

TRI-COUNTIES REGIONAL CENTER

TCADD Board Meeting

DATE: May 5, 2012

MINUTES

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

ITEM	DISCUSSION	TASK	RESPONSIBLE PARTY DUE DATE
Call to Order, Ground Rules, Introduction	Meeting called to order at 9:07am, by Bob Cobbs, TCADD Board President. Introductions were made.		
Public Comment	<p>Kathy Reed, President of the Tri-Counties Community Housing Corporation Board of Directors, introduced Barbara Campbell, as a prospective Board member for the TCCHC. Ms. Reed spoke about Ms. Campbell's experience and qualifications, and asked that the TCADD Board of Directors support her nomination to the TCCHC Board of Directors.</p> <p>TCCHC bylaws require that nominees meet the TCADD Board of Directors, and receive approval from the TCADD Administrative Committee. The Administrative Committee will consider Ms. Campbell's nomination at their next meeting, May 15, 2012.</p>		
Approval of Consent Calendar	<p>TCADD Board members reviewed the minutes from the TCADD Board meeting of March 10, 2012, along with minutes from all committee meetings. There was one correction to the Board minutes in the Public Comment section. The corrected passage will read, as follows:</p> <p><i>Any person participating in the Medicaid Waiver Program is now required to have payment processed through this company [TMS] for respite, transportation, and day care services.</i></p> <p>With that correction, a motion was made to approve the minutes from the March Board meeting. M/S/C</p> <p>There was one correction to the agenda for Saturday, May 5, 2012. <i>Board Bylaws Review</i> was added. A motion was made to accept the agenda, including the Bylaws Review. M/S/C</p>		
Board Bylaws Review	Shane Hanna, TCADD Board member, read a portion of the TCADD Bylaws that outlines the duties of TCADD Board officers as part of the ongoing Board Bylaws Review.		

<p>Notice of Action Items</p> <p><u>Service Policies</u> <i>Service Policy 8101 - Coordination of Early Intervention</i> <i>Service Policy 8201 - Early Intervention Supports, Services and Programs</i></p> <p><u>TCADD Board Officers</u></p>	<ul style="list-style-type: none"> • <u>Service Policies</u> Frank Bush, Director of Services and Supports, introduced two policies that were reviewed and approved by the Services and Supports Committee. Each Board member received copies of the proposed changes to the policies for review earlier in the week. <ul style="list-style-type: none"> ○ Service Policies <ul style="list-style-type: none"> • <i>Service Policy 8101 - Coordination of Early Intervention</i> • <i>Service Policy 8201 - Early Intervention Supports, Services and Programs</i> <p>After discussion, Board members suggested a change to Service Policy 8201, regarding a statement about eligibility. Mr Bush will take the document back to the TCRC Managers' group, and work to revise the statement until it reflects the sentiments of the TCADD Board. The revisions will be presented to the TCADD members in June, 2012.</p> <ul style="list-style-type: none"> • <u>TCADD Board Officers</u> Bob Cobbs, TCADD Board President, introduced the slate of TCADD Board Officers that were approved by the Board Development Committee for FY 2012 / 2013. The nominations are as follows: <ul style="list-style-type: none"> ○ Robyn Adkins – TCADD Board President ○ Shane Hanna – TCADD Board Vice President ○ Rachel Huff – TCADD Board Secretary <p>The slate of officers will be presented as an Action Item at the Board meeting on June 2, 2012.</p>		
<p>New Business</p> <p><i>Kinetic Flow - Services and Supports Satisfaction Survey Results</i></p> <p><i>Strategic Plan Update</i></p>	<p><u>Kinetic Flow</u> Pat Forgey, Director of Services and Supports, introduced Amy Sullivan of Kinetic Flow. Ms. Sullivan presented an overview of the results of the recent survey to the TCADD Board members. Ms Sullivan explained that the Lanterman Act and DDS require regional centers to produce evidence that people with developmental disabilities and their families are supported by regional center services, that they are able to identify and achieve their personal goals, and that they live safely as active members of their communities.</p> <p>Once the survey information has been analyzed, each TCRC Manager receives data specific to his or her team. Staff meet with Kinetic Flow to review the data, identify strengths and weaknesses, and to develop a plan of improvement for the coming year. The agency uses survey results to guide the Strategic Planning process, to help make decisions about agency policy and procedures, and to determine what is most important to and important for the people we serve and their families.</p> <p>The 2011 Services and Supports Satisfaction Survey results revealed that the IPP process, along</p>		

