-range projection. Our POS projection includes the annualized impact of the Sick Leave Act, the local and State minimum wage increases as well as the impact of the Federal Labor Standard Act. However, not all of these approved rate adjustments are reflected in our expenditures to date as we still continue to process rate adjustments when we receive the rate approvals from the Department.

Overall, our POS projections remain relatively stable. At this time, 15 out of the 21 Regional Centers, including RCEB, are reporting balanced POS projections for Fiscal Year 2015-16. We will continue to monitor the status of our current year POS projection carefully.

Operations

We continue to report a projected balanced operations budget for the current year.

Cash Flow status

At this time, the agency is maintaining a stable cash flow. We advised the board last month that we may start receiving partial State warrants in April for February claims but the Regional Centers recently received our full February claim. Therefore, we are still maintaining approximately \$52.7 MM cash on hand. We will be able to fully pay for April services in May. The Department has notified Regional Centers that March and April claims, which are to be paid by the state in May and June respectively, will be offset by 45% each month. Even with the receipt of partial warrants going forward, staff believes that the agency has sufficient cash on hand to get through the month of June without borrowing from our line of credit. Mr. Whitgob thanked the Department for making every effort to pay the Regional Center on time and for working with all the Regional Centers to ensure that they will have adequate cash through the end of the fiscal year.

If the Department changes the amount of the offsets, Staff will advise the Board and the Executive Committee.

MEMBERSHIP DEVELOPMENT COMMITTEE- Evangeline Iyemura

We currently have 11 board members and are seeking an additional Alameda County Latino and Asian member in order to maintain ethnic representation that is consistent with our community.

Ms. Iyemura reminded the board that Anne Struthers nominated Ms. Hebert at the previous board meeting in March. Kathy Hebert will be completing her one year off as of this April 28, 2016 as she had served on the board consecutively for 7 years. Following a ballot election tallied by board member Morena Grimaldi, Ms. Iyemura reported that Ms. Hebert has been elected to serve her first term of 3 years, to begin on May 2, 2016. [Votes: 6-yes, 1-no].

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

The last PVAC meeting was on April 8th. Sister Marygrace informed the board that the providers were extremely grateful for the upcoming raises and rates, and thanked Mr. Burton for all his advocacy and hard work in Sacramento. At the PVAC meeting, Tom Holcomb, Professor at Ohlone College presented on Deaf Culture and its misconceptions. Ohlone College happens to have the largest deaf population being served not only in the U.S.A. but also in other countries. Sister Marygrace exclaimed that the presentation was very enlightening as it educated all in understanding the realities of the culture of the deaf community and how important facial expressions and the use of body language is in their communications.

CONSUMER ADVISORY COMMITTEE: Nyron Battles

Mr. Battles shared his experience when he and Evangeline Iyemura were at the Capitol in Sacramento on April 18th. ARCA had asked representatives from our regional center to attend the Floor of the Assembly to be a part of the 50th Anniversary Celebration of the Lanterman Act as Assemblyman Tony Thurmond was scheduled to present the 50th Anniversary Resolution. Due to an unforeseen security activity at the Capitol at that time, this presentation had to be cancelled and will be rescheduled.

Mr. Battles also added that at the CAC meeting, Maria Marquez was elected to be a member of the CAC.

DIVERSITY and EQUITY COMMITTEE: Morena Grimaldi

Angela Gattis summarized the Congresito conference which was held on April 16th in Oakley. This is the second year for this Contra Costa event which was well attended by 250 adults and children, with an offering of 30 workshops in Spanish. There were activities for all ages, including a sibling workshop and important trainings on IEP's and adult program transitioning. The larger Congreso Conference committee has now started meeting to plan the Alameda county event which will be on August 6th at Chabot College. The Save-the-date flyer is on our website.

Sister Marygrace Puchac summarized the April 17th Annual NowRoz Festival at the Alameda County Fairgrounds in Pleasanton. The community of Afghan/Persian families look forward to this yearly event of food, music, dance, exhibitions, etc.

Ronke Sodipo updated on the hiring of a trainer for the case managers, and their review of the Learning Management System module for training.

EXECUTIVE DIRECTOR'S REPORT: Jim Burton

State Budget

Mr. Burton stated that the State Budget process is still going on, but we are through with Special Sessions and most of the legislative hearings. There is one last hearing of the regular state budget process this Wednesday, April 27th. Individuals from our area will be testifying on the State Developmental Center's closure efforts as well as on the budget. The Governor's May Revise will be in mid May, where we do not foresee many new proposals from the Administration. There may be some proposals to address issues related to the closure of the three state developmental centers. There may well be counter-proposals coming from the legislature, as they took no significant actions on any of the items in the regular budget yet.

ABX2 1 Thurmond Bill

The first process that has started, addresses the service and regional center staff rates. The implementation of the service provider rates is now underway. The Department sent out 2,000 surveys to service providers which were due back on April 15, 2016. Although the Department

has received some of the completed surveys, there are still some providers who have not submitted their survey. The Department sent out a list of those service providers to the respective regional centers and we have been in contact with all of our providers to advise them of the importance of responding to the surveys, as that is the information that will serve as the basis for rate increases. Mr. Burton stressed that time is of the essence since the goal to institute the increases is July 1, 2016.

