

EXECUTIVE COMMITTEE

September 9, 2020

MINUTES

PRESENT

Dina Richman, Chair
Mark Higgins
Gloria Leiva
Louis Mitchell

NOT PRESENT

Elizabeth Beltran

GUEST

Larry DeBoer

STAFF

Melinda Sullivan
Pablo Ibanez

CALL TO ORDER

Ms. Richman called the meeting to order at 12:00 p.m. The meeting was held via Zoom.

APPROVAL OF MINUTES

Corrections to the minutes:

Page two – (Heading) Spelling error: “Continuity of Orizational Leasership Plan” s/b “Continuity of Organizational Leadership Plan”

The minutes of August 12, 2020 were approved by consensus with the above noted changes.

CONTRACT OVER \$250,000 – STEPHANIE YOUNG CONSULTANTS

Mr. Ibanez and Ms. Sullivan reviewed with the Committee the following contract in accordance with the Board approved policy for approval of contracts:

Year: 10/1/2020 – 9/30/2022

Amount of contract: Stephanie Young Consultants (Crisis Support Services) / \$65,990.00 a month not to exceed \$1,583,760.00 for a two-year period.

Crisis Support Services is used as a support service for all people associated with locked facilities and those with Special Incident Reports (SIRs) involving psychiatric hospitalizations, allegations of abuse involving family members, and other at-risk clients identified by staff. The outcome is to stabilize and support the individual so they can remain in the least restrictive setting.

Discussion focused on the value of the service, its dollar amount in relation the number of families being served by the program. It was noted that the RFP process is not required in the renewal of a contract. The Committee was in support of the contract renewal as presented.

Mr. Higgins recommended to the Board that it approved the renewal of the contract with Stephanie Young Consultants - Crisis Support Services as presented, Mr. Mitchell seconded the motion, and it passed unanimously.

COVID UPDATE

Ms. Sullivan reported that the Center remains closed to the public and staff continue to work remotely. As the Department of Developmental Services is working through an alternative service delivery model, it has been challenging implementing the directives as they change frequently.

BOARD OF DIRECTORS TRAINING PLAN

Ms. Sullivan advised the Committee that they could find a memo from DDS regarding the need for Centers to have a Board of Directors Training Plan. Regional Centers shall provide training and support to board members to facilitate their understanding and participation. Centers are required to submit a plan to DDS by 9/1/20 and submit an updated plan each December 15 thereafter. Plans will need to be posted on the website.

Ms. Sullivan presented a draft plan for input before going to the Board for review. Discussion followed. Ms. Sullivan will have a revised plan for the upcoming board meeting.

OCTOBER MEETING DATE

Ms. Sullivan advised the Committee that on the next scheduled meeting date (10/14/20) she will be on vacation. The Committee agreed to hold the date and will determine if a meeting is needed as it gets closer.

ADJOURNMENT FOR EXECUTIVE SESSION

Mr. Higgins moved to suspend the General Session meeting at 1:00 p.m. for Executive Session to conduct business on Approval of Minutes, Personnel, and Litigation. Mr. Mitchell seconded the motion, and it passed unanimously.

RECONVENE FOR GENERAL SESSION

The Committee conducted business in Executive Session on Approval of Minutes, Personnel and Litigation.

ADJOURNMENT

The meeting was adjourned at 1:05 p.m.

/fl