

MINUTES OF SEPTEMBER 9, 2019
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

BOARD PRESENT: Kiana Buffington; Carmen Estrada; Alicia Lara; Ted Leonard; Eric Naranjo; Cameron Page; Donita Remington; Rene Rojo; Elvia Sanders; Gizelle Siojo; Joshua Souder; Sheela Stark; Alva Stewart

MEMBERS ABSENT: None

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

RECORDING SECRETARY: Sandra Guzman

BOARD FACILIATORS: Marie Andrews; Mary Garza, Ashwin Gaur; Robyn Souder

STAFF PRESENT: Kurtis Franklin; Gabriel Ortiz

GUEST PRESENT: Greg Damewood, Parent; Alma Janssen, DDS; Shannon Meehan, SCDD; Emily Stillion, Parent

CALL TO ORDER: Ms. Stark called the meeting to order at 5:07 P.M.

MINUTES OF JULY 8, 2019 BOARD MEETING: 1) Motion made to approve the minutes of the July 8, 2019 meeting as presented M/S/C Rojo/Souder.

PUBLIC INPUT: Greg Damewood, parent of an individual who is a consumer of the regional center. Mr. Damewood extended an invitation to the Board to Recovery Happens at Fairmount Park on September 13, 2019 from 11:00 a.m. – 4:30 p.m. He also shared he was advised that facilities are not required to complete a Special Incident Report (SIR) if a consumer of a CCF Level 4i goes to the ER. He believes an ER visit merits an SIR. SIRs should be called in within 24 hours and he appreciates all the monitoring regional center does to keep everyone safe. He suggested the use of baby monitors and padding around furniture edges to prevent injuries while someone is having a seizure. Mr. Damewood provided a copy to the Vice Chair of IRC's Conflict of interest Policy because he thought he heard a son of a trustees was appointed to oversee financial trusts.

SELF DETERMINATION UPDATE: Mr. Meza submitted a written report. The Board questions: 1) If the Independent Facilitator can be the consumer's CSC? The CSC is available to provide advice and support during the process but cannot serve as the Independent Facilitator. Doing so would create additional workload for the CSC and they will not be compensated for it. 2) Is there a timeline for those initially selected to participate in the program? Everyone selected must attend an orientation first. IRC is holding these orientations for 25 attendees per class. Part of the difficulties is getting the selected participants to attend the orientation. The department has recognized that this is an issue and has discussed putting a drop-dead date to complete the orientation. Failure to attend may result in being drop from the program. A new draw of consumers to fill any vacancies will take place in October. Once participant attends the orientation, they will need to develop their budget, a person center plan and

spending plan. The spending plan will serve as the contract and how they will pursue the next 12 months. Most regional centers included IRC are not at this stage yet.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson reported the following: 1) As of August 26, 2019 IRC has 39,619 active cases. That is an increase of 413 cases since the last report. Managers continue to interview and hire to fill vacant and some growth positions. 2) IRC currently has 768 employees, 501 of those employees serve in some capacity as case managers. 3) On June 24, IRC received a letter from DDS indicating that IRC did not meet all the required staffing ratios. Also included in your packet is an IRC Growth Analysis prepared by Ben Cheng. 4) Thank you and congratulation to Don Meza, Marie Harris and all the member of the Blood Drive Committee for another successful drive held at IRC. 5) Congratulations to Maria Harkin and the entire HR team for a great Open Enrollment. 6) Thank you to Merissa Steuwer for working with Gallagher to obtain the best benefit rates for IRC's employees. 7) Congratulation to Theresa Charles from the Senior Unit for receiving the Hercules of the Month Award and to Jonathan Vasquez of the Riverside Adult East Unit for receiving the Positively Contagious Award.

DIRECTOR'S REPORT: No Questions

COMMITTEE REPORTS

- 1) **ANOTHER WAY:** Ms. Gonzales submitted a written report. The Board had no questions.
- 2) **CONSUMER ADVISORY COMMITTEE:** Mr. Nelson submitted a written report. The Board was given the opportunity to read report and had no questions.
- 3) **LEGISLATIVE COMMITTEE:** Ms. Cummings submitted a written report. The Board had no questions.
- 4) **VENDOR ADVISORY COMMITTEE:** Ms. Remington submitted a written report and highlighted the following: 1) The Vendor Fair held at IRC was well attended and everything went well. Vendors are looking forward to the upcoming Fall Festival. 2) Emergency preparedness. 3) Vendors thanked IRC and Vince Toms for answering valuable questions.
- 5) **MASTER TRUST COMMITTEE:** Ms. Miller submitted a written report. There were no questions from the Board.

OLD BUSINESS: None

NEW BUSINESS

- 1) **PURCHASE OF SERVICE GUIDELINES REVISION:** Mr. Toms reviewed the changes to 1.2.4(s) Policy on Procurement and Disbursement of Funds Relative to Resource Development, and General Operations for the Inland Regional Center. California Resource Development Plans (CRDP) language for Affordable Housing projects was added **2. Motion made to approve revisions M/S/C Rojo/Souder.**
- 2) **250,000 CONTRACTS:** Mr. Toms presented 5 contracts 4 the Board's approval. 4 non CPP 24/7 care supervision of adults with behavior and or medical needs homes and 1 non CPP specialized facility for clients with traumatic or acquired brain injuries. **3. Motion made to approve the 5 contracts presented M/S/C Rojo/Naranjo.**
- 3) **PERFORMANCE CONTRACT:** Mr. Toms presented the proposed 2020 Performance Contract Plan. Measures 19, 20 and 21 are new measures. The rest are the measures are pretty standard

and are created by DDS. The plan's timeline requirements was also discussed. **4. Motion made to approve IRC's 2020 Performance Contract Plan as presented M/S/W/ Stewart/Rojo.**

- 4) NOMINATIONS COMMITTEE RECOMMENDATIONS:** Ms. Stark is requesting the Board's approval to reappoint Ms. Elvia Sanders to a second term on the Board. **5. Motion made to reappoint Ms. Sanders to a second term M/S/C Rojo/Souder.**

TRUSTEE INPUT:

Mr. Naranjo announced he just started his fall semester and is one step closer to starting his teaching career.

Mr. Leonard announced he will be going back to the Special Olympics. He is currently looking for a basketball team to play on.

Ms. Stark adjourned the meeting at 5:48 p.m. to go into Executive Session. Executive Session was called to order at 6:01 p.m.

The Board reconvened 7:06 p.m. The Board took action on salary schedule and legal matters.

Ms. Stark adjourned the meeting at 7:08 p.m.

Sincerely,



Alva Stewart
Board Secretary



Sheela Stark
Board Chair

MOTIONS FOR THE SEPTEMBER 9, 2019 MEETING:

- 1. Motion made to approve the minutes of the July 8, 2019 meeting as presented M/S/C Rojo/Souder.**

Closed Session:

- 2. Motion made to approve revisions M/S/C Rojo/Souder.**

- 3. Motion made to approve the 5 contracts presented M/S/C Rojo/Naranjo.**

- 4. Motion made to approve IRC's 2020 Performance Contract Plan as presented M/S/W/ Stewart/Rojo.**

- 5. Motion made to reappoint Ms. Sanders to a second term M/S/C Rojo/Souder.**