

Alta California Regional Center
Executive Committee Meeting
Monday, October 19, 2020
Minutes

Present:

Rita Walker, President
Ron Mainini, Vice President
Michelle Rewerts, Secretary &
ARCA-CAC Rep
Yang Sun, Finance Comm. Chair
Carmen Aguilar, Member-at-Large

Board Members:

Johnny Deng
Michelle Ramirez
Steven Sanchez
Retha Seabron

Facilitators:

Amy Fulk

Visitors:

Maureen Fitzgerald

Staff:

Phil Bonnet, Executive Director
Iqbal Ahmad, Chief Financial Officer
Lori Banales, Deputy Executive
Director
Lisa West, Executive Secretary

The Executive Committee met at 4:51 p.m. on Monday, October 19, 2020, by Webex/teleconference to discuss: 1) Draft updated Board Whistleblower Policy; 2) ARCA Academy Update; 3) Executive Director's Report; and 4) Correspondence from Community, ARCA & DDS. All present provided self-introductions.

Without objection, Rita Walker made the motion to adopt the Executive Committee meeting minutes of September 14, 2020 as submitted.

1. ***Draft updated Board Whistleblower Policy***

- In your packet, you have a draft copy of the newly updated Whistleblower Policy. Judy Enright, a highly regarded attorney in the State of California, has suggested significant revisions to our current policy.
- The revision includes the option for an individual to file a whistleblower complaint directly with the Board.
- This committee has the option to discuss this item further at the November Executive Committee meeting. Ms. Walker believes that the suggested revisions strengthen the Board's process.

Without objection, Ron Mainini made the motion to recommend the updated policy to the full Board.

2. ***ARCA Academy Update***

- Ms. Walker shared that the Association of Regional Center Agencies (ARCA) workgroup met to discuss upcoming training options. ARCA asked Board members across the state to participate in a survey about next steps; about 100 people responded.

- The ARCA Academy will hold its virtual trainings on the second Saturday of the month. The first training will be held on November 14th, between 1 and 5 p.m. (time to be determined depending on the topic).
- Understanding that Saturday's may not work for everyone, ARCA will record the trainings and then offer an option to view the training the following Wednesday, where individuals will have the opportunity to provide feedback.
- The first three training topics will include:
 - November: Boards in the community – Beyond administration, Board members play a key role in connecting to community members, partners, stakeholders, and legislators. What are the best ways to do this?
 - December: Working together – How can Boards bring new members in, and support them through mentorship and accessible materials? How do Boards maintain a culture where discussions and meetings are productive and conflicts are well-managed?
 - January: Strategic planning – How a strategic plan guides the work of a regional center, as well as ways to create and measure these plans.

3. ***Executive Director's Report***

- Mr. Bonnet has been thinking of possible strategic goals for the Board.
 - ACRC's Re-Opening Plan is first on the list.
 - This is a long-term goal. We need to think about what it will take to bring staff back, restart programs, etc.
 - As a Board, we need to be aware of crowd sizes in congregate settings.
 - ACRC was the first regional center to develop a policy regarding 4-bed residential facilities. Shortly after the policy's approval, the state followed our lead.
 - The Board could possibly look for ways to assist residential facilities during the pandemic.
 - We can also look at ways to make Board membership more meaningful for volunteers.
 - Being a Board member should be a rewarding and fulfilling experience.
 - If you have any suggestions, please reach out to him.
- Caseload Ratios – input/suggestions
 - Each March, regional centers must submit their caseload ratios to the Department of Developmental Disabilities (DDS). In September, ACRC was notified that we did not meet three of the seven different mandated caseload ratios.
 - This is the first year that regional centers were required to report on the 1:25 caseload ratio for individuals with complex needs. DDS will be working with ARCA to make sure the methodology used to calculate this caseload ratio works across the state. Those present were reminded that ACRC received funding for three of these positions from the department.
 - ACRC will need to submit a plan of correction to DDS by November 16th. Ms. Banales drafted letters to the Provider Advisory Committee (PAC), the

State Council and staff, and asked for any suggestions to be sent to the designated email inbox (ratioinput@altaregional.org). She also spoke to the Client Advisory Committee (CAC) and asked for their input.

- POS Disparity
 - As mentioned at the last meeting, our community was more involved in our annual Purchase of Services (POS) Expenditure Data meeting, which was held virtually in late August.
 - Staff took the input that was received at that meeting and drafted a letter to the department on how we can better engage our Hispanic and Hmong communities served by ACRC.
 - In January 2021, ACRC staff will provide more information to the Board about our current disparity grant projects.
- Earlier this month, the UC Davis MIND Institute held its annual Spanish conference, which Mr. Bonnet normally speaks at. This year he sent a video for their virtual conference. It was noted that ACRC staff have a remarkable and positive relationship with the Spanish speaking ACRC population.

4. ***Correspondence from Community, ARCA & DDS***

- Ms. Walker noted that this section was added to the Executive Committee agenda for review and discussion of correspondence sent to the Board. Board correspondence includes:
 - Mitigation Plan – whenever there is a Board member who has a potential conflict of interest, the Board needs to draft a mitigation plan. Michelle Ramirez serves as the President-Elect for California Disability Services Association (CDSA). Ms. Walker believes that it is important that all Board members are aware of this. The plan puts into place additional safeguards. Any service providers on a regional center Board has an inherent conflict, which the law recognizes; they cannot vote on contracts or serve as a Board Officer. This plan was submitted to DDS and the State Council.
 - The State Council is requesting additional clarification on Ms. Ramirez's restrictions.
 - Every August, the Board submits a Board Composition Survey to DDS. This letter is their response back to us.
 - A letter from the Sacramento County Developmental Disabilities Planning and Advisory Council which requests information about the ongoing community issue regarding technology and Internet Access.
 - Ms. Banales noted this ACRC staff have been having these conversations with clients/families since the beginning of the pandemic. DDS has also been assisting regional centers by developing a list of free access to technology and reduced internet connections. These resources have been shared with clients/families.
 - Director Bargmann has been looking for funding for a lending library that could possibly assist the individuals that we serve.
 - ACRC has diversity grant funding and we have asked the department if we can divert some of this funding to assist clients/families, so that they can access virtual training.

5. ***Closed Session*** – at 5:39 p.m. the Executive Committee adjourned to executive session in order to discuss legal issues.
6. ***Announcement of Closed Meeting Discussion*** – at 6:05 p.m. the Executive Committee reconvened in open session following a closed session in which legal issues were discussed.

The next Executive Committee meeting is scheduled for **Monday, November 9, 2020**, at 5:30 p.m. The meeting adjourned at 6:05 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet