

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
March 26, 2014

Present: Jenean Glover, Eric Leh, and Debra Newman – Committee Members
Dan Becerra (via conference call) and Jessica Gould – Board Member
Kristina Newman – Guest
Diane Ambrose, Jennifer Kaiser, Michele Marra, Kim Rolfes, and George Stevens
– Staff Members

Absent: Craig Girard and Meredith Rimmer

I. Call to Order

Eric Leh, president, called the meeting to order at 7:22 p.m.

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

III. Consent Items

A. Approval of Revised Agenda

Copies of the revised agenda were provided. Items IV.F. and IV.G. were added to the agenda.

M/S/C (J. Glover/D. Newman) To approve the revised agenda as modified.

B. Approval of Minutes from February 26th Meeting

IV. Committee Business

A. Annual Board Retreat: May 16 & 17, 2014 (Burbank Marriott)

The board approved hiring Visions, Inc. to provide the training on cultural competence at the board retreat. The training will be held Saturday morning and afternoon. What would the committee like to do after dinner on Friday night?

Action: For the Friday night portion of the board retreat, the committee would like to have each person introduce themselves and then hold a panel with the 4 outgoing board members so they can give their insights and answer any questions.

Action: Jennifer will arrange for assigned seating so that each table is represented by new board member, current board members, and staff.

B. Vacation Buy-Back

George would like the committee's consent to offer staff vacation buy-back at the end of the fiscal year. The buy-back accomplishes 2 things: it reduces the center's financial liability and also provides staff with additional income, which is a great morale booster. The committee agreed with George's recommendation.

C. Executive Session Notes

The center's policy statement for the board secretary lists the duties of that position, which includes "Maintain a log or record of actions taken in executive session and transfer this record to his/her successor." Unfortunately, this process has not worked very well. And we are not currently in possession of the log that included the discussion about our salary and union negotiations that took place last year. Our new plan is to have Jennifer keep the log book at her desk and she can provide it to the secretary when executive sessions are held and then collect it afterwards for safe keeping.

Action: The Executive Committee will discuss last year's salary negotiations, in executive session, and re-approve them so that action can be documented in the log.

Action: The Secretary's policy statement will be modified to reflect this change.

D. Board Budget vs. Expenses

Copies of the board's budget and expenses year-to-date were provided; the board has utilized 54.68% of its budget for this fiscal year.

E. Finalize Agenda for the April 9th Board Meeting

The committee finalized the agenda for next month's board meeting.

F. 6th Annual Autism Walk (Antelope Valley)

Fliers for this event were provided to the Executive Committee. George asked them if they felt comfortable with the center advertising this event. The committee was agreeable to this.

G. Approval of DDS Letter

A draft letter to Santi Rogers, new director of DDS, regarding the center's budget situation was presented to the Administrative Affairs Committee. They would like the Executive Committee to take action on behalf of the board to have Eric sign the letter and then send it to DDS.

M/S/C J. Glover/D. Newman) To authorize Eric to sign the letter to DDS regarding the center's budget situation, on behalf of the Board of Trustees.

V. **Center Operations**

A. ARCA's Revised Position on the Governor's Proposed Budget for FY 2014-15

Copies of ARCA's updated policy statement on the proposed state budget were provided. ARCA sent a copy of their policy statement to Senator Ellen Corbett, chair of the Senate Budget & Fiscal Review Committee, and in their cover letter, they made the following statements:

1. They want to ensure financial barriers associated with the use of health insurance do not interfere with access to needed supports.
2. They want regional centers to be required to fund copayments and coinsurance for services included in the IPP or IFSP, regardless of family income.
3. They want regional centers to also be required to cover deductibles in cases of extreme hardship.

NLACRC has been in agreement with these points all along. The budget hearings begin tomorrow.

M/S/C (D. Newman/J. Glover) To support ARCA's updated policy statement on the Governor's proposed state budget. The policy statement will be posted on the center's website. In addition, staff will prepare letters to legislators supporting the policy statement, which Eric will sign.

B. Union Update

George and other directors at the center recently met with the union representatives, at their request. Their issues were:

1. The climate of the Antelope Valley office.

2. Safety concerns.
3. Recent situations of staff abuse by clients or family members.
4. Consistency among the 3 regional center offices.
5. Targeted Case Management.
6. The changing roles of support staff.
7. Workload issues.

C. Staff Service Awards Ceremony

We can no longer accommodate this annual event at the center as we don't have a meeting room large enough. The next ceremony, which will take place in June, will be held at the Angeles National Golf Club.

D. Senator Fran Pavley Letter

Senator Pavley also sent a letter to Senator Ellen Corbett with her priority funding areas for developmental services, which were:

1. The restoration of Early Start programs.
2. Increase provider rates and regional center operations.
3. Restore funding to supported employment.

Action: Jennifer will forward copies of Senator Pavley's letter to the Board.

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. Next Meeting: Wednesday, April 30th, at 7:15 p.m.

VII. Executive Session

A. Legal Report

The legal report was addressed by the Administrative Affairs Committee.

B. Review Summary Report of Executive Director's Evaluation – *Deferred*

VIII. Adjournment

Eric adjourned the meeting at 8:32 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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