

MINUTES OF JULY 9, 2018
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

BOARD TRAINING: Forensic Cases/Jennifer Cummings and Conflict of Interest/Steve K. Beckett

BOARD PRESENT: Eric Naranjo; Cameron Page; Donita Remington; Elvia Sanders; Gizelle Siojo; Joshua Souder; Sheela Stark; Alva Stewart

MEMBERS ABSENT: Tom Cosand; Kiana Buffington; Ted Leonard; Jack Padilla; Rene Rojo

DIRECTORS PRESENT: Steve Beckett; Lavinia Johnson; Merissa Steuwer; Vince Toms; Kevin Urtz; Treva Webster

RECORDING SECRETARY: Sandra Guzman

BOARD FACILIATORS: Sandra Chavez; Phillip Botello

STAFF PRESENT: CJ Cook; Jennifer Cummings; Robin Ferguson; Kurtis Franklin; Andrea Gonzales; Yvonne Guajardo; Gabriel Ortiz

GUEST PRESENT: Enrique Camacho, Consumer; Enrique Camacho, Parent; Indalecio Hernandez, Parent; Maria Elena Hernandez, Parent; Alma Janssen, DDS; Shannon Meehan, SCDD; Maxine Milam, DDS; Keith Nelson, Parent; Ryan Nelson, Consumer; Alex R., Parent; Alexis Rodriguez, Consumer; Dimpna Rodriguez, Parent; Mario Rodriguez, Parent

CALL TO ORDER: Ms. Stark called the meeting to order at 6:03 p.m.

MINUTES OF MAY 14, 2018 BOARD MEETING: 1) Motion made to approve the minutes of the May 14, 2018 meeting as presented M/S/C Page/Remington.

PUBLIC INPUT:

Shannon Meehan, State Council on Developmental Disabilities: Ms. Meehan shared with the board a flyer containing QR (Quick Response) bar codes. The bar codes are links to valuable information and resources.

SELF DETERMINATION: Mr. Urtz provided an update on the Self-Determination Program. The Department announced that the application for federal funding for the Self-Determination Program was approved by the Centers for Medicare and Medicaid Services (CMS) on June 6, 2018. Although, the program was approved, the Department and the advisory workgroups must continue to focus on finalizing the program components for implementation. IRC currently has 359 consumers/family members that have expressed an interest in participating in this program. Target date to finalizing training and orientation materials are set for October 31. Updates will be posted on DDS' website <https://www.dds.ca.gov/SDP>.

CHAIRPERSON'S REPORT: Ms. Stark gave a brief background about herself and thanked the Board for their support. Ms. Stark's full report was included in the meeting packet.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson reported as of the end of June, IRC has 35,606 active cases. That is an increase of 197 from May and approximately 1900 active case from previous fiscal year. The Another Way Golf Tournament was a huge success and Ms. Gonzales will be reporting on it later this evening. Ms. Johnson shared she attended the CAC's Back to the 80's and had an awesome time. She thanked CJ Cook, his staff and Sharon and John Maggio for putting on a wonderful event for consumers and their families.

FINANCIAL REPORT: Ms. Steuwer reported that IRC had a successful roll over and finished year end on time. Operations finished in black with very little room for extras. Purchase of Service ended in a deficit of approximately 3.4 million dollars. In the entire regional centers system, the POS budget projects a 14 million dollars surplus. IRC will hopefully receive additional POS funds. IRC has not yet received the new allocations for fiscal year 2018-19. Ms. Steuwer will have an expenditure plan for 2018-19 at the September Board Meeting.

EMPLOYEE RECOGNITION: Ms. Johnson announced the winners of the Employee Awards for the month of May. Mr. Blaine Anderson received the Hercules of the Month award. Mr. Anderson received a \$25 gift card, a certificate and the alternating Hercules statue. Ms. Charmaine Vital received the Positively Contagious award and received additional "Casual Day" pass for 4 days and a certificate. Congratulations to them both.

