

KERN REGIONAL CENTER
3200 N. Sillect Avenue • Bakersfield, CA 93308 • (661) 327-8531

Board of Directors Meeting
5:30 p.m. – 7:30 p.m.
KRC Malibu Conference Room
3300 N. Sillect Ave.
Bakersfield, CA 93308

AGENDA
February 4, 2014

I. CALL TO ORDER:

- A. Self Introduction:
- B. Approval of Agenda:
- C. Approval of Minutes of December 3, 2013 as Attachment I
- D. Public Comment: Limited to 5 minutes

II. ACTION AND DISCUSSION ITEMS – BOARD ACTIVITIES:

- A. ARCA Report –
- B. Review of Contracts – Finance Committee
 - o None

Checklists and contracts attached.
- C. Nominating Committee – Susan Lara
- D. Area Board 8 and 12 Presentation

III. ACTION AND DISCUSSION ITEMS – KRC ACTIVITIES:

- A. **Budget Update and Financial Report** – report on the budget situation for KRC and the State as pertains to the delivery of developmental services.
- B. **Performance Contract Presentation – Cherylle Mallinson**

IV. REPORTS: (Reports will be made only from groups that have met and/or have items to share)

- A. **President's Report**

- B. **Legislative Report**
- C. **People First of Kern County Report**
- D. **Area Board Reports**
- E. **Vendor Advisory Committee**
- F. **Executive Committee Report**
- G. **Foundation Report**
- H. **Foster Grandparent Progress Report**
- I. **Affordable Housing Committee (ASPIRE)**
- J. **Client Services Report**
- K. **KRC Staff Report**
- L. **Board Comments**
- M. **CEO Comments**

V. **MOTION TO GO INTO CLOSED SESSION:**

VI. **CLOSED SESSION:**

VII. **MOTION TO GO OUT OF CLOSED SESSION:**

VIII. **MOTION TO GO INTO OPEN SESSION:**

IX. **RESULTS OF CLOSED SESSION:**

X. **Adjournment**

X

Ashlee O'Brien, Interim KRC Board Secretary

KERN REGIONAL CENTER
Monthly Board of Directors Meeting



5:30 p.m. – 7:30 p.m. Board Meeting
Malibu Room
3300 N. Sillect Ave.
Bakersfield, CA 93308

Kern Regional Center
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MINUTES
December 3, 2013

PRESENT: Susan Lara, President
Steve Esselman, Vice President
Frank Meyer, Treasure
Matthew LaGrand
Iman Killebrew
Lorie Stewart
Carol Sackey

ABSENT: Veronica Quezada (excused), Emily Greenwood (excused), Ashlee O'Brien (excused), Quanah Mason (excused)

- I. CALL TO ORDER:** The meeting was called to order at approximately 5:37 p.m. by Susan Lara. It was determined that a quorum was present.
- A. Self Introductions:** Self-introductions were made around the table. In addition to Board members listed above, in attendance were David Marcus, Dale Davis, Jonathan Davis, Kathy Brian, Kate Mourton, Rhonda Glen, Grace Huerta, Tonia Sandoval and KRC Staff: Jon Gusman, Maria Solano, Duane Law, Susan Hernandez, Dana Hutchison, Tamara Harney, Able Fierro, Blanca Gamboa, Darlene Nuno, Juan Vieyra, Cindy Martinez and Yadira Camorlinga.
- B. Approval of Agenda:** M/s/c--- (Meyer/Killebrew) to approve the agenda with an addition to Item II. D. DDS Consumer Advisory Report. (7-0-0)
- C. Approval of Minutes of November 5, 2013 as Attachment I:** M/s/c--- (Killebrew/LaGrand) to approve the minutes with the following corrections: item I. D. Public comment: the last sentence should read "the minutes from committee meetings will be posted on the website soon". Item II. A. ARCA Report: the date should be "October 18th". Item IV. h) Foster Grandparent Progress Report: there was no report since Susan was not present in November. (7-0-0).

D. Public Comment: Susan Lara started off by commenting and asking everyone to be mindful of the time during public comment. She requested that everyone keep their public comment to 5 minutes if possible and reminded everyone that last month one and a half hours' were spent on public comment alone. She stated the Board would like to hear from all public comments and would like to ensure that those that would like to speak do so and with enough time. She also requested that those speaking during public comment be respectful of others and also that they do not use personal names of individuals during their discussion. She indicated that for concerns expressed that need more attention, a KRC staff member or herself would follow up as long as they provided their contact information on the Public Comment Form. Susan also commented that League of Dreams will be starting their Baseball season, registration is January 1st, Try-outs are February 22nd and late registration with a \$20 fee will be February 23rd. Opening day will be March 16th. She also mentioned that the 3rd Annual Brent Morel League of Dreams Gala is on Friday, January 24th, 2014. This event gives League of Dreams the opportunity to make the league free of cost. Juan Vieyra commented and thanked KRC Staff for their generosity. KRC staff raised \$1,076 in two weeks for Thanksgiving Gift Baskets and gift cards. These items were given to families or consumers served by KRC. A total of 57 meals were given out and gift cards of \$25 each. Juan commented that Cindy Martinez was the main coordinator for this event. Duane added that KRC staff do this every year for families or consumers served by KRC even during the years of cuts in pay and benefits. He thanked KRC staff for their generosity as well.

