

TRI-COUNTIES REGIONAL CENTER
TCADD Board Meeting
DATE: October 6, 2012
MINUTES

TCADD President: Robyn Adkins **In Attendance:**, Michael Kaszycki, Marge Younce, Mani Gaur, Robyn Adkins, Rachel Huff, Donna Moore, Ryan Wilkinson, Robin Rosso, Tim Farrar, Michael Craig, Bob Cobbs, Meredith Catalini, Casey Hamlin, Omar Noorzad, Frank Bush, Lorna Owens, Dominic Namnath, Pat Forgey, Michael Nagel, Cathy Berry **Absent:** Shanti Nadiminti, Steven Kresco

ITEM	DISCUSSION	TASK	RESPON SIBLE PARTY DUE DATE
Call to Order, Ground Rules, Introduction	Meeting called to order at 10:03am, by Robyn Adkins, TCADD Board President. Introductions were made.		
Public Comment	No public comment was presented.		
Approval of Consent Calendar	After reviewing the TCADD Board minutes from September 2012, as well as the agenda for October 6, 2012 there was one addition to the Board agenda: Approval of the San Luis Obispo Office Lease. With that addition, a motion was made to approve the consent calendar. M/S/C		
Board Bylaws Review	The Board Bylaws review was postponed until the November Board meeting.		
Notice of Action TCADD Board Calendar 2013	The TCADD Board Calendar 2013 was presented as a Notice of Action item. The Board calendar will be an action item at the November Board meeting.		
Action Items <ul style="list-style-type: none"> • 2013 Performance Goals to DDS • Conflict of Interest Policy and Statement • Service Policies <ul style="list-style-type: none"> ○ Service Policy 6201 ○ Service Policy 10101 ○ Service Policy 10701 ○ Service Policy 11101 • Board Officer Vacancy 	<u>2013 Performance Goals to DDS</u> Pat Forgey, Director of Community and Organizational Development, presented the 2013 Performance Goals that TCRC has developed. A motion was made to approve the Performance Goals, and to submit them to the Department of Developmental Services. M/S/C <u>Conflict of Interest Policy and Statement</u> Mike Nagel, Director of Human Resources, offered a presentation about recent changes in the COI regulations for Board members and regional center staff. TCRC Attorney, Mike Monk, Musick, Peeler, Garrett, was also on hand to participate in the conversation. Following extensive discussion, a motion was made to approve the new Conflict of Interest Policy, as presented. M/S/C		

<p>Nominations</p> <ul style="list-style-type: none"> ○ Rachel Huff – TCADD Board Vice President ○ Mani Gaur – TCADD Board Secretary 	<p><u>Service Policies</u> Frank Bush, Director of Services and Supports, presented several service policies as Action Items.</p> <p>DDS has returned the following policies to TCRC for technical revisions.</p> <ul style="list-style-type: none"> • Policy 6201 - Prevention and Prenatal Diagnostic Services • Policy 10101 - Purchase of Supports and/or Services • Policy 10701 - Equipment and Supply Services • Policy 11101 -Transportation Supports and Services For School-age Children and Young Adults <p>Mr. Bush distributed red-lined versions of the policy changes to the Services and Supports committee members, who approved the modifications. SSC members requested that the policies be sent to the Board for final approval. A motion was made to accept, as presented. M/S/C</p> <p><u>Board Officer Vacancy Nominations</u> Robyn Adkins, TCADD Board President, addressed the vacancy that occurred when Shane Hanna, Board Vice-President, resigned in October. In accordance with the TCADD Bylaws, the Board Development Committee and Ms. Adkins asked Rachel Huff to assume the role of Vice President, and Mani Gaur to serve as TCADD Board Secretary. A motion was made to accept the vacancy nominations as presented. M/S/C</p>		
<p>Executive Director’s Report Omar Noorzad, PhD</p>	<p>Dr Omar Noorzad presented the Board with the Executive Director’s Report for October 2012. Dr Noorzad addressed the following subjects:</p> <ul style="list-style-type: none"> • <u>SB946 – Autism Insurance</u> – Very detailed updates have been presented to Board members for several months, regarding SB946 changes. TCRC has been involved in providing training sessions, posting FAQs on our website, sending letters to families, and other ongoing activities to help families to transition to this new procedure. Some insurance companies are reticent to implement these changes. TCRC service coordinators and other staff are providing individualized assistance to any families that need help in interfacing with the insurance companies. Dr Noorzad advised that there will be no disruption in services while families are going through the process, including the appeals that may be necessary. Frank Bush, Director of Services and Supports, added that ARCA and Area Board 9 have been very involved in addressing issues surrounding these changes. Mr Bush and Dr Noorzad asked Board members to contact their legislators, and the Department of Managed Health Care to express their concerns. 		

