

Alta California Regional Center
Board of Directors Meeting
Thursday, September 24, 2020
Minutes

Present: Carmen Aguilar, Johnny Deng, Ron Mainini, Michelle Ramirez, Michelle Rewerts, Retha Seabron, Yang Sun, Rita Walker, Patty Wallace

Absent (* excused): Romilda Jones*, Luis Rivera*, Steven Sanchez*

Staff: Phil Bonnet, Iqbal Ahmad, Lori Banales, Jennifer Bloom, Tracy Brown, John Decker, Camelia Houston, Mechelle Johnson, David Lopez, Lisa West

Facilitators: Amy Fulk

Visitors: Sonya Bingaman, Kathy Brian, Maureen Fitzgerald, Kidada Medina, Maxine Milam, Tom McCool

1. **Call to Order & Opening Statement** - The Board of Directors met at 3:15 p.m. on Thursday, September 24, 2020, by Webex/teleconference.
2. **Introductions – Reading of ACRC’s Mission & Vision** - All present introduced themselves. Mr. Deng read aloud ACRC’s Mission and Vision.
3. **Community Comments**
 - ◆ Ms. Brian shared that the State Council on Developmental Disabilities’ (SCDD) Sacramento Regional Office appreciates collaborating with ACRC in the Home & Community-Based Services (HCBS) Training Series. They have received positive feedback, and Katherine Weston, ACRC’s HCBS Specialist, will be holding two more trainings. Beginning in October, SCDD will be highlighting employment.
 - ◆ Representing the Board of CHOICES, Dr. McCool expressed concern regarding the closure of a program that he reported was serving over 300 individuals.
4. **Consent Agenda – By consensus, the following consent agenda items were approved:** a) excused absences for Romilda Jones, Luis Rivera and Steven Sanchez; b) regular session Board meeting minutes of July 23, 2020; c) accept PAC minutes and approve new members; and d) accept Board Development, CAC, Executive and Finance minutes.
5. **New Business**
 - ◆ *Board Development Committee (BDC)*
Issue: Approve Board Member Term Extension

Discussion and Action: The Board needs to approve Retha Seabron’s next three-year term.

Without objection, Ron Mainini made the motion to approve Retha Seabron's term extension.

◆ *Executive Committee*

Issue: Reschedule October Committee Meetings

Discussion and Action: The Board's BDC, Finance and Executive committee meetings fall on an ACRC holiday. Ms. Walker shared that the Executive Committee recommends rescheduling these committee meetings to Monday, October 19th.

Without objection, Michelle Rewerts made the motion to reschedule the committee meetings to Monday, October 19th.

◆ *Finance Committee*

Issue 1: Monthly Financial Report

Discussion and Action: Mr. Ahmad shared that the Finance Committee met on September 14th, and reviewed the June 30, 2020 financial report which reflects the twelve months of expenditures for the 2019-20 fiscal year (FY). With 100% of the year elapsed, ACRC has expended 95.3% of Purchase of Services (POS) and 99% of Operations (OPS). A few late bills will still be coming in.

While staff are currently in the process of closing out August, this report reflects July billing, as well. Mr. Ahmad is projecting a \$4 million shortfall in POS funding. The Department of Developmental Services (DDS) is aware of this. ACRC will live within our OPS budget; the majority of these expenses are tied to staff wages and benefits.

For the 2019-20 FY, ACRC received the sixth contract amendment (A-6) and the department should release the A-7 by the end of the current FY.

Mr. Ahmad is expecting the B-2 amendment for the 2020-21 FY soon.

Without objection, Yang Sun made the motion to accept the monthly finance report as submitted.

Issue 2: OPS Contracts over \$100,000

Discussion and Action: Mr. Sun shared the Finance Committee is recommending to the full Board the approval of a new communication system for ACRC.

Currently, ACRC's communication system is an application of several different systems that are server based (the phone system, a conference line system, and a fax system). Mr. Ahmad shared that while we try to create efficiencies to better support our staff and clients, we demoed Ring Central, which provides all of these systems, while utilizing our Avaya infrastructure, and will be cost neutral moving forward.

This new system will have multiple language lines, and staff can use a "soft" phone, which will allow staff to make calls from their computers to the clients on their caseloads.

Mr. Bonnet believes this new system will allow ACRC to make a big and positive difference during this challenging time.

Without objection, Michelle Rewerts made the motion to approve the new communication system as presented.

◆ *Committee Updates*

- Board Development Committee (BDC)
 - Mr. Mainini shared that the BDC met on September 14th.
 - The group discussed the Board's Training Plan which was forwarded to DDS.
 - The Board's November training topic will be "Adult Services – Transition from School to Adult Service Options".
- Executive Committee
 - Ms. Walker shared that the Executive Committee met on September 14th.
 - We had a high-level discussion regarding the recent POS expenditure data public meeting and the plan moving forward.
 - The group reviewed the draft 2021 Performance Contract. There will be opportunities for public input prior to submitting to the department.
 - They discussed a letter received from the Sacramento County Developmental Disabilities Planning and Advisory Council which requested an update on program closures in ACRC's catchment area.
 - This will be included in Mr. Bonnet's report to the Board at future Board meetings, as well as information on new programs that are opening.
- Client Advisory Committee (CAC)
 - Ms. Wallace shared that the CAC met on September 8th.