David Marcus commented on League of Dreams also, he stated that their Baseball season will begin with registration kicking off on January 1st 2014. He referred everyone to the League of Dreams website (www.leagueofdreams.com) for more information. Susan added that League of Dreams is free for consumers. They do fundraising to be able to provide this service for free and they help any child even those with severe disabilities. She encouraged everyone to register early and mentioned that over 160 children are in League of Dreams and over 190 individuals volunteer. Matthew LaGrand commented that he made contact with a blood relative who lives in Riverside County and whom he had not spoken to since his father passed away. He commented that she did not know where he was and now they have contact with each other. He stated he would be spending the holidays' with them. Tonia Sandoval asked if KRC can provide more information regarding League of Dreams. She indicated that she was not aware of this program and indicated that she knows consumers that can participate. Grace Huerta asked how families can stay informed on events and available programs. Discussions started regarding information sharing. Various suggestions were given. Dana Hutchison indicated that she would like to come and provide follow-up regarding this issue on a future date.

II. ACTION AND DISCUSSION ITEMS - BOARD ACTIVITIES:

A. ARCA Report - Duane Law reported that the committee has not met since the last Board meeting. They have their first meeting of 2014 on January 16th - 17th in Sacramento which he will be attending.

B. Review of Contracts - Finance Committee

- o None

Checklists and contracts attached.

- C. Board Policy Task Force** – Susan Lara reported that the committee met to review Board Policies C1 – C8. The committee reviewed policies C3, C4, C5, C6 and C7 and determine there were no changes need. They also reviewed C1, C2, and C8 and these were revised. A question was asked on how involved KRC gets when a client needs conservatorship. Duane explained KRC’s role in the conservatorship process. Another question was asked about whether KRC can do a POS of attorney’s for the family. Duane explained why KRC does not fund for these services. Yadira Camorlinga commented that there is an agency called “We the People” that assists in conservatorship and filling out all necessary paperwork. Another question was asked about if KRC would be able to help families. Susan Hernandez and Duane Law agreed to discuss and explore this. Susan Lara requested a motion to approve the revised policies and Lorie Stewart asked about the age limits on one of the policies. She indicated that during discussions, there were a couple of questions as to if that age was accurate. Discussions began regarding the age and what policy it was in. After discussion, it was determine that the age was not an issue. **M/s/c---** (Esselman/Killebrew) to approve the revised policies. (6-0-1) Lorie Stewart abstained from casting the vote and requested that further research is completed to ensure that the age listed is not inaccurate.

Duane thanked the Board for reviewing and revising all Board policies since they had not been reviewed in a few years and based on the Board By-laws, they are to be reviewed every two years.

- D. DDS Consumer Advisory Report** – Matthew LaGrand reported that he went to his first meeting in November. He stated that they meet on a quarterly basis and he was able to attend for the first time since being accepted into the committee.

III. ACTION AND DISCUSSION ITEMS - KRC ACTIVITIES:

- A. Budget Update and Financial Report** – Jon Gusman reported that since the last Board meeting, the State was billed \$11.67 million for October services. The current bank balance is \$11.94 million. In November of 2013, DDS released the purchase of service budget instructions for use in preparing the forecast for fiscal year 2014. KRC is in process of completing the forecast and should have an update on the financial condition by next morning. Also in November of 2013, DDS released the E-2 contract amendment. This amendment will allocate the Community Placement Plan (CPP) funding to regional centers. KRC will receive full funding for CPP operations and up to 25% for CPP purchase of service. The remaining CPP purchase of service funding will be allocated in a future contract amendment. For Fiscal Year 12-13 Statewide, the purchase of service deficit is down to around (\$35) million. KRC’s deficit remains at around (\$2.3) million. For Fiscal Year 11-12 there are enough funds remaining to pay any late bills.

