Information for the

Board of Trustees Meeting

April 8, 2015
(Van Nuys)

packet #1 – mailed
North Los Angeles County Regional Center

Board Packet # 1

Contents

1. **Purple:**
   Board Calendars (page 1)

2. **Green:**
   Agenda & Minutes (page 4)

3. **Blue:**
   Committee Action Items (page 12)

4. **Orange:**
   Consumer Services Committee (page 18)

5. **Yellow:**
   Executive Committee (page 43)

6. **Pink:**
   Government & Community Relations (page 51)

7. **Blue:**
   Attendance Sheets & Meeting Evaluation (page 71)
Board Calendars
# NLACRC Board of Trustees Calendar

**Fiscal Year 2014-15**

<table>
<thead>
<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>9:30 am: Nominating Committee Vendor Advisory Committee Applicant Interviews</td>
<td>9:30 am: Vendor Advisory Committee breakout groups meet</td>
<td>Good Friday</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:00 pm: Consumer Advisory Committee</td>
<td>5:00 pm: Board Packet Review 6:00 pm: Board Dinner 6:30 pm: Board Meeting (San Fernando Valley Office)</td>
<td>6:00-10:00 am: NLACRC's 30th Legislative Breakfast 11:00 am ARCA Consumer Advisory Committee meeting (Sacramento)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8</td>
<td>9</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>5:00 pm: Consumer Services 7:00 pm: Government/Community Relations</td>
<td>10:00 am: ARCA Grass Roots Day (Sacramento)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>11</td>
<td>12</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>14</td>
<td>15</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>15</td>
<td>16</td>
<td>17</td>
</tr>
<tr>
<td></td>
<td>19</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>23</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td></td>
<td>25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td>26</td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td></td>
<td>27</td>
<td>28</td>
<td>29</td>
<td>30</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>28</td>
<td>29</td>
<td>30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>29</td>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td>Mon</td>
<td>Tue</td>
<td>Wed</td>
<td>Thu</td>
<td>Fri</td>
<td>Sat</td>
</tr>
<tr>
<td>-----</td>
<td>-----------</td>
<td>-----</td>
<td>----------------------------</td>
<td>-----</td>
<td>-----</td>
<td>---------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>4</td>
<td>Cinco de Mayo</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2:00 pm: Consumer Advisory Committee</td>
<td>6:30 pm: Strategic Planning</td>
<td>6:00 pm: Nominating Committee</td>
<td>6:30 pm: Vendor Advisory Committee</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td></td>
<td>10</td>
<td>Mothers Day</td>
<td>11</td>
<td>12</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>12:00 pm: Housing Committee</td>
<td>13:00 pm: Self-Determination Program Informational Meeting (Santa Clarita Office)</td>
<td>5:00 pm: Board Dinner</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>14</td>
</tr>
<tr>
<td>17</td>
<td></td>
<td>18</td>
<td>10:00 am: Antelope Valley Vendor For</td>
<td>19</td>
<td>20</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>rum Forum</td>
<td></td>
<td>5:00 pm: Consumer Services</td>
<td>First Day of Summer</td>
</tr>
<tr>
<td>24</td>
<td></td>
<td>25</td>
<td>Memorial Day (NLACRC closed)</td>
<td>26</td>
<td>27</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>6:00 pm: Self-Determination Program Informational Meeting (San Fernando Valley Office)</td>
<td>6:00 pm: Administrative Affairs</td>
<td>5:00 pm: Executive Committee</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>29</td>
</tr>
<tr>
<td>31</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>30</td>
<td></td>
</tr>
</tbody>
</table>

**NLACRC Board of Trustees Calendar**

**Fiscal Year 2014-15**

<table>
<thead>
<tr>
<th><em>May 2015</em></th>
</tr>
</thead>
</table>

- **3 May**: Strategic Planning Committee
- **4 May**: Cinco de Mayo, 2:00 pm: Consumer Advisory Committee, 6:00 pm: Self-Determination Program Informational Meeting (Santa Clarita Office)
- **5 May**: 6:30 pm: Nominating Committee (Consumer Advisory Committee Applicant Interviews)
- **6 May**: Vendor Advisory Committee (full meeting)
- **7 May**: Housing Committee
- **8 May**: 10:00 am-2:00 pm: Annual Board Retreat (Angeles National Golf Club)
- **10 May**: Mothers Day
- **11 May**: 12:00 pm: Housing Committee
- **12 May**: 5:00 pm: Board Packet Review, 6:00 pm: Board Dinner, 9:00 pm: Board Meeting (San Fernando Valley Office)
- **13 May**: 5:00 pm: Board Dinner
- **14 May**: First Day of Summer
- **15 May**: 10:00 am: Antelope Valley Vendor Forum
- **16 May**: 6:00 pm: Consumer Services, 7:00 pm: Government/Community Relations
- **17 May**: 6:00 pm: Administrative Affairs, 7:00 pm: Executive Committee
- **18 May**: 5:00 pm: Executive Committee

**References**: 2013 Calendar, 2014 Calendar, Reference Calendar
Agenda & Minutes
North Los Angeles County Regional Center
15400 Sherman Way, Van Nuys, California 91406

Board of Trustees Meeting
Wednesday, April 8, 2015
6:30 p.m.

~ AGENDA ~

1. Call to Order & Introductions
   Jenean Glover
   Board President

2. Public Input & Comments (3 minutes)

3. Consent Items (Packet #1, page 4)
   A. Approval of Agenda
   B. Approval of March 11th Board Meeting Minutes

4. Committee Action Items (Packet #1, page 12)
   A. Executive Committee (Jenean Glover)
      1. Approval of Changes to Request for Proposals (RFP) Policy

5. Presentation of POS Expenditure Data

6. Director's Report
   George Stevens
   Executive Director

7. Association of Regional Center Agencies
   Craig Girard
   ARCA Delegate
   A. Report on March 19th & 20th Meetings
   B. Next Meetings: June 18th & 19th (San Leandro)

8. Administrative Affairs Committee
   Dan Becerra
   Treasurer
   A. Minutes of the March 25th Meeting
   C. 3rd Quarter Human Resources Report

9. Consumer Advisory Committee
   Juan Hernandez
   Chair
   A. Minutes of the April 7th Meeting
   B. CAC Chair for FY 2015-16
   C. Updated Event Calendar

10. Consumer Services Committee (Packet #1, page 18)
    Tavia Wooley
    Chair
    A. Minutes of March 18th Meeting
    B. Self-Determination Program Update
    C. Presentation of Residential & Supported Living
    - Out-of-Community or Out-of-State Travel Guidelines
11. Executive Committee (Packet #1, page 43) Jenean Glover
   A. Minutes of March 25th Meeting
   B. Proposed Change to Secretary Policy Statement
   C. Action Taken to Approve Contract with Tender Touch Home Care

12. Government & Community Relations (Packet #1, page 51) Tavia Wooley
   A. Minutes of March 18th Meeting
   B. Legislative Update
   C. NLACRC Grass Roots Week: March 30th – April 3rd
   D. ARCA Grass Roots Day: Wednesday, April 15th (Sacramento)
   E. Town Hall Meetings: Million Letter Campaign
   F. Special Olympics Update

13. Housing Committee – No Report Tavia Wooley

14. Nominating Committee Dawn Hamilton
   A. Minutes of April 1st Meeting
   B. Status of Recruitment

15. Post-Retirement Medical Trust Committee – No Report Jenean Glover

16. Strategic Planning Committee - No Report William Rayber

17. Vendor Advisory Committee Jenni Moran
   A. Minutes of April 2nd Meeting
   B. VAC Chair for FY 2015-16

18. Old Business / New Business (Packet #1, page 71) Dawn Hamilton
   A. Attendance Sheets
   B. Complete Meeting Evaluations
   C. Visitation Reports

19. Announcements / Information / Public Input
   A. Next Board Meeting: Wednesday, May 13th, at 6:30 p.m. (Van Nuys)

20. Adjournment
The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting at North Los Angeles County Regional Center, 15400 Sherman Way, Suite 170, Van Nuys, California, on March 11, 2015.

<table>
<thead>
<tr>
<th>Trustees Present</th>
<th>Trustees Absent</th>
<th>Staff Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Becerra</td>
<td>Juan Hernandez</td>
<td>Diane Ambrose</td>
</tr>
<tr>
<td>Dorothy Daniels</td>
<td>Angela White</td>
<td>Jennifer Kaiser</td>
</tr>
<tr>
<td>Craig Girard</td>
<td></td>
<td>Kim Rolfes</td>
</tr>
<tr>
<td>Jenean Glover</td>
<td></td>
<td>George Stevens</td>
</tr>
<tr>
<td>Jessica Gould</td>
<td></td>
<td>Anna Whitlock</td>
</tr>
<tr>
<td>Dawn Hamilton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Duane Joslin</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Myriam Jovel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jenni Moran</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debra Newman</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lou Paparozzi</td>
<td></td>
<td></td>
</tr>
<tr>
<td>William Rayber</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sean Stalbaum</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tavia Wooley</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. **Call to Order & Introductions**

Jenean called the meeting to order at 6:30 p.m. and introductions were made.

2. **Public Input & Comments** – There was no public input.

3. **Consent Items**

   A. **Approval of Revised Agenda** *(Packet #2, page 27)*

      Item 5.B.1. Approval of the Board Resolution to accept the center’s tax return was moved to immediately follow Item 4., the tax return presentation.

      **M/S/C** (D. Joslin/W. Rayber) To approve the revised agenda as amended.

   B. **Approval of February 11th Board Meeting Minutes** *(Packet #1, page 7)*

      **M/S/C** (D. Joslin/D. Becerra) To approve the minutes as presented.
4. **Presentation of NLACRC’s IRS Form 990** (Roger Bulosan, Lautze & Lautze)

The center files 3 different tax returns: the federal 990, the state 199, and the state attorney general RRF-1. Copies of the completed forms were handed out to the board and Mr. Bulosan reviewed the forms with them.

**M/S/C** (J. Moran/D. Becerra) To accept the center’s completed tax returns as presented.

5. **Committee Action Items** *(Packet #2, page 30)*

A. **Ad Hoc Bylaws Committee** (Jenean Glover)

* 1. **Approval of Bylaws Changes**

**M/S/C** (D. Joslin/C. Girard) By a show of hands, the proposed bylaws changes were approved unanimously by the 14 board members present.

B. **Administrative Affairs Committee** (Dan Becerra)

* 1. **Board Resolution for Year 2013 Tax Returns**

(See item 4. above.)

* 2. **Approval of Contract: Avenues**

**M/S/C** (D. Joslin/J. Gould; Abstention: J. Moran) To approve the contract with Avenues as presented.

* 3. **Approval of Contract: Pathpoint**

**M/S/C** (D. Joslin/S. Stalbaum; Abstention: J. Moran) To approve the contract with Pathpoint as presented.

* 4. **Approval of Contract: Road to Independence, Inc.**

**M/S/C** (D. Joslin/J. Gould; Abstention: J. Moran) To approve the contract with Road to Independence as presented.
* 5. Approval of Contract: Explore Freedom Services, Inc.


C. Consumer Services Committee (Tavia Wooley)

* 1. Approval of Employment First Policy

M/S/C (C. Girard/J. Gould) To approve the center’s Employment First policy as presented.

D. Government & Community Relations Committee (Tavia Wooley)

* 1. Approval of Thank You Letters to Legislators

M/S/C (C. Girard/D. Becerra) To approve the thank you letter, as presented, that will be sent to legislators who support the proposed 10% increase to regional center operations and purchase of service budgets in the FY 2015-16 state budget.

6. Director’s Report (Packet #2, page 75)

George addressed the following areas in his report: allocation methodology; state budget for FY 2015-16; legislation; regional center operations; and community activities. Copies of the director’s report were included in the meeting packet along with the center’s monthly quality assurance, consumer statistics, and special incident reports. Also included with his report was the agenda for the March 12th meeting of the Senate Budget Subcommittee #3; several issues on that agenda are not those in the Governor’s proposed budget, but of are interest to the committee.

