

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
September 27, 2012

Present: Yolanda Bosch, Craig Girard, Jenean Glover, Eric Leh, and Katie Mead – Committee Members
Diane Ambrose, Liliana Windover, Michele Marra, Kim Rolfes, and George Stevens – Staff Members

Absent: Sharoll Jackson

I. Call to Order

The meeting was called to order by Yolanda Bosch, president, at 7:10 p.m.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

Copies of the revised agenda and additional handouts were provided to the committee. Approval of the MOU with Harbor Regional Center was added to the agenda.

M/S/C (C. Girard/K. Mead) To approve the revised agenda as modified.

B. Approval of Minutes from August 29th Meeting

M/S/C (E. Leh/C. Girard) To approve the minutes as presented.

IV. Committee Business

A. FY 2011-12 Executive Committee Action Log - *Deferred*

B. Annual Whistleblower Compliance Report – *Deferred*

C. Finalize Agenda for the October 10th Board Meeting

1. Identify a discussion topic: No discussion
2. Approval of Contract with National Support Services
3. Approval of Health Care Resolution

The committee finalized the agenda for the next board meeting which will be held at Desert Haven in Lancaster.

D. Board Expenditure Report FY 2012-13

Kim provided a summary of the approved Board of Trustees Budget for FY 2012-13. The summary included the following information:

1. FY 2013 Budget: \$55,950.00
2. Year to Date Expenses: \$3,293.49
3. Remaining Budget: \$52,656.51

Yolanda was concerned about all the printing materials we produce for meetings. George indicated that the center is researching the possibility of developing a board member portal where they can have access to all the information needed for board and committee meetings. George clarified that this type of expense comes out of our administrative budget; it doesn't come out of the board's budget.

E. Approval of MOU with Harbor Regional Center

As explained at the Administrative Affairs meeting, on September 12, 2012, Kim presented to the Board a first amendment to the Memorandum of Understanding (MOU) between NLACRC and Harbor Regional Center to increase an existing funding amount from \$400,000 to \$500,000. The MOU, as amended, is for the development of one Specialized Residential Facility to serve consumers exiting the Lanterman Developmental Center. Following the Board of Trustees' approval of the First Amendment to the MOU, NLACRC determined that the contract described as first amendment is in fact the only MOU in existence and that the MOU has never been amended. Therefore, Kim prepared the revised contract summary which identifies the MOU as a new MOU rather than a first amendment and clarifies that the MOU is a \$500,000 contract. The Administrative Affairs Committee recommended that the Executive Committee approve the MOU as described on the Revised Contract Summary.

M/S/C (K. Mead/C. Girard) To approve the MOU with Harbor Regional Center on behalf of the Board of Trustees.

V. Center Operations

A. Conflict of Interest Forms

George received a phone call from Sharon Hagerty at the Department of Developmental Services (DDS) requesting copies of the Conflict of Interest forms that were signed by our board members for this fiscal year. Copies were sent to Sharon via electronic mail. She confirmed receipt of these forms.

B. Community Placement Plan (CPP)

1. CPP Reports

George stated that we provide a monthly summary report regarding CPP placements, plans, and barriers to the Consumer Services Committee (CSC). For more information about the center's CPP please refer to the minutes of the CSC or contact Diane Ambrose directly.

2. CPP Operations

A discussion with Terri Delgadillo, director of DDS, came about how much money DDS gave us in terms of operations and not meeting our placement goals. Kim provided an overview of how we spent the operations CPP funds for FY 2011-12. The center received two types of allocations, one for outgoing CPP activities and the second one for the Lanterman Developmental Closure.

The total operations budget spent for the first allocation was \$815,341 with a remaining balance of \$323,836. The reason for the remaining balance is because the director of the community services department left the center to accept a new position and returned to work only part-time so the center was not able to charge all her salary to the budget. The same situation happened with the consultants' positions. Unfortunately, these funds are restricted for these positions only.