- IV. **REPORTS:** (Reports will be made only from groups that have met and/or have items to share)
- a) President's Report - Susan Lara reported that there will be no Board meeting in January. She also reported that the Nominating Committee will be holding interviews for Board Candidates within December of the beginning of January. The Board also hopes to have training in January and that date will be announced soon. Susan also reported that KRC will be having a Family Forum in Ridgecrest next year and a couple more in Bakersfield. The dates will be announced soon. Also, KRC and OCRA (Office of Clients Rights and Advocacy), are in the process of discussing and scheduling a training or information sharing for NOI/NOPA and the Fair Hearing Process. That date and training itinerary is still in the development state and more information to follow. Last, for February's Board meeting, there will be a presentation from our Area Board representatives. Joe Bowling from Area Board 8 and Vicki Smith from Area Board 12 will be presenting on the role and responsibility of the State Council on Developmental Disabilities (SCDD) and the Area Boards. During March, we will have a vendor presentation by The Jasmine Nyree Education Center. A question was asked about how many Board vacancies there currently are on the Board and if the Board is looking for specific Hispanic representation. Susan Lara explained how many vacancies and what the Board composition should be as well as the laws that govern their composition.
 - b) Legislative Report - Duane Law had nothing to report.
 - c) People First of Kern County Report - Richard Rodriguez was not present to report.
 - d) Area Board Reports - Representative were not present to report.
 - e) Vendor Advisory Committee - Iman Killebrew reported that the Vendor Luncheon was a success and it was very well attended. The speaker was a motivation speaker and he spoke about self-empowerment, everyone was very pleased with the presentation. Iman also commented that she was happy and grateful that today's Board meeting was very productive and cordial. She also mentioned that the meeting was focused on conducting business and that is what this meeting is intended to do.
 - f) Executive Committee Report - Susan Lara reported that the committee met on November 26th. The Executive Committee has been receiving additional information and awareness regarding the KRC Defined Benefit Pension and the Money Purchase Plan for KRC employees. The Executive Committee reviewed the resumes for two of three ERISA Attorneys that KRC might engage with for further legal guidance and counsel. Interviews are still being done. Susan also reported that they briefly discussed the next steps regarding the bonus issue and change of legal counsel for parties involved. Information was shared, no actions taken at this time. They also had discussion regarding daily operations and processes within KRC. There were a variety of issues shared or introduced such as the interview process for new Human Resources staff, upcoming SEIU negotiations and personnel, Board of Directors issues, Business model discussions, and more. The meeting was mainly information sharing and no actions were taken by the committee at this time.
 - g) Foundation Report - Representative was not present.
 - h) Foster Grandparent Progress Report - Susan Hernandez reported that they will be having a holiday party next week at Hodel's. She also explained the Foster Grandparent program for those in attendance.

- i) Affordable Housing Committee (ASPIRE) – Grace Huerta had nothing to report. Duane explained that KRC has been working through overlaps and they are looking at business documents as well. Everything looks in place and KRC is going to proceed and look at next steps.
- j) Client Services Report – Susan Hernandez reported that KRC hired a bilingual floater to cover caseloads that are uncovered due to medical leaves. Susan also reported that they are still working at reducing caseloads.
- k) KRC Staff Report – Duane Law reported that KRC has conducted interviews for Human Resources Manager. He reported that the interview panel consisted of various representation of KRC departments and they met last week to round up and take the next steps in the process. Duane reported that he hopes to have someone in place by early 2014.
- l) Board Comments – Matthew LaGrand commented that he will be going to S. California to spend time with relatives over the holidays. He commented that he will leave December 23rd.
- m) CEO Comments – Duane Law commented that KRC had auditors here for 9 weeks and they have wrapped up their audit. The auditors will now take their findings to the department and then provide us with an outcome. Duane reported that the focus on the investigation is on historic practice at KRC not current. The report should also be posted on the DDS website. The audit process was smooth, auditors were professional and respectful. Duane also commented that KRC is going through a lot of technological upgrades and it has been very daunting for our three I.T. personnel Dana, Sheryl and Bryan. Duane gave a summary of all of the I.T. upgrades we have had and the ones to come also.

V. **Adjournment by 7:30 p.m.** There being no further business, **M/s/c---** (Meyer/Killebrew) to adjourn the regular meeting at 7:05 p.m. (7-0-0).

Ashlee O'Brien, Interim KRC Board Secretary

ACTION LOG

December 3, 2013

1. **M/s/c---** (Meyer/Killebrew) to approve the agenda with an addition to Item II. D. DDS Consumer Advisory Report. (7-0-0)
2. **M/s/c---** (Killebrew/LaGrand) to approve the minutes with the following corrections: item I. D. Public comment: the last sentence should read "the minutes from committee meetings will be posted on the website soon". Item II. A. ARCA Report: the date should be "October 18th". Item IV. h) Foster Grandparent Progress Report: there was no report since Susan was not present in November. (7-0-0).
3. **M/s/c---** (Esselman/Killebrew) to approve the revised policies. (6-0-1) Lorie Stewart abstained from casting the vote and requested that further research is completed to ensure that the age listed is not inaccurate.
4. **M/s/c---** (Meyer/Killebrew) to adjourn the regular meeting at 7:05 p.m. (7-0-0).