

The Arc of Amador & Calaveras
Board Meeting Minutes
February 24, 2020

The meeting was held at our Calaveras Campus in San Andreas.

BOARD:

Dawn Burcio
Forrest Schwabe
Josef Bisagno
Marilyn Sibillia
Jacquelyn Fletcher
Suzette Ariza
Grant Reynolds
Lynn Thompson

ABSENT:

Graciela Hurtado
Anna Newman

MANAGERS:

Karyn Gregorius
Lurali Moore
Ericka Beltran

Meeting called to order by Grant R. at 5:30PM.

Motion to review and approve the agenda made by Dawn B., and seconded by Lynn T. Passed unanimously.

Motion to review and approve January 27, 2020 Board Meeting Minutes made by Dawn B., and seconded by Lynn T. Passed unanimously.

Managers Reports:

Calaveras: Ericka shared with the board that there are a lot of new consumers at the Calaveras Day Program. With new consumers come new ideas for classes and field trips, how exciting! The Calaveras team is doing really well and working very well together and becoming a stronger team every day. There were no questions in regards to Ericka's report.

Supported Living Services: There were no questions in regards to Jamie's report.

Supported Employment Services: Karyn explained that we are having some payment issues with the Department of Rehabilitation; some invoices are over six months old. We were informed that it is a seven step process to get paid and due to employees taking leave, our payments are at all different levels of the seven steps. Karyn has talked with Valley Mountain Regional Center and there is a meeting in place to figure out how to get this resolved. Although this is an issue at the moment, we are not turning down any referrals as we are working on getting this problem resolved. There were no questions in regards to Ileshia's report.

Amador: There were no questions in regards to Kim's report.

Director of Operations: There were no questions in regards to Lurali's report.

Board Resolution: Per the Leadership and Development Succession Plan, a Board Officer shall be authorized to sign and execute contracts and agreements for The Arc of Amador & Calaveras, in the event that the Executive Director cannot perform their duties. Motion to approve the Board Resolution giving authorization to the Board President (Grant Reynolds) made by Forrest S., and seconded by Dawn B. Passed unanimously.

Cultural Competency & Diversity Plan: The Board discussed and reviewed the Cultural Competency and Diversity Plan. Motion to approve the Cultural Competency & Diversity Plan made by Jacquelyn F., and seconded by Suzette A. Passed unanimously.

Risk Management Plan: The purpose of this plan is to identify items that could be a risk to operations. Risk Management Plan and 2019 Summary of Risk Management actions was reviewed by the Board. Motion to approve the Risk Management Plan made by Lynn T., and seconded by Dawn B. Passed unanimously.

Treasurers Report: Our new rates took effect in January resulting in higher Regional Center Revenue. There were no severe deviations this month. Our organization overall is staying in the positive. Motion to approve January financials (subject to audit) made by Dawn B., and seconded by Lynn T. Passed unanimously.

Investment Report: Our investment account went down a bit last month.

Old Business: A final walkthrough was done at our leased Jackson office, but we have not received our deposit refund. Karyn has reached out to the property management and was informed that they are short of funds. The landlord has been given until March 15th to return the deposit monies.

Committee Reports: Nothing to report.

New Business: No new business to report.

Upcoming Events: PUSH 2020 – June 9th, 2020.

Public Comment: No public comment.

Motion to adjourn the meeting at 5:55PM made by Dawn B., and seconded by Lynn T. Passed unanimously.