- They had a presentation from Access Leisure about the virtual events that are being offered during the COVID-19 pandemic.
 - The group talked about how important it is to be prepared for an emergency; having a “Go” bag ready in case there is a need to evacuate.
 - Provider Advisory Committee (PAC)
 - Ms. Ramirez shared that the PAC met on September 10th.
 - They reviewed the draft 2021 Performance Contract and were asked to provide feedback/suggestions.
 - Mr. Bonnet shared updated information on COVID-19. Service providers are appreciative for the assistance in securing Personal Protective Equipment (PPE).
 - The group discussed Ms. Ramirez’s potential conflict of interest in serving as the PAC’s representative to the Board. She currently is the President-Elect for California Disability Services Association (CDSA).
 - The group voted on two new members – Lindsey Dyba, from Futures Explored, Inc., and Monique Migdol, with Tahoe Community Integrations.
- ◆ *President’s Report*
- Ms. Walker noted that the Board’s Training Plan was submitted to DDS and they approved it.
- ◆ *Executive Director’s Report*
- Mr. Bonnet expressed appreciation for all of the Board members that participated in today’s training.
 - The State of California has reached 800,000 positive COVID-19 cases; Sacramento has 22,000 reported cases and today we will hit our 400th fatality. Our statewide regional center system has 2,798 positive cases, with 155 deaths. ACRC has 140 positive cases, with 10 deaths; 72 direct support professionals (DSPs) and one staff member, who has recovered. It appears that the state is moving in the right direction, however school is back in session and Labor Day just happened. We must remain diligent and get out flu shots.
 - Another thing that has been difficult this summer, we have had the most severe wildfire season in the State of California. Mr. Bonnet has heard that there will be more power shut-offs in four of ACRC’s counties over the weekend. PG&E has worked hard to minimize the number of people that are affected by these power shutoffs. That being said, up to 100,000 people could potentially lose their power as it is expected to be over 100 degrees, with winds.

- ACRC uses the Everbridge system to reach out to all of our clients when there is an emergency that we need to warn them about.
- As requested, Mr. Bonnet will be reporting on any closures of programs/services, as well as any newly vendored services at Board meetings. During the past six months of the near-lockdown of our state, the information is as follows:
 - Services closed
 - One residential facility in Grass Valley
 - One day program in Auburn* (site based)
 - Choices (as mentioned earlier)
 - Newly vendored services
 - 12 new residential facilities (which includes eight new homes for children) – 58 beds
 - Two new day programs in Truckee
 - One new day program in South Lake Tahoe
 - One day program in Auburn* (community based – same provider)

It was clarified that the majority of individuals served by Choices have transitioned to new programs.

- Under normal circumstances we would be discussing the Performance Contract, but DDS has pushed back the submission date to December 1st. The Board will be discussing this document during the November Board meeting.
- At the beginning of the pandemic, regional centers were able to pay retainer payments to non-residential service providers. These agencies were able to bill for their average monthly attendance and do whatever they could do to support the clients that they serve. Beginning September 1st, these payments were terminated and service providers were given the option by DDS to provide alternative services to reduce client's risk of exposure in the community, while creating flexibility to tailor services to meet people where they are. The department's new framework was created to ensure our clients continue to receive person centered services that meet their needs, sustain our service delivery system, and continue the federal funding which flows into our system.
- ACRC held our Annual POS Expenditure Meeting on August 25th at 6 p.m. 65 individuals participated in a robust discussion. Over the past few years, ACRC has targeted specific groups that did not have any POS' in our system. We have done some outreach and now a good portion of them have active POS'.

◆ *ARCA Report*

- Ms. Walker shared that the Supported Life Institute (SLI) is hosting a virtual workshop entitled “Quality Services in a Time of Emergency” on Thursday, October 22nd, from 10 a.m. to 4 p.m.
 - Board members who wish to attend this event, please contact Ms. West.
- ARCA has joined Disability Vote Coalition in an effort to provide education and foster communication and voting.
- The next ARCA delegate meeting and Board meeting is scheduled for October.
- The Alternative Services delivery model is full of great possibilities and allows service providers to think about services in a different way.
 - San Diego Regional Center (SDRC) and DDS just released a Request for Proposal (RFP) for a Statewide Technical Assistance and Training Agent, who will coordinate a variety of supports to service providers to assist with implementing the Alternative Nonresidential Services model.

◆ *ARCA-CAC Report*

- The group discussed how clients are continuing to be affected by COVID-19.

6. ***Closed Session*** – At 4:24 p.m. the Board adjourned to closed session to approve closed session minutes.

7. ***Announcement of Closed Meeting Discussion*** - At 4:34 p.m. the Board reconvened in open session following approving closed session minutes.

8. ***Adjournment***

The meeting adjourned at 4:34 p.m.

Lisa West
Executive Secretary

cc: Phil Bonnet