	<p>with personal level of choice, access to information, and maintaining a desired comfort-level are the most important qualities sought by people we serve and their families. While these are consistently listed as important qualities, Kinetic Flow found that this year, people are also interested in having access to information and resources that will further empower them, and help them to live as independently as possible.</p> <p>Results show that although stakeholders acknowledge there have been changes that affect their services (budget cuts, TBL implementation), most respondents stated that the regional center is an important source and support, and is successful in meeting the families' expectations.</p> <p>TCRC Satisfaction Survey metrics were established in 2002. The 2011 survey revealed that, according to stakeholders, TCRC has made statistically significant improvements in all 34 areas as compared to the 2002 baseline figures, as well as compared to prior year, 2010. The agency and the Board were very pleased with the results of the satisfaction survey.</p> <p>The Kinetic Flow presentation is on file in the Executive Office.</p> <p><u>Strategic Planning Process</u> Robyn Adkins, TCADD Board Chair of the Strategic Planning SubCommittee, presented an overview of the Strategic Planning process for creating the 2012 – 2015 plan.</p> <p>Ms Adkins reviewed the timeline and process for developing the project and gathering stakeholder information, as well as how the information will be analyzed and used to develop outcome measures, what metrics will be used. The final plan will be presented to the Board in November for their final approval.</p>		
<p>Executive Director's Report Omar Noorzad, PhD</p>	<p>Dr Noorzad presented the Executive Director's Report to the TCADD Board for May 2012. The regional center system is awaiting the Governor's May Revise budget. Revenues are behind by a couple of billion dollars, but the effect will remain unknown until the May Revise.</p> <p>If the budget results in a deficit, then DDS will go to the legislature and request additional money for the regional centers. The regional center Executive Directors and ARCA continue to monitor the situation closely. TCRC is exploring several avenues to secure a line of credit, should it become necessary and the state is unable to pay the regional centers due to a delay in the passage of an on-time budget</p> <p>Dr Noorzad met with the VAC committee last week and strongly advised that providers take similar steps to secure their own line of credit, in the event that there is a delay in passing the state budget in July and TCRC is not able to secure a line of credit. The is the same</p>		

	<p>recommendation that Dr. Noorzad has provided to service providers in previous years.</p> <p>The complete Executive Director’s report may be viewed by visiting the TCRC website, Budget Watch page.</p>		
<p>Management Report Lorna Owens, CFO</p>	<p>Lorna Owens, CFO, distributed the TCRC Management Report for May 2012.</p> <p>The POS budget (non-CPP) for FY 11/12 was increased to \$178.9 million, per the third allocation (C-3) from DDS in mid-March. TCRC received an additional \$4.3 million as a “supplemental allocation” which was slightly offset by a decrease of \$88,977 for case transfers out of TCRC.</p> <p>Funding for CPP continuation costs for persons placed in FY 10/11 and CPP deflection continuation costs of \$1.9 million is still expected to be allocated.</p> <p>Projected POS expenditures for FY 11/12 per this month’s projection are expected to be between \$186.0 and \$187.2 million. Given the additional funding, the current projected deficit is approximately \$7.1 to \$8.2 million. This includes a projection for growth in existing programs and new programs of approximately \$1 million for the remainder of the year.</p> <p>The projection for this month changed over the prior month by approximately \$175,000 to \$435,000, due to decreasing expenditure trends and likely savings from Trailer Bill implementation. TCRC anticipates that DDS will provide additional POS funding in a future allocation to resolve the deficit. Approximately \$2.4 million additional is also expected from the First Five funds.</p> <p>For CPP POS, TCRC received \$609,905 for current year placements and deflections in the C-4 allocation. This is about \$795K less than what was requested in the CPP plan, however, additional CPP allocations for FY 11/12 are expected.</p> <p>TCRC has expended \$133.2 million in non-CPP POS through March for an average of \$14.8 million per month. This reflects about a 1.1% decrease over FY 10/11 non-CPP POS expenditures for the same period, however there are late billings outstanding.</p> <p>Cost saving measures from FY 10/11 are continuing in Operations in FY 11/12. OPS costs have recently increased due to hiring more service coordinators to fill vacancies, and also for growth in TCRC’s cases.</p>		

<p>ARCA Report Rachel Huff, TCADD Board Member and ARCA Delegate</p>	<p>Rachel Huff, ARCA Delegate, attended a recent ARCA meeting, and reported that she has accepted the role of Chair of the ARCA Delegates. This will allow Ms Huff to attend the ARCA Executive Committee, representing all regional center delegates, as well as TCRC. Ms Huff also noted that Legislative Committee hearings regarding the May Revise are pending. Dr Noorzad and Ms Huff will advise the Board if there are opportunities for presenting testimony.</p>		
<p>Committee Meetings</p>	<ul style="list-style-type: none"> • Vendor Advisory – Thursday, June 7, 2012(C Devlin / J White, Co-Chairs) • Services and Supports – Tuesday, June 19, 2012 (J Kahn/M Kaszycki, Co-Chairs) • Government and Community Relations – Thursday, June 14, 2012 (S Kresco, Chair) • Board Development – Tuesday, June 19, 2012 (R Rosso, Chair) • Administrative – Tuesday, June 19, 2012 (S Nadiminti, Chair) • People’s Advisory – Wednesday, June 20, 2012 (C Farrar / S Bremer, Co-Chairs) • Executive – Tuesday, June 19, 2012 (B Cobbs, Chair) 		
<p>Adjournment</p>	<p>Meeting was adjourned at 1:11pm.</p>		

NEXT BOARD MEETING: 10:00am, Saturday, June 2, 2012
TCRC – 2401 E Gonzales Rd – Suite 100 - Oxnard