7. Association of Regional Center Agencies

A. Next Meetings: March 19th & 20th (Sacramento)

8. Administrative Affairs Committee (Packet #2, page 109)

A. Minutes of the February 28th Meeting

The minutes were included in the packet; please see Dan with any questions.
B. Financial Report

The center’s operations budget is $38,428,260 with no projected surplus or deficit. The purchase of service (POS) budget is $290,252,813 with a projected deficit of $19,949,148. The Family Resource Center budget is $115,413, bringing the total of this fiscal year’s budget to $328,796,486.

9. Consumer Advisory Committee (Packet #2, page 125)

A. Minutes of the March 3rd Meeting
B. Updated Event Calendar

The minutes and calendar were included in the packet; please see Juan with any questions.

10. Consumer Services Committee - No Report

11. Executive Committee (Packet #2, page 135)

A. Minutes of February 25th Meeting

The minutes were included in the packet; please see Jenean with any questions.

B. Submission of Completed Executive Director’s Evaluation Forms

Jenean thanked everyone for submitting their completed evaluation forms by tonight’s deadline.

C. Annual Board Retreat

The retreat will be held Saturday, May 9th, from 10:00 a.m. to 2:00 p.m., at the Angeles National Golf Club in Sunland. There will be a “meet and greet” between the current and new incoming board members over brunch. Afterwards the group will revisit the center’s mission, vision, and values statement.

D. Annual Board Dinner

The dinner will be held Saturday, June 6th, at 6:00 p.m. at the Hyatt Hotel in Valencia. Formal invitations will be sent out in early May.

E. Presentation of Changes to Request for Proposals (RFP) Policy
The board’s RFP policy is being updated to reflect new language in the DDS/NLACRC contract which states we must include “equity and diversity” in our RFP selection process. In addition, we would also like to incorporate our community services department’s new resource development plan into the policy. Copies of the current policy and the draft revised policy were included in the meeting packet; please review and provide any input to Jennifer prior to the next Executive Committee meeting.

F. **Action Taken to Approve Transportation Services Contract**

The committee took action, on behalf of the Board of Trustees, to authorize George Stevens to enter into a contract with a transportation provider for the Antelope Valley, if the situation arose that required this immediate action.

G. **Action Taken to Cancel April 10th Legislative Breakfast / Town Hall Meetings**

The committee took action, on behalf of the Board of Trustees, to cancel this year’s legislative breakfast. However, Tavia announced that in the alternative, we are planning to hold 3 town hall meetings, one in each valley, that will be facilitated by board members. We want to initiate a letter-writing campaign to the Governor to get him to include the 10% increase for regional centers and providers in the revision of the state budget that will be released in May - so we’re going to need to work fast. Our goal is 1 million letters to the Governor! We need to get everyone involved in this effort, including consumers, family members, neighbors, and friends! We want to get media attention as well. Tavia reported that the details will be worked out at next week’s Government & Community Relations Committee meeting. More to come!!

12. **Government & Community Relations** - *No Report*

13. **Housing Committee** - *No Report*

14. **Nominating Committee** *(Packet #2, page 148)*

A. **Minutes of March 2nd and 3rd Meetings**

The minutes were included in the packet; please see Dawn with any questions.

B. **Status of Recruitment**

The committee will be recommending the nomination of 7 new board members at the May board meeting, which will result in all 22 positions filled. Interviews
with Vendor Advisory Committee applicants will be held in April and interviews with Consumer Advisory Committee applicants will be held in May.

15. **Post-Retirement Medical Trust** *(Packet #2, page 153)*
   
   A. **Minutes of January 29th Meeting**
   
   The minutes were included in the packet; please see Jenean with any questions.

16. **Strategic Planning Committee** - *No Report*

17. **Vendor Advisory Committee** – *No Report*

18. **Old Business / New Business** *(Packet #1, page 22)*
   
   A. **Attendance Sheets**
   
   Board and board committee attendance sheets are always included in the meeting packet. Board members cannot miss more than 3 consecutive meetings or 5 meetings in a 12-month period.
   
   B. **Complete Meeting Evaluations**
   
   Jenean asked the board members to please complete evaluation forms after the meeting and submit them to her with any comments.
   
   C. **Visitation Reports**
   
   Jenni reported that she met with Senator Sharon Runner to discuss the 10% increase need for regional center and service provider budgets and the elimination of the annual family program fee.

19. **Announcements / Information / Public Input**
   
   A. **Next Board Meeting:** Wednesday, April 8th, at 6:30 p.m. (Van Nuys)
   
   B. **Parking:** The landlord of this office building is going to begin charging for after-hours parking. A kiosk located in the lobby area will need to be used to purchase a ticket to exit the parking lot. If you get your parking validated by the center’s receptionist, you will need to run that validation through the kiosk to obtain your exit ticket.
Action: The Executive Committee will consider providing board members with parking access cards.

C. Fair Labor Standards Act: Gay Wane provided copies of a letter written to Senator Dianne Feinstein by New Horizons, on behalf of many other service providers, on the importance of not allowing the passage of any bill that would allow the elimination of Section 14c of the Fair Labor Standards Act. If eliminated, it would have a significant effect on lower functioning consumers. In addition, if it were eliminated, there is nothing that would replace it. This would not only mean job losses for these consumers, but also self-worth.

20. Executive Session

A. Labor Contract Negotiations

M/S/C (D. Joslin/D. Becerra) To go into executive session at 8:15 p.m.

21. Adjournment

Jenean adjourned the meeting at 8:30 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

for:

Debra Newman
Board Secretary

[bdmin.mar11.2015]
Committee Action Items
North Los Angeles County Regional Center  
Board of Trustees

Request for Proposals ("RFP") Policy

I. Purpose:

The North Los Angeles County Regional Center ("Center") strives to provide a comprehensive network of services to meet the current and emerging needs of the consumers it serves. As such, a formal policy is required to procure new services and supports that are person centered, of high quality, innovative, cost effective, outcome driven, and comply with statute as well as applicable regulations. This Request for Proposal ("RFP") policy is designed to meet all of the aforementioned and to ensure that current and potential service providers have an open and clear process to vie for the Center's RFP's.