	<p>Dr Noorzad noted that there are some families who have not yet addressed the changes required by the new law. TCRC is working 1:1 with all of them to ensure that all TCRC families comply with the law.</p> <ul style="list-style-type: none"> • <u>Developmental Center Abuse</u> Two bills have been passed as a result of to recent revelations about abuse perpetrated against residents of California’s developmental centers. Dr Noorzad stated that the legislation requires local police intervention when reports are made to the Office of Protective Services at the developmental centers. 		
<p>San Luis Obispo Lease Lorna Owens, CFO</p>	<p>Approval of the San Luis Obispo Office lease was added to the agenda after the consent calendar was approved. The Board approved this item to be discussed during the Management Report.</p> <p>This topic was brought before the Board for approval due to recently approved Trailer Bill Language requiring the Board to approve contracts over \$250,000 in value. This lease renewal will exceed this amount.</p> <p>Lorna Owens presented a handout to the Board showing data on the current San Luis Obispo lease and proposed alternatives in the area. The data included square footage and costs per square foot. Four alternative offices were considered, however, none of these other offices were favorable in terms of size, layout or economics. TCRC staff have reviewed and analyzed the information and recommend remaining in the current San Luis Obispo office space for another 5 year term.</p> <p>Ms. Owens then presented a one page lease amendment to the master lease which was similar to what TCRC has signed in the past to renew this space. The master lease was originally signed in 1999.</p> <p>The Board Administrative Committee reviewed this information at its September meeting and recommended approval to the full Board.</p> <p>A motion was made to approve. M/S/C</p>		

Management Report
Lorna Owens, CFO

The POS budget (non-CPP) for FY 12/13 is \$177.3 million, per the first allocation (D-1) from DDS received in September. Beginning this year, DDS will not be allocating funding for payments made for persons residing in ICFs who attend day programs and receive transportation services. This funding will be paid directly to the ICFs who will reimburse regional centers for these costs, otherwise referred to as the ICF-State Plan Amendment (SPA) process. TCRC estimates these annual ICF-SPA reimbursements to be approximately \$6.4 million

Projected expenditures for the year are expected to be higher than FY 11/12 due to a 3% increase to partially restore the 4.25 % payment reduction, and caseload growth of approximately 2.5%. The preliminary projected expenditures are estimated between \$194.8 and \$196.6 million, resulting in an initial projected deficit of approximately \$17.4 to \$19.2 million without ICF-SPA funding and \$11.1 to \$12.9 million after ICF-SPA funding is received. Funding for CPP continuation costs for persons placed in FY 11/12, CPP deflection continuation costs, and growth are expected to be allocated in the second POS allocation in February or March of 2013.

The sufficiency of allocation report (SOAR) is due November 15, 2012. This report will provide a preliminary indication to DDS of the sufficiency or insufficiency of POS funding for FY 12/13. DDS will review this report and use the data as a basis for additional funding allocations.

TCRC's total contracted funding with DDS is currently \$201.5 million. With the additional \$6.4 million for ICF-SPA monies, the currently total funding is \$207.8 mil.

TCRC has expended \$28.9 million in non-CPP POS through August. This reflects about a 5.1% increase over FY 11/12 non-CPP POS expenditures for the same period. Approximately 3% of this increase is attributable to the restoration of the 3% payment reduction effective July 1, 2012.

For respite services, in comparing expenditures to last fiscal year, the new FMS regulations effective December 1, 2011 have to be considered and these expenditures are now mostly accounted for under a different expense category called Non-Medical Services Professional.