The second CPP operations allocation is for the purpose of closing out the Lanterman Developmental Center (LDC). George indicated that DDS provided us with positions that the center does not need such as health care specialist, housing specialist, research development specialist, and dental health coordinator. These were not positions we asked for and because they are considered temporary employment positions, when this funding goes away, the position also goes away which make it really difficult to recruit staff for these types of positions. Unfortunately, the remaining funds for both allocations had to be reverted back to the state. This is the reason for the significant portion of the remaining budget for these allocations.

George stated that Terri Delgadillo was updated about this situation, but the center was informed that this is how DDS implemented the closure for Agnews Developmental Center and they tried to implement the same process for LDC.

3. Letter from Area Board 10 regarding LDC Clients' Transition

John Schmidt, analyst to the director at DDS, asked Area Board 10 to write a letter regarding some of the barriers they have encountered moving individuals out of LDC. Area Board 10 provided DDS a lot of issues involving some regional centers; however they never talked to us to give us the opportunity to verify these issues.

Action: Kim had a meeting to address the issues in the letter from Area Board 10, and it was agreed during this meeting that the center will write a letter to DDS to clarify some of the incorrect information and another letter to Area Board 10 asking them that in the future that they work with us before sending a letter of this nature to give us the opportunity to address any issues.

4. CPP Adult Day Care Facility

George reported that a CPP adult day care facility was requested by the Fire Marshalls to install a hardwire alarm system at a cost of approximately \$150,000. This cost will represent a financial hardship to this provider and in the worst case scenario if the provider cannot afford this system, we may lose this program. This is a barrier that nobody could anticipate. We are working very closely with this provider to find a resolution.

5. Request for a Health & Safety Exemption

George reported that we have asked for a health and safety exemption for four consumers out of LDC who are residing with one of our providers. This provider presented their program design and they significantly underestimated their financial cost, consequently they have been losing a lot of money every month. Kim had a conference call with DDS and informed them that we need an answer by the end of the month so we can take the proper action because this provider cannot continue providing services. This provider has made so much progress with all four consumers and if they close this facility, we may be forced to place these

consumers back into the developmental centers until we find proper placements.

Action: Yolanda asked Kim to keep the Executive Committee posted about DDS's final decision in this matter so we can take the proper action.

C. Trigger Impact

Yolanda will be contacting Terri Delgadillo requesting information regarding her contingency plan if the trigger does not happen and how we should work with DDS in case the trigger does not pass.

D. Candidates Forum & Voter Registration/Education Day

George indicated that the Candidates' Forum and Voter Registration/Education Day has been scheduled on Tuesday, October 16th, from 7:00 to 8:30 p.m., at Sam's Café at New Horizons. The following candidates have confirmed their participation: Richard Alarcon, Bob Blumenfield, Gilbert Gonzales, Fran Pavley, Ron Smith, and Jay Stern.

George wants to make sure that we provide information to these candidates regarding the services we provide and also to make sure that we have some commitment from these candidates regarding the resources to serve individuals with developmental disabilities and to support our providers. George stated that this is a good opportunity to build bridges. In addition, no open mic will be allowed during this forum. Michele will be providing an overview and update at the next board meeting.

VI. Association of Regional center Agencies (ARCA) Report

- A. ARCA will have its retreat meetings on October 18 & 19, 2012, in San Diego. George stated that the main topic for discussion will be the development of a strategic plan, ARCA's role, and what we expect out of ARCA as a system.

Action: George recommended that one of the discussion points for the board meetings should be follow-up discussions from the ARCA meetings. Consequently, the discussion point for the November board meeting will be ARCA Retreat meetings on October 18 & 19, 2012.

VII. Announcements / Information Items

- A. Yolanda asked the committee members to please complete evaluation forms after the meeting and submit them to her with any comments.
- B. Yolanda announced that she will not be able to attend the board meeting on October 10, 2012; Eric Leh will chair this meeting on her behalf.
- C. Next Meeting: Wednesday, October 24th, at 7:15 p.m.

VIII. Adjournment

Yolanda adjourned the meeting at 8:15 p.m.

Submitted by,

Liliana Windover

Liliana Windover
Executive Administrative Assistant

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