II. Rationale (or other description):

The Center’s contract with the Department of Developmental Services ("DDS") requires that the Center institute a Board approved policy specifying the circumstances under which the regional center will issue RFPs to address service and support needs and to post such Board approved policy on the Center’s website. Further, the Center is contractually required to establish in its policy the applicable dollar thresholds for requiring the utilization of the RFP process; the RFP notification process; and, how submitted proposals will be evaluated and the applicant selected. Additionally, the Center is statutorily required under WIC, Section 4648.1 to require that all such RFP's prepared by the Center for services and supports include a section on issues of equity and diversity.

In that the Center has a need for transparency on processes relating to vendorization and contracting, a Board approved policy is needed to ensure consistency and fair practice. Furthermore, under WIC, Section 4648 (e), when necessary to expand the availability of needed services of good quality the regional center may take actions that include but are not limited to the following:

A. Soliciting an individual or agency by request for proposals or other means to provide needed services or supports not presently available.

B. Requesting funds from the program development fund pursuant to WIC, Section 4677 or Community Placement Plan funds designated from the funds to reimburse the start-up cost needed to initiate a new program of services and supports.

C. Using creative and innovative service delivery models including but not limited to natural supports.
III. Policy:

A. The Center may issue RFPs, as needed, during the fiscal year to address a service or supports need for consumers served in the Center’s catchment area.

B. The Center will utilize the RFP process for all Community Placement Plan (“CPP”) projects provided with start-up funds regardless of the dollar amount.

C. The Center will utilize the RFP process for any non-CPP project that provides for start-up funding regardless of the dollar amount.

D. The Center will utilize the RFP process for any other service that requires an RFP process as required by statute or regulation, such as the competitive procurement process for transportation services pursuant to CCR, Title 17, sections 58530 through 58534.

E. The Center will utilize the RFP process to develop resources that have been identified as a priority need regardless of any available start-up funds.

IV. RFP Notification Process:

A. The Center will give public notice of its intent to issue a RFP by posting such RFP on the Center’s website and/or newspaper of general circulation in the area for which service is to be provided.

B. The Center will give notice to all vendors/service providers via the E-billing system notifying them when RFPs have been posted.

C. The Center will use a subscription link on its website to notify interested service providers, individuals, entities, or the general public of newly posted RFP(s).

D. The Center’s RFP notification will include the following information:
   1. RFP Announcement
   2. Proposal Writing Guidelines
   3. Place, date, and time of applicant’s conference, if scheduled
   4. Deadline for RFP submissions to the Center

E. The Center will offer an orientation to interested service providers and other applicants, after the RFP notification, in order to answer questions and further clarify the project(s), as applicable depending upon the nature of services.

V. Contents of RFP

[policy.bd.RFP] Revised 2/25/2015
A. The RFP will be prefaced by information on the Center’s website providing the following:
   1. Services provided by the regional center
   2. Consumers to be served or consumer population to be served

B. The RFP will include format and submission requirements including:
   1. Standard format in which the RFPs shall be submitted
   2. Instructions on how and where to submit RFPs
   3. Deadline for submission of RFPs
   4. Place, date, and time of applicant’s conference
   5. DS 1890 (7/3011), Vendor Application Form
   6. DS 1891 (7/2011), Vendor Ownership Disclosure Statement

C. The RFP will include the scope of services needed.

D. The RFP will include the resources and technical expertise required.

E. The RFP shall include a section on issues of equity and diversity pursuant to WIC, Section 4648.11, including
   1. A statement outlining the applicant’s plan to serve diverse populations, including, but not limited to culturally and linguistically diverse populations.
   2. Examples of the applicant’s commitment to addressing the needs of those diverse populations.
   3. Any additional information that the applicant deems relevant to issues of equity and diversity.

F. The RFP will include any specific specifications or requirements including:
   1. Any applicable requirements for performance bonds or letters of credit
   2. Liability insurance requirements
   3. Conditions under which subcontracting may be allowed
   4. Basis for payment
   5. A sample contract

G. The RFP will include the evaluation criteria for use by the Center’s RFP Evaluation Committee, including:
   1. Submitted by stated deadline
   2. Applicant has followed writing guidelines and submitted all applicable documents
3. Applicant has demonstrated evidence of fiscal responsibility
4. Applicant has proposed services and rate structure in accordance with maximum rates available as indicated in the posted RFP
5. Cost-effectiveness of service that meet all applicable quality of service standards
6. Applicant meets all licensure, certification, education and experience requirements required for applicable service
7. Applicants proposal provides a summary of qualifications including background and experience providing quality services to both the population of consumers identified in each RFP and for each type of service
8. Depending on the type of service, applicant’s proposal may include a service description or executive summary of program design
9. Evidence that the applicant understands the needs of the individuals to be served and the issues involved in providing quality services
10. Evidence that applicant has an understanding of “best practices” and has incorporated them into the proposal or executive summary of program design
11. Applicants outcomes are realistically attainable and can be expected to produce desired outcomes and a higher quality of life for consumers receiving the service
12. The applicant’s philosophy and values are consistent with the Center’s mission, values, and operating principles.

VI. RFP Evaluation and Selection Process:

A. All RFPs will be reviewed by the Center’s RFP Evaluation Committee. Supplemental information may be requested from service providers and/or applicants and service providers and/or applicants may be asked to participate in an interview with the Center’s RFP Evaluation Committee.

B. The Center has the right to reject any RFP that is incomplete, false, misleading, or deviates from the specifications provided in the RFP.

C. The Center has the right, at its sole discretion, to reject any or all proposals and to cancel the RFP process, at any time during the process. In the event the Center cancels the RFP process, the Center reserves the right to re-post the RFP.