Mr. Burton added that we recently received the projected allocation for the wage/salary/benefit pass-through as well as the small administrative component for regional center staff. The Department followed the allocation methodology that we had agreed to. This allocation will be the basis upon which we engage in collective bargaining with our union to decide on what wage, salary and benefit increase we can provide our staff.

Both increases are substantial, and are the largest that we have ever seen both percentage or dollar-wise in our service system. These increases are desperately needed by our direct care staff and will make a huge difference in our service system.

Developmental Center Closure

On April 1st the Department submitted the plans of the closures of both the Porterville Developmental Center [non-secured treatment area only] and Fairview Developmental Center, as was expected. Therefore, we have a total of three closure plans before the legislature including the Sonoma Developmental Center. RCEB has been involved in numerous meetings with families, stakeholders, and legislators and we are making good progress with our placements and resource development is on track. We have been putting together the second year of our Community Placement Plan [CPP] for the Sonoma Developmental Center closure which was submitted to the Department. We will be very watchful through this next legislative session since there are still issues to address such as housing, dental and medical care. Mr. Burton informed the board that this is a large effort, but we have a good staff under Steve Robinson's leadership, and there will be lots of oversight by the Legislature and the Administration. RCEB strongly supports the hiring of State staff and we will soon add two nurses from Sonoma Developmental Center to our staff. There are 1,300 employees at SDC who will be without a job after the closure, so it is incumbent on us not to lose that experienced work force. We also have providers who are ready and are open to hiring as long as rates of reimbursements will cover the State staff salary, which we hope will be addressed in the May Revision.

Concord Office Move

1320 Willow Pass Road [@Diamond Way]
Suite 300, Concord, CA 94520

→ The conference room is on the 4th floor

As we mentioned at last month's board meeting, we will be moving our Contra Costa location to another site at 1320 Willow Pass Road in Concord, 1.5 miles from where we are currently located. We have sent out formal announcements. The new office has more usable available

space, which we need since we are hiring more staff. The total square footage remains roughly the same, so there is no significant increase in the current rent. We are very pleased that adult changing tables will also be added to the restrooms. The Concord office will begin the move on May 20th and we expect to be open in the new office on May 23, 2016.

DDS Fiscal Audit

The Department of Developmental Services just completed their fiscal audit of RCEB in four weeks. They were a good group of eight individuals, including supervisors and managers who worked very efficiently. We will go over the details of the audit draft with the Board when it is sent to us. Mr. Burton added that he is proud of what RCEB has accomplished in maintaining fiscal and accounting integrity through some tough times. Based on the audit exit interview, we received outstanding marks in terms of fiscal and financial management at RCEB. Mr. Burton thanked Nancy Kubota in particular, Director of Finance and Administration for steering us through this yearly.

Self-Determination

Although the DDS' Self Determination Program Workgroup is meeting regularly, the big issue still remains on the Federal approval of the CMS Setting Rules waiver. The committee has been working on alternate ways that a proposal can be submitted to keep the process moving forward. Jim Knight, who has overall responsibility of this project and is exceedingly knowledgeable about all types of waivers, is making every effort to move forward on this but it is difficult to predict when the Federal government will approve the waiver so that we can proceed.

PUBLIC COMMENT

Sandi Soliday, Alameda County Developmental Disabilities Council

Ms. Soliday spoke on behalf of Josh Sullivan on the Contra Costa activities. Ms. Soliday stated that Mr. Sullivan is very excited about the medical counter measure [MCM] POD training on June 2nd at the contra Costa County Fairgrounds in Antioch. They will be looking for coaches to participate as well and a flyer will be available shortly.

April 27th This is the next CCCDDC meeting where there will be a presentation by Way To Go, a mobility management system.

May 4th This is the next East Bay Legislative Coalition on Developmental Disabilities [EBLC] meeting from 10am–12pm at the Public Health Department, 1000 Broadway, Suite 500, in Oakland. All are welcome.

For the Alameda County Developmental Disabilities Council, there's a couple of training classes:
May 20th There is also a wages and disability benefits training. There will be a nominal fee and it will be held in the State building.

- May 11th This is the next ACDDC meeting which will include a presentation by members of the Lanterman Housing Alliance.
- May 24th Trauma Informed Care, a free all-day training course with A.R.M. credits.
- June 7th The annual DDC dinner will be at Scott's/Oakland, and the keynote speaker will be Assemblymember Tony Thurmond.

Mr. Burton added that we have not had a representative from the State Council on Developmental Disabilities, Bay Area office attend our board meeting for some time, and it is difficult not having any reports from the State Council.

ARCA REPORT - Jim Burton

There was no ARCA meeting in April. The next meeting is in mid June.

EXECUTIVE SESSION – PERSONNEL ISSUE

MEETING ADJOURNED

The board meeting adjourned at 8:49 p.m.

The next Board Meeting will be at 7:00 p.m. on May 23, 2016 in San Leandro
There is a Diversity & Equity Meeting at 6:00 prior to the board meeting