For FY 11/12, the POS budget (non-CPP) remains at \$182.3 million, per the last allocation (C-6) from DDS. Projected expenditures for the year, including late bills, are expected to be between \$185.0 and \$185.2 million, resulting in a projected deficit of approximately \$2.7 to \$2.9 million. For POS with CPP funding combined, the projected deficit ranges from \$2.4 to \$2.5 million. Through the end of September, TCRC has overspent its contracted amount by approximately \$843K. The funding to resolve this deficit is expected to be received in the fall of 2012.

	<p>Cost saving measures from prior fiscal years will continue to be implemented in Operations in FY 12/13. Further measures may be necessary depending on possible mid-year reductions. There is currently \$526K on reserve to make a year end contribution to PERS in June 2013.</p>		
<p>Strategic Planning Update</p>	<p>Robyn Adkins, TCADD Board President, distributed draft versions of the Strategic Performance Plan 2013 – 2015 Update, and a powerpoint presentation.</p> <p>Ms Adkins advised the Board that the outcome measures and targets for 2013 – 2015 were added to this version of the Strategic Plan. The final version of the plan will be presented to the TCADD Board for approval.</p> <p>Additionally, two focus areas have been added to this plan:</p> <ul style="list-style-type: none"> • Strategic – Family Support, Autism, Information/Communication • Operational – Performance Contract Measures, Fiscal Compliance Measures, Organizational Development <p>Because the TBL language is so extensive regarding compliance, the Committee felt it important to have staff connect to the Operational focus areas on a daily basis.</p> <p>Ms. Adkins stated that the Strategic outcome measures focus on supporting the people we serve and their families, especially during times of life transition, rather than just at age-specific transitions.</p> <p>TCRC will be responsive to the needs of individuals with autism, focusing on access to services, needs assessments, developing day and residential services, as well as post-educational opportunities. TCRC will research and formalize relationships with a post-secondary school in each community. TCRC will implement one program in each county, as well as to continue to develop these relationships for the future. Training events are planned each year of the plan.</p> <p>The Information / Communication component of the plan will focus on ensuring that our information is understandable to the audiences we are addressing. TCRC will define comprehension standards, and use those to create our standards, and will continue to remain responsive in our communication.</p> <p>The Operational measures include compliance with all DDS performance measures. TCRC will continue to focus on reducing our total number of residents in developmental centers, as much as feasible, with the understanding that there are some who have a forensic background, or are medically fragile and must</p>		

	<p>reside in an institutional setting. TCRC will increase the number of adults who are residing in home-like settings, as much as possible.</p> <p>Ensure timelines for intake are met.</p> <p>Fiscal compliance with DDS regarding all fiscal measures, including fiscal projections, budget activities, and all audits.</p> <p>Implement an employee performance model that reflects a person-centered management model.</p>		
ARCA Update Rachel Huff	<p>Art Bolton, known by many as the “Father of the Lanterman Act,” made a presentation at the most recent ARCA meeting. He has asked that Board members join him in working with legislators to ensure the health and well-being of California’s residents who have developmental disabilities. Rachel Huff will send additional information to Board members regarding a PAC that Art Bolton has started that individuals can contribute to if they’d like</p>		
Committee Meetings	<ul style="list-style-type: none"> • Vendor Advisory – Thursday, February 7, 2013 (M Catalini / J White, Co-Chairs) • Services and Supports – Tuesday, November 20, 2012 (M Kaszycki/B Cobbs, Co-Chairs) • Government and Community Relations – Thursday, November 8, 2012 (S Kresco, Chair) • Board Development – Tuesday, November 20, 2012 (M Gaur, Chair) • Administrative – Tuesday, November 20, 2012 (S Hanna, Chair) • People’s Advisory – Wednesday, November 21, 2012 (T Farrar / S Bremer, Co-Chairs) • Executive – Tuesday, November 20, 2012 (R Adkins, Chair) 		
Adjournment	<p>Meeting was adjourned at 7:49pm.</p>		

NEXT BOARD MEETING: Friday, November 2, 2012
NEXT BOARD RETREAT: Saturday, November 3, 2012
TCRC Annex – 505 E Montecito St – Santa Barbara