D. The Center will provide written notice to the service provider or applicant selected by the Center

E. The Center will provide written notice to all service providers or applicants who were not selected or rejected by the Center.

F. For applicants not selected for a given RFP, the Center shall provide a written notice of deferral to applicants (applying for non-CPP projects) regarding an open period
of resource development where their revised proposal may be considered for
development should it meet title 17 requirements.

G. The Center shall provide a written notice of non-selection for all applicants who submit proposals for CPP and competitive procurement process RFPs.
Consumer Services Committee
North Los Angeles County Regional Center
Consumer Services Committee Meeting Minutes
March 18, 2015

Present: Dorothy Daniels, Myriam Jovel, Debra Newman, Sean Stalbaum, Angela White, and Tavia Wooley – Committee Members
Jessica Gould – Board Member
Michelle Heid – Vendor Advisory Committee Representative
Richard Dier and Cheryl Hendrickson - Guests
Diane Ambrose, Maria Bosch, Joan Daniels, Susana Gil, Jennifer Kaiser, and George Stevens – Staff Members

Absent: Lou Paparozzi

I. Call to Order & Introductions

Tavia Wooley, chair, called the meeting to order at 6:07 p.m. Introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

M/S/C (S. Stalbaum/D. Daniels) To approve the agenda as presented.

B. Approval of Minutes of January 21st Meeting

M/S/C (S. Stalbaum/D. Daniels) To approve the minutes as presented.

IV. Committee Business

A. Self-Determination Program Update

The center will be holding 3 community meetings, 1 in each valley, to provide information about the self-determination program and to answer any questions. The locations have not been finalized, but the dates will be Tuesday, April 28th, Tuesday, May 5th, and Tuesday, May 26th.

1. Process Steps: Copies of the center’s process steps were provided and are also posted on the center’s website. The steps will be updated as they are taken.
2. **Local Volunteer Advisory Committee**: Copies of the center’s application for membership on the volunteer advisory committee were provided and are also posted on the center’s website. The applications are due by the end of March. The local State Council office (formerly Area Board 10) has selected their 5 members and we have selected 2 so far, and with the client rights advocate, that makes 8 of 11 members, so we still need to find 3 more. We specifically need representation from the Santa Clarita and Antelope Valleys, as most of the other members are from the San Fernando Valley. We are also reaching out to our ethnic parent groups as we want to make sure we have diversity on our committee. A sub-group was established to review the applications, hold interviews, and make a recommendation back to this committee. Myriam, Lou, and Sean volunteered to serve on this sub-group. They will need to conduct their business so they are able to present their 3 recommended candidates at the April 15th Consumer Services Committee meeting.

**Action**: Jennifer will come up with some possible meeting dates for the sub-group that occur after March 30th (the application deadline) and prior to April 15th (the next Consumer Services Committee meeting) so they can interview candidates.

3. **Should the advisory group begin meeting before all members are selected?**

Richard Dier raised this question at the last Executive Committee meeting and it was referred to this committee for a response. Richard stated that he was selected by the State Council’s local office to serve on the advisory group and he is anxious to get started; there is a lot of work to do. However, the committee members felt that all members should be selected prior to their first meeting and George agreed.

B. **Residential & Supported Living Out-of-Community/Out-of-State Travel Guidelines**

Both of the drafted guidelines were provided to the committee. No changes were suggested since they were presented at the last Consumer Services Committee meeting.

**Action**: The committee will present the proposed guidelines to the Board of Trustees for their review and approval.
C. **Monthly Community Placement Plan (CPP) Report**

Maria reported that the center’s goal for this fiscal year was to place 15 consumers out of the developmental centers (DCs); to date, we have successfully moved 14 of the 15 consumers. In addition, we moved our remaining consumers out of Lanterman DC prior to the December 31st closure date. Our goal for next fiscal year is to move 10 consumers out of the DCs, but will move more if we can. We have submitted our community placement plan (CPP) for next fiscal year to DDS and are awaiting approval. In the meantime, we have begun focusing on getting resources up and running for the consumers who will be placed into the community next fiscal year and also preparing their transition plans. Legislation is being proposed to close both Sonoma and Fairview DCs and parent groups for both centers are opposed. However, it costs roughly $500,000 per year to house someone in a DC and costs less than half of that for consumers who need even the most critical care in the community. NLACRC has just 1 consumer in Sonoma DC and 24 consumers at Fairview.

D. **Questions re: Monthly Quality Assurance and Special Incident Reports**

There were no questions regarding these reports which were presented at last week’s board meeting with George’s director’s report.

E. **Board Audit:** Has the board properly referred service standard issues to the committee?

The center regularly brings to this committee’s attention any changes in law or statute that would have an effect on our service standards, such as Employment First, person-centered planning, trailer bill language, etc. George stated that a big issue has arisen which is the possible elimination of subminimum wage certificates. Currently, several regional center providers use these certificates to pay consumers based on their productivity (30% of regular pay for 30% of work). Without these certificates, these consumers would have no job at all.

F. **Board Audit:** Does any action impact the availability or quality of service?

George reported that the low rates paid to providers and the wages they are able to pay definitely have an impact on the availability and quality of services. A case in point: we recently released a Request for Proposals (RFP) for an adult day program in the Antelope Valley and had no bidders because the rate was so low.
V. Board Meeting Agenda Items

The following items were identified for the committee’s section of the April 8th board meeting agenda:

A. Minutes of March 18th Meeting
B. Self-Determination Program Update
C. Presentation of Residential & Supported Living Out-of-Community/Out-of-State Travel Guidelines

VI. Announcements / Information Items / Public Input

A. Complete Meeting Evaluations

Tavia asked the committee members to please complete evaluation forms after the meeting and submit them to her with any questions.

B. Next Meeting: Wednesday, April 15th, at 6:00 p.m.

VII. Adjournment

Tavia adjourned the meeting at 6:49 p.m.