COMMITTEE:

1. **ANOTHER WAY:** Ms. Gonzales thanked the Board for all their support this fiscal year. For 2017-18, Another Way raised over \$300,000 and served 1,517 consumers. The Golf Tournament raised over \$200,000 and will net at least \$100,000. A final budget recap will be shared at the September Board Meeting.
2. **COMMUNITY ENGAGEMENT:** Mr. Cook submitted a written report.
3. **CONSUMER ADVISORY COMMITTEE:** Mr. Cook reported the CAC had a successful Back to the 80's formally known as Casino Night event. Over 600 guests attended and event netted approximately \$4,000. There was dancing, arcade games, 2 photo booths, face painting and everyone's favorite bingo.
4. **LEGISLATIVE REPORT:** Ms. Cummings prepared a report of all the current bills and will keep the Board updated as things progress.
5. **VENDOR ADVISORY COMMITTEE:** Ms. Remington submitted a detailed written report. During their last meeting, Mr. Vince Toms updated the committee on several issues. A summary of Mr. Toms' report can be found in her written report. The Membership Committee is recommending Velia Partida for the Vocational Programs Representative and are requesting extending Doug McKown, Specialist/Support Program Representative term for an additional year. The committee is also planning on presenting a recommendation for a level 4 representative at the September Board Meeting. The By-Laws Committee is working on update the VAC's current By-Laws. They are looking at including a mission statement, process for membership, responsibilities, etc. If anyone from the Board has any suggestions or recommendation, please send them to Ms. Remington. **2. Motion made to approve the committee's recommendation of Velia Partida as**

the Vocation Programs Representative and extend Doug McKown's term an additional year M/S/C Page/Stewart. Ms. Remington abstained from voting.

NEW BUSINESS:

1. **RATIFY WORKER'S COMP INSURANCE:** Ms. Steuwer stated the Executive Committee approved the Worker's Comp Insurance at their June meeting. Ms. Steuwer is asking the Board to ratify the Executive Committee's decision to accept the Worker's Comp insurance option. **3. Motion made to ratify the Executive Committee's decision M/S/C Remington/Page.**
2. **2018-19 DDS CONTRACT:** Ms. Stark stated that Mr. Keith Nelson, former Chair signed IRC's 2018-19 contract since it was before her term started. Ms. Stark is asking the Board to ratify Mr. Nelson's signature on the contract. **4. Motion made to ratify Keith signature on contract M/S/C Stewart/Page.**
3. **SHEELA STARK APPOINTMENT TO MASTER TRUST:** Mr. Beckett is requesting the Board replace Mr. Keith Nelson with Ms. Stark on the Master Trust Committee. **5. Motion to appoint Ms. Stark to the Master Trust Committee M/S/C/ Page/Stewart.**
4. **NEW BANK SIGNATORIES:** Ms. Steuwer stated that Ms. Denise Woolsey was never removed from the bank account as a signatory and as Bank Contracting Officer when she resigned from the Board. Mr. Keith Nelson also needs to be removed. Ms. Stark needs to be added as the new Chair and Ms. Stewart as the new Board Secretary and Bank Contracting Officer. Mr. Page was never added so he does not need to be removed as Secretary. Ms. Steuwer will also need to be added as a Bank Contracting Officer. Ms. Steuwer is requesting the following motion:
 - a. Removal of Keith Nelson: **6. Motion made to remove Keith Nelson as bank signatory M/S/C Page/Stewart.**
 - b. Add Ms. Stark: **7. Motion made to add Sheela Stark as a bank signatory M/S/C Remington/Page.**
 - c. Remove Ms. Denise Woolsey: **8. Motion made to remove Denise Woolsey as Board Secretary and Bank Contracting Officer M/S/C Page/Naranjo.**
 - d. Add Ms. Stewart: **9. Motion made to add Alva Stewart as Board Secretary and Bank Contracting Officer M/S/C Page/Remington.**
 - e. Add Ms. Steuwer: **10. Motion made to add Merissa Steuwer as Bank Contracting Officer M/S/C Page/Souder.**
 - f. Removal of Ms. Jean Johnson, DDS Deputy Director/Administration and replace her with Ms. Patti Mericantante, DDS Deputy Director/Administration as signatory: **11. Motion to remove Jean Johnson as signatory and add Patti Mericantante M/S/C Stewart/Narnaio.**
 - g. Mr. Nelson's Signature Plates: The bank has to process the new changes and IRC has payroll due August 6. Mr. Beckett is asking the Board to approve continual use of Mr. Nelson's signature plates until Ms. Starks are ready. Mr. Beckett is also requesting the Board authorize the Executive Committee the authority to approve Mr. Beckett contact Mr. Nelson in the event a wet signature is needed. **12. Motion to approve the use of Mr. Nelson's signature plates until Ms. Stark's are ready M/S/C Page/Naranjo; 13. Motion made to give the Executive Committee the authority to approve Mr. Beckett to contact Mr. Nelson if a wet signature is needed M/S/C Page/Souder.**

