



Golden Gate Regional Center

Serving people with developmental disabilities since 1966

APPROVED AS SUBMITTED - FEBRUARY 17, 2009

BOARD of DIRECTORS
RECORD of MEETING
TUESDAY, JANUARY 20, 2009
6:30 PM

Golden Gate Regional Center
3130 La Selva Street
San Mateo, CA 94403

PRESIDING:	Laura Bliss	
DIRECTORS PRESENT:	Daisy Ambia Hal Belmont Kauai DeMarzo Alice Elliott James Engvall	Allan Farrar Sarah Hoffman Nancy Dow Moody Steve Sazegari John Weber
NOT PRESENT:	Yukari Baba	Alexandra Joulibert
STAFF:	Judy Leonard Felice Parisi, M.D. Gabriel Rogin	Lisa Rosene Jim Shorter
GUESTS:	Barry Benda Margery Farrar Paul Gayler Della Gremillion Mark Klein	Laurel Miranda Maria Pena Mele Sekona Rocio Smith

CALL TO ORDER

Ms. Bliss called the meeting to order at 6:30 p.m. Welcoming remarks and self-introductions followed.

CONSENT AGENDA

The agenda was amended to move action on the Transportation Policy to the February meeting. Hearing no objections, the amended agenda and the Record of Meeting of November 18, 2008, were approved.

PUBLIC COMMENT / ANNOUNCEMENTS

Ms. Farrar reported that over the past month, there were three incidents with her brother's transportation but all were systemic problems, not problems with R&D Transportation.

www.ggrc.org

875 Stevenson St., 6th Floor
San Francisco, CA 94103
(415) 546-9222

3130 La Selva St., Ste 202
San Mateo, CA 94403
(650) 574-9232

5725 Paradise Dr., Bldg. A Ste 100
Corte Madera, CA 94925
(415) 945-1600

DIRECTOR'S REPORT:

Mr. Shorter presented a power point review of his 2008 Annual Report for GGRC. Copies available upon request.

COMMITTEE REPORTS

Executive Committee/Chairperson's Report – Laura Bliss

Ms. Bliss noted that effective January 12, 2009, Ms. Rogers has officially resigned from the Board of Directors.

Ms. Bliss directed attention to Item C in the packet, a guideline of roles and responsibilities for the Board and staff. The guideline, approved by the Executive Committee, will be used in assigning responsibility, when necessary, on issues that arise at Board meetings.

Client Services Committee – Yukari Baba

In Ms. Baba's absence, Ms. Bliss reiterated that action on the Transportation Policy has been moved to the February meeting.

Finance Committee – Kauai DeMarzo

After four months of operation, GGRC year-to-date Operations expenditures are over budget by 2.17%. Based on past spending patterns, total expenditures will not exceed the current DDS Operations budget allocation.

After four months of operation, GGRC year-to-date total POS expenditures are over budget by 2% but it is too early in the fiscal year/DDS allocation cycle to determine if this trend will continue and result in a year-end deficit.

Ms. DeMarzo reported that the Governor's Budget has not been finalized; however, we are anticipating some sort of shortfall but we don't know how much or in what area(s).

GGRC's CPAs, Lautze and Lautze presented their audit report at the January Finance Committee meeting. (Item G in the packet.) Ms. DeMarzo noted that Mr. Sazegari has presented a list of questions to GGRC's CFO and the auditors; however, the questions do not preclude acceptance of the report.

M/C On behalf of the Finance Committee, Ms. DeMarzo recommended acceptance of the audit report for the year ended June 30, 2008.

Lastly, Ms. DeMarzo directed attention to Item F in the packet, a resolution required by Union Bank of California due to new federal regulations in response to recent events in the financial marketplace. This resolution does not change the manner in which GGRC does business. Mr. Sazegari noted that there is an element of risk involved. Brief discussion followed.

M/C On behalf of the Finance Committee, Ms. DeMarzo recommended approval of the following: "Therefore, be it resolved that at a meeting of the Golden Gate Regional Center Board of Directors on January 20, 2009, it was agreed by the Board to authorize the Executive Director and/or Chief of Administration and Finance, respectively, to enter into banking contracts and open related accounts with banking and investment institutions in order to ensure that regular financial business operations and transactions are conducted in a timely manner." (three abstentions)

Personnel and Bylaws Committee – John Weber

Mr. Weber announced that his committee will meet at 5 pm on Board meeting days. Committee members are reviewing the staff personnel manual and the Board's bylaws to identify problem areas.

Mr. Weber called for an action item on the February agenda, i.e., the expenditure of \$2000 to develop a training packet which would include a booklet, DVD(s) with brief commentary from the Board chairperson, the Executive Director and the committee chairs. The packet will contain a variety of information (bylaws, the Lanterman Act, current legislation, an overview of developmental disabilities and regional centers, board responsibilities, the recruitment process).

Ms. Ambia is developing three "exit" questions for members. A three-question survey will be sent to the membership regarding areas of interest for training purposes.

Reference the board interest card, Mr. Weber reported that the following have always been intended: 1) that the cards be available to new staff at orientation; 2) that the cards be available at the reception desk in each of our three offices; 3) that the cards be available to the membership of the Board; 4) that Jim and staff are to develop a distribution plan to include churches, schools, medical offices and professional organizations.

Consumer Advisory Committee – James Engvall

Mr. Engvall reported that he and Elizabeth Grigsby, GGRC Consumer Rights Advocate, attended training for disaster preparedness.

Service Provider Advisory Committee – Nancy Dow Moody

This committee met on January 13. The budget was a major topic of discussion, including possible cost-saving measures such as changing the requirement for client:staff ratios; extending the timeline for Early Start assessments; not filling vacant positions at GGRC; parents paying for programs that parents of nondisabled children pay (summer camp); duplication of licensing and monitoring services. A legislative forum was discussed for late February or early March.

Housing: West Bay Housing Corporation (WBHC) is still working on purchasing two homes from California Autism Foundation (one in Marin and one in San Francisco).

ARCA REPORT – Laura Bliss


Ms. Bliss and Mr. Shorter will be attending the ARCA meeting this Friday in Sacramento. Ms. Bliss will forward a draft report from the ARCA Housing Specialist, Lisa Jackson.

ADJOURNMENT

The meeting adjourned to Executive Session to discuss a personnel issue. The next scheduled meeting of the Board of Directors will be held Tuesday, February 17, 6:30 pm in our San Francisco office at 875 Stevenson Street, Sixth Floor.

Respectfully submitted,


Judy K. Leonard
Executive Assistant


for: Alexandra Joulibert, Secretary
Board of Directors