Submitted by:

Jennifer Kaiser
Executive Assistant

[csmin.mar18.2015]
SELF-DETERMINATION PROGRAM

SB 468 (Self-Determination Program) signed into law in 2013

Self-Determination Advisory Committee Application
NLACRC is now accepting applications from those who are interested in serving on NLACRC's Self-Determination Advisory Committee. Please send completed applications by mail or fax as indicated on the application, or send by e-mail to selfdetermination@nlacrc.org.

>> Self-Determination Advisory Committee Application (attached)

>> Self-Determination Program Information Sheet (attached)

Self-Determination Program – Implementation Plan

Program Description
The Lanterman Act now includes a program called Self-Determination. This is a statewide program that will be implemented by the Department of Developmental Services and the regional centers. The program will provide consumers and their families with an individual budget to purchase services and supports needed to implement the consumer's IPP. The program is intended to give consumers and families more flexibility, choices and control over decisions regarding their regional center funded services. DDS and NLACRC will implement the program over a three year period. The program will serve 2,500 consumers statewide; NLACRC will serve approximately 175 consumers during the first three years. In 2018, the Self Determination Program will be available to all consumers.

Procedure
There are procedural steps in statute that must be undertaken to implement this program. Please note that these steps are not in order.

Waiver Application
- The law requires DDS to apply for federal Medicaid funding either through an application of a state plan amendment, an amendment to a current home- and community-based waiver, a new waiver, or other means.
- The law required the application to be submitted by 12/31/2014.
- If federal funding is approved, the Self-Determination Program will be implemented.

Action:
- DDS has met the timeline and submitted an application to the Center for Medicare and Medicaid
Services (CMS) for federal funding.

- CMS has 90 days to approve or seek further clarification of the application, which could impact the timeline for implementation of the Self-Determination Program.

**Participant Selection**

- In order to participate, a consumer cannot live in a long term health care facility and must agree to specific requirements; participation is voluntary.
- Regional centers must ensure the program is available to a diverse group of consumers.
- Regional centers must conduct special outreach to underserved communities.
- Participants must be selected in an equitable manner and should reflect NLACRC's disability, ethnic and geographic diversity.
- The number of participants for each regional center is calculated by DDS. It is based on the percentage of consumers served by NLACRC compared to the total number of consumers served statewide.
- The selection process for consumers that will participate has not yet been determined.

**Action:**

**DDS**

- Calculated relative percentage and allotted 174 slots to NLACRC
- Referred the issue of selection to an advisory committee

**NLACRC**

- Engaged California State University Northridge to conduct geomapping of consumers by residence.
- Eligible, voluntary consumers will be identified.
- Method of an equitable selection process is lottery; multiple lotteries may be required to establish initial group of participants that reflect the disability, ethnic and geographic diversity of NLACRC.
- If interested in participating in this program, click here (link forthcoming) to submit your contact information or send an email to selfdetermination@nlacrc.org.

**Local Advisory Committee**

- The law has established local and statewide advisory committees to ensure the effective implementation of the program and to promote the sharing of best practices and training materials
- Each regional center must establish a local volunteer advisory committee
- Each committee must consist of the clients' rights advocate, consumers, family members, other advocates and community leaders.
- Regional centers and State Council on Developmental Disabilities each appoint one-half membership of the committee.
Action:
• NLACRC and SCDD have agreed on the committee size; 11. Each will select 5 committee members, in addition to NLACRC’s CRA
• SCDD has conducted interviews and selected five committee members
• NLACRC is collecting names of interested consumers, family and community members
• NLACRC will solicit interest in participation through joint presentations with the Family Focus Resource Center at local meetings, family support groups and through the Center’s website
• If you are interested in participating in NLACRC’s local advisory committee, please click here (link forthcoming) to submit your contact information or send an email to selfdetermination@nlacrc.org.

Informational Materials and Training
• DDS must develop informational materials about self-determination and must ensure that regional centers are trained in the mechanics and principles of the program. DDS must also train regional centers regarding consumer rights as candidates for and participants in the program

Action:
• DDS is currently developing informational materials; training has not yet been provided to regional centers.
• Upon receipt of informational materials and training, NLACRC will train service coordinators, service providers, and financial management service providers.
• NLACRC will develop and promote information sessions in conjunction with the Family Focus Resource Center.
• If you are interested in receiving informational materials or attending a community meeting regarding NLACRC’s Self-Determination Program, please click here (link forthcoming) to submit your contact information or send an email to selfdetermination@nlacrc.org.

For more information regarding the Self Determination Program, please visit the following web sites:

California Department of Developmental Services

Disability Rights California

California State Council on Developmental Disabilities

Self-Determination Program Waiver Submitted
The California Department of Developmental Services recently announced that the Home and
Community-Based Services Waiver application seeking federal funding for the Self-Determination Program was submitted to the federal Centers for Medicare and Medicaid Services (CMS). A copy of the Waiver application is now posted on the DDS web site.

As required by law, securing federal funding is necessary in order to implement the Self-Determination Program. CMS has 90 days to take one of three actions on the Waiver application (approve; deny; or request additional information). It is very likely that CMS will request additional information for clarification in the Waiver application which will lead to an extended review period beyond the initial 90 days.

DDS will continue to post progress updates on their Self-Determination Program web page.

What is the Self-Determination Program?
The Self-Determination Program was signed into law [Welfare & Institutions Code, Section 4685.8] by Governor Brown in October, 2013. The state-wide program is a voluntary alternative to the traditional way of providing regional center services. Consumers and families will work with an individual budget that they can use to purchase the services and supports they need to implement their Individual Program Plan (IPP).

The program will be available to up to 2,500 individuals state-wide in the first three years and will be on a voluntary basis. DDS must obtain approval for federal funding before the program can be put into place. You can sign up on the DDS Self-Determination Program web site page to receive updates about the program.