5. **CREATE NOMINATIONS AD-HOC COMMITTEE:** Ms. Stark announced the Board has a couple of vacancies and therefore need to create a Nominations Ad-Hoc Committee. The Committee will first work on updating the application. The following members volunteered to serve on the committee: Ms. Stark, Mr. Page, Mr. Souder and Ms. Stewart. **14. Motion made to create a Nominations Ad-Hoc Committee with Ms. Stark, Mr. Page, Mr. Souder and Ms. Stewart M/S/C Souder/Page.**

6. **BOARD DONATIONS FOR ANOTHER WAY:** Ms. Stark is requesting the Board's approval to use some of the Board's budget for consumer's board donations and event raffle prizes for Another Way. For example, the Board typically donates an item such as an iPad to the Another Way Golf Tournament. Instead of the Board Chair personally purchasing it, this item can be purchased through the Board's allocated budget. **15. Motion to approve consumer's board donations and event prizes for Another Way to be paid through the Board's budget allocation M/S/C Page/Stewart.** Ms. Stark stated she will be requesting a similar request to the Board in September for the CAC event prizes.

TRUSTEE INPUT:

Mr. Page shared as a newly appointed ARCA Representative, he had the opportunity to attend the ARCA Annual Meeting in June. It was an interesting experience and seen a different prospective for the regional center system. He is looking forward to serving in the capacity.

Ms. Stewart thanked Ms. Stark for accepting the position of Chair and told her she was doing a great job.

Mr. Naranjo shared he finished his spring semester and received one A and two Bs.

Ms. Stark adjourned the meeting at 7:04 p.m. to go into Executive Session. Executive Session was called to order at 7:29 p.m.

The Board reconvened at 7:52 p.m. The Board took action on benefits and salary issues.

Ms. Stark adjourned the meeting at 7:53 p.m.

Sincerely,



Alva Stewart
Board Secretary



Sheela Stark
Board Chair

MOTION FOR JULY 9, 2018 BOARD OF TRUSTEES MEETING:

- 1) Motion made to approve the minutes of the May 14, 2018 meeting as presented M/S/C Page/Remington.**
- 2. Motion made to approve the committee's recommendation of Velia Partida as the Vocation Programs Representative and extend Doug McKown's term an additional year M/S/C Page/Stewart.**
- 3. Motion made to ratify the Executive Committee's decision M/S/C Remington/Page.**
- 4. Motion made to ratify Keith signature on contract M/S/C Stewart/Page.**
- 5. Motion to appoint Ms. Stark to the Master Trust Committee M/S/C/ Page/Stewart.**
- 6. Motion made to remove Keith Nelson as bank signatory M/S/C Page/Stewart.**
- 7. Motion made to add Sheela Stark as a bank signatory M/S/C Remington/Page.**
- 8. Motion made to remove Denise Woolsey as Board Secretary and Bank Contracting Officer M/S/C Page/Naranjo.**
- 9. Motion made to add Alva Stewart as Board Secretary and Bank Contracting Officer M/S/C Page/Remington.**
- 10. Motion made to add Merissa Steuwer as Bank Contracting Officer M/S/C Page/Souder.**
- 11. Motion to remove Jean Johnson as signatory and add Patti Mericantante M/S/C Stewart/Narnajo.**
- 12. Motion to approve the use of Mr. Nelson's signature plates until Ms. Stark's are ready M/S/C Page/Naranjo.**
- 13. Motion made to give the Executive Committee the authority to approve Mr. Beckett to contact Mr. Keith Nelson if a wet signature is needed M/S/C Page/Souder.**
- 14. Motion made to create a Nominations Ad-Hoc Committee with Ms. Stark, Mr. Page, Mr. Souder and Ms. Stewart M/S/C Souder/Page.**