

North Los Angeles County Regional Center  
**Executive Committee Meeting Minutes**  
September 24, 2013

**Present:** Yolanda Bosch, Craig Girard, Jenean Glover, Eric Leh, and Meredith Rimmer –  
Committee Members  
Jessica Gould – Board Member  
Diane Ambrose, Jennifer Kaiser, Michele Marra, Kim Rolfes, and George Stevens  
– Staff Members

**Absent:** Sharoll Jackson

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**I. Call to Order**

Eric Leh, president, called the meeting to order at 7:07 p.m.

**II. Public Input** -- There was no public input.

**III. Consent Items**

**A. Approval of Revised Agenda**

Item IV.H. was deleted and new items IV.H. and IV.I. were added to the agenda.

**M/S/C** (Y. Bosch/C. Girard) To approve the agenda as modified.

**B. Approval of Minutes from August 28<sup>th</sup> Meeting**

The minutes were approved as presented.

**IV. Committee Business**

**A. Annual Report on Whistleblower Compliance Activity – *Deferred***

**B. Finalize Agenda for the October 9<sup>th</sup> Board Meeting**

The committee finalized the agenda for the October 9<sup>th</sup> board meeting.

**C. Ad Hoc Bylaws Committee Meeting**

It is time for the Ad Hoc Bylaws Committee to reconvene to review the bylaws to make sure they are up to date.

**Action:** Jennifer will work with Eric to set up a date for a meeting of the Ad Hoc Bylaws Committee.

**\* D. Approval of Letter Opposing SB 555 (Correa)**

This bill would require regional centers to communicate with consumers and families in their native language and the bill is on the governor's desk. This bill would be very expensive for regional centers to implement as information would have to be translated into so many different languages. ARCA is asking the 21 regional centers to contact the governor's office and urge him to veto this bill. The Government & Community Relations Committee is recommending that the Executive Committee approve the center's veto letter, on behalf of the board.

**M/S/C** (Y. Bosch/J. Glover) To approve Eric Leh to sign the letter to Governor Brown urging him to veto SB 555 (Correa) on behalf of the Board of Trustees.

**D. Board Budget**

Per the board's approval, the board's budget for this fiscal year has been increased to \$74,750.00 to accommodate the robust board retreat, 2 candidates' forums, and the 2 George Braddock trainings.

**E. US Bank Securities**

Federal law requires that U.S. Bank enter into a written agreement with its customers regarding confirmation of securities transactions that the bank executes upon its customers' directions. This can be done in 2 ways: 1) using the account statements; or 2) by receiving written securities transaction confirmations.

**M/S/C** (Y. Bosch/M. Rimmer) To approve Eric Leh signing the US Bank Securities notice that the center's account statements will serve as proof of confirmation of securities transactions.

**F. Input on Qualifications for the new DDS Director**

At the last board meeting, the following action was taken:

As the governor will be appointing a new director for the Department of Developmental Services (DDS), due to Terri Delgadillo's pending retirement, the board recommended that the Executive Committee draft a letter, for the board's approval, to the secretary of the Department of Health and Human Services respectfully submitting policy issues and the leadership and collaboration that will

be required by the new director to address them. The letter will be copied to the governor.

George will be drafting this letter for the next board meeting and asked for the Executive Committee's input.

- Strengthen partnership
- Communication
- Be forthcoming
- We're a team; we want to work together
- Transparency
- Honest conversation
- Process improvement (efficiency/accuracy)
- What we've learned from past experiences (but framed in a positive way)
- The entitlement as a whole – what consumers and families expect of regional centers

**Action:** George will draft a letter, using the Executive Committee's input, to the secretary of the Department of Health and Human Services (copying the governor) and present it at the October 9<sup>th</sup> board meeting for the board's review and approval.

#### **H. Discussion regarding Slate of Officers for FY 2014-15**

At the last board meeting, board members were asked to complete "Interest in Serving as a Board Officer" forms. Copies of the completed forms were shared with the Executive Committee.

**Action:** The Nominating Committee will review the completed officer interest forms at their next meeting, on January 7<sup>th</sup>, and will prepare a proposed slate of officers for the January 8<sup>th</sup> board meeting.

#### **I. Approval of Letter to DDS re: E-2 Allocation**

The Administrative Affairs Committee is recommending that the Executive Committee approve the letter to Terri Delgadillo, director of DDS, regarding the center's need to receive its E-2 allocation.

**M/S/C** (Y. Bosch/J. Glover) To approve the letter to Terri Delgadillo, regarding the center's need to receive it's E-2 allocation, on behalf of the Board of Trustees.

**V. Center Operations**

George asked Diane to share a recent situation that occurred at the center's Antelope Valley office. Diane explained that the members of one of the units at the AV office signed a letter to Joan Daniels, director of consumer services, and copied her on that letter. The letter cited many concerns, but all were rather vague. Diane decided to meet with each individual who signed the letter to find out what the real concerns were. Diane shared the outcome of her meetings with the Executive Committee. The center's Leadership Group had already put a plan into effect where each of them would have a presence on a regular basis at the AV office.

**VI. Announcements / Information Items**

**A. Complete Meeting Evaluations**

Eric asked the committee members to please complete evaluation forms after the meeting and submit them to him with any comments.

**B. Board Retreat Planning Meeting: Immediately Following**

**C. Next Meeting: Wednesday, October 30<sup>th</sup>, at 7:15 p.m.**

**VII. Adjournment**

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

Submitted by,

*Jennifer Kaiser*

Jennifer Kaiser  
Executive Assistant

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