>> Go to the Department of Developmental Services' (DDS) Self-Determination program information page
NLACRC
SELF-DETERMINATION ADVISORY COMMITTEE APPLICATION

1. Name: __________________________________________

2. You are:

☐ An adult who receives regional center services
☐ A family member of someone who receives regional services (age of family member?)
☐ Other (please indicate) __________________________________________

3. Address: __________________________________________

4. Phone: ________________

5. Email: ________________

6. Why do you want to be on the Self-Determination Advisory Committee?

7. Are you involved in any other volunteer activities?

8. Are you available weekday evenings? Any day that you cannot be available?

Your application is due by March 31, 2015. Please mail to the attention of Ruth Janka, NLACRC, 43210 Gingham Avenue, Lancaster, CA 93535 or fax to the attention of Liz Chavez at (818)756-6140
NLACRC's Self-Determination Program will provide eligible participants with the opportunity to develop and implement person centered plans based on an individualized budget that the participant controls, within the program guidelines. Participants will have the option of using the services of an independent facilitator, purchased from the individualized budget, or a trained service coordinator, to develop their plan. The Self-Determination Program allows participants to purchase services from existing service providers or local businesses in the community.

The Department of Developmental Services recently submitted a Home and Community Based Waiver application for federal funding, and upon approval, the Self Determination Program can be implemented.

To implement the program, DDS must develop informational materials about the Self-Determination Program and ensure that regional centers are trained in the principles, mechanics, and rights of consumers as candidates for, and participants in, the Self-Determination Program.

NLACRC must conduct outreach to consumers and their families through local meetings and forums to provide information about the Self-Determination Program and help ensure that the program is available to a diverse group of participants, with special outreach to underserved communities. Training will be provided in collaboration with local consumer or family run organizations.

NLACRC, in collaboration with the State Council on Developmental Disabilities, must also establish a local volunteer advisory committee to provide oversight of the Self-Determination Program. The committee must consist of the regional center clients' rights advocate, consumers, family members and other advocates and community leaders and should reflect the multicultural diversity and geographic profile of NLACRC's catchment area.

Eligible consumers who volunteer for participation in the program will be selected in an equitable manner. NLACRC has been allotted 174 slots for the phase-in period of the Self-Determination Program; the program will be available to all eligible consumers after the phase-in period. The selection process has not yet been finalized, however interest in the program can be sent via electronic mail directly to DDS at sdp@dds.ca.gov or to NLACRC at selfdetermination@nlacrc.org. NLACRC will notify the department of all consumers expressing interest in participating in the program. NLACRC is in the process of conducting outreach to solicit volunteers for the local advisory committee. If you are interested in participating on the Center's local advisory committee, please send an e-mail to selfdetermination@nlacrc.org or call Ruth Janka at 661/951-1256 and leave your name, telephone number and mailing address.

Upon expressed interest and receipt of contact information, you will be contacted regarding informational meetings about the Center's Self-Determination Program and local advisory committee.

Additional information regarding the Self-Determination Program can be found at www.dds.ca.gov or www.nlacrc.org.

We look forward to hearing from you!

Supporting People with Developmental Disabilities in the San Fernando, Santa Clarita and Antelope Valleys since 1974
North Los Angeles County Regional Center
Guideline

Out-of-Community Travel or Out-of-State Travel Guideline
for Residential Service Providers

1. General:

The purpose of the Out-of-Community Travel or Out-Of-State Travel Guideline ("GUIDELINE") is to establish guidelines for ensuring that individual program planning is directed towards ensuring the health and safety of our consumers and ensuring appropriate care and supervision by Residential Service Providers when consumers travel outside their community or outside the State of California while under the care and supervision of a Residential Service Provider.

2. Departments Affected

This policy applies to all North Los Angeles County Regional Center (NLACRC) service coordinators in the San Fernando Valley, Antelope Valley, and Santa Clarita Valley offices.

3. Responsibility

The Deputy Director/Program Services Director, Consumer Services Directors, Consumer Services Managers, and Consumer Services Supervisors shall have the responsibility to monitor compliance of the Guideline. All NLACRC employees must ensure that they comply with the Guideline as outlined below.

4 Statutes, Regulations, and Assumptions:

4.1 Welfare and Institutions Code ("WIC"), Section 4502.1 states that "The right of an individual with developmental disabilities to make choices in their own lives requires that all public or private agencies receiving state funds for the purpose of serving persons with developmental disabilities, including but not limited to, regional centers, shall respect the choices made by consumers or, where appropriate, their parents, legal guardian, or conservator. Those public or private agencies shall provide consumers with opportunities to exercise decision making skills in any aspect of day-to-day living and shall provide consumers with relevant information in an understandable form to aid the consumer making his or her choice."

4.2 WIC, Section 4512(b) defines services and supports for person with developmental disabilities means specialized services and supports or special adaptations of generic services and supports directed towards the alleviation of a developmental disability or toward the social, personal, physical, or economic habilitation or rehabilitation of an individual with a developmental disability, or toward the achievement and
maintenance of independent, productive, and normal lives. The determination of which services and supports are necessary for each consumer shall be made on the basis of the needs and preferences of the consumer or, when appropriate, the consumer’s family, and shall include consideration of a range of service options proposed by individual program plan participants, the effectiveness of each option in meeting the goals stated in the individual program plan, and the cost-effectiveness of each option.

4.3 WIC, Section 4646.4(a) (2) states that when regional centers are purchasing services supports, the regional shall ensure 1) utilization of generic services and supports when appropriate; and 2) utilization of other services and sources of funding as contained in WIC, Section 4659.

4.4 WIC, Section 4659(a) states the regional center shall identify and pursue all possible sources of funding for consumers receiving regional center services.

4.5 WIC, Section 4648(a) states that “in order to achieve the stated objectives of a consumer’s individual program plan the regional center shall conduct activities, including, but not limited to all of the following: (a) securing needed services and supports.”

4.6 WIC, Section 4646(a) states that “It is the intent of the Legislature to ensure that the individual program plan and provision of services and supports by the regional center system is centered on the individual and the family of the individual with developmental disabilities and takes into account the needs and preferences of the individual and the family, where appropriate, as well as promoting community integration, independent, productive, and normal lives, and stable and health environments. It is the further intent of the Legislature to ensure that the provision of services to consumers and their families be effective in meeting the goals stated in the individual program plan, reflect the preferences and choices of the consumer, and reflect the cost-effective use of public resources”

4.7 WIC, Section 4648(a)(1) states that “It is the intent of the Legislature that services and supports assist individuals with developmental disabilities in achieving the greatest self-sufficiency possible and in exercising personal choices. The regional center shall secure services and supports that meet the needs of the consumer, as determined in the consumer’s individual program plan, and within the context of the individual program plan, the planning team shall give highest preference to those services and supports which would allow minors with developmental disabilities to live with their families, adult persons with developmental disabilities to live as independently as possible in the community, and that allow all consumers to interact with persons without disabilities in positive, meaningful ways.”

4.8 WIC, Section 4648(a)(2) states that “In implementing individual program plans, regional centers, through the planning team, shall first consider services and supports in natural community, home, work, and recreational settings. Services and supports shall be flexible and individually tailored to the consumer and, where appropriate his or her family.”
4.9 WIC, Section 4648(a)(6) states that the regional center and the consumer, or where appropriate, his or her parents, legal guardian, conservator, or authorized representative shall, pursuant to the individual program plan, consider all of the following when selecting a provider of consumer services and supports:

4.9.1 A provider’s ability to deliver quality services or supports which can accomplish all or part of the consumer’s individual program plan
4.9.2 A provider’s success in achieving the objectives set forth in the individual program plan.
4.9.3 Where appropriate, the existence of licensing, accreditation, or professional certification
4.9.4 The cost of providing services and supports of comparable quality by different providers, if available, shall be reviewed, and the least costly available provider of comparable service, including the cost of transportation, who is able to accomplish all or part of the consumer’s individualized program plan, consistent with the particular needs of the consumer and family as identified in the individual program plan, shall be selected. In determining the least costly provider, the availability of federal financial participation shall be considered. The consumer shall not be required to use the least costly provider if it will result in the consumer moving from an existing provider of services or supports to more restrictive or less integrated services or supports.
4.9.5 The consumer’s choice of providers, or, where appropriate, the consumer’s parent’s, legal guardian’s, authorized representative’s, or conservator’s choice of providers.

4.10 WIC, Section 4648(a)(9) states that “A regional center may, directly or through an agency acting on behalf of the regional center, provide placement in, purchase of, or follow-along services to persons with developmental disabilities in appropriate community living arrangements, including, but not limited to, support services for consumers living in homes they own or lease; foster family placements; health care facilities; or licensed community care facilities.”

4.11 While limited circumstances may support the need for travel and transportation in order for consumers to access their community, it is not the intent of residential service providers to provide residential services for extended or continual travel outside the community in which the consumer resides or outside the state of California. In these situations, it is difficult for the regional center to meet its obligation to appropriately monitor the provision of residential services and supports by the service provider.

4.12 There may be situations in which a residential service provider plans to travel with consumers on vacations or trips outside of the community in which the consumer resides or outside the state of California.

4.13 A regional center shall not expend funds allocated to it by the Department of Developmental Services (“DDS”) for the purchase of any service outside the state unless DDS or the DDS Director’s designee has received, reviewed, and approved a plan for the out-of-state service in the consumer’s IPP. WIC, Section 4519(a)
4.14 A regional center is prohibited from purchasing camping services, social recreation activities, (except for those activities vendoed as community-based day programs), education services for children 3 thru 17 years of age, nonmedical therapies, including but not limited to specialized recreation, art, dance, and music, WIC, Section 4648.5(a)

4.15 Title 17, Section 56004(c) states that Service Level 2, 3, and 4 facilities shall provide direct supervision and special services pursuant to Welfare and Institutions Code Sections 4681.1(b)(2) and (b)(3) as needed to provide services in accordance with and to meet the requirements of the approved program design pursuant to Section 56005 and the consumer's IPP objectives.

4.16 Title 17, section 56002(a)(14) "Direct Supervision" means those activities in which direct care staff provide care, supervision, training and support to promote the consumer's functioning in the areas of self-care, daily living skills, physical coordination, mobility, behavioral self-control, choice-making, community integration, accessing community resources and participating in leisure time activities.

4.17 Title 17, Section 56002(a)(48) "Special Services means specialized training, treatment, and/or supervision which are required by the consumer's IPP and provided by direct care staff in addition to direct supervision.

4.18 Title 17, Section 56013, Program Design Requirements, states that (a) Each facility applying for Service Level 2, 3 or 4 approval shall submit a written program design to the regional center pursuant to Section 56005 which is based upon the principles of normalization as measured by consumer participation in a variety of integrated, age-appropriate activities which take place in natural environments, at home, at work, in the community and during leisure time. (b) The program design shall include: (4) A description of program preparation functions to be performed by facility staff which is consistent with the requirements specified in Section 56004 (e)(1) through (6)."

4.19 The Admission Agreement, Section 4(p) provides that residential services provided include, continuous, in-the-house supervision, unless a written exception is granted by the regional center and the licensing agency, pursuant to Title 22, Section 80024.

4.20 Title 22, Section 80024(b), Waivers and Exceptions, states that the licensing agency shall have the authority to approve the use of alternate concepts, programs, services, procedures, techniques, equipment, space, personnel qualifications or staffing ratios, or the contact of experimental or demonstration projects under the following circumstances: 1) Such alternatives shall be carried out with provisions for safe and adequate services, and shall in no instance be detrimental to the health and safety of any facility client; and 2) The applicant or licensee shall submit to the licensing agency a written request for a waiver or exception, together with substantiating evidence supporting the request.
4.21 Title 22, Section 80078, states that “the licensee shall provide care and supervision as necessary to meet the client’s need.”

4.22 Title 22, Section 80068.2(a), states that the licensee shall complete a Needs and Services Plan for each client; and Section 80068.2(b) states that if the client has an existing needs appraisal or individual program plan (IPP) completed by a placement agency, or a consultant for the placement agency, the Department may consider the plan to meet the requirements of this section.

5.0 **Guideline:**

5.0 The IPP Planning Team has the responsibility to assess each request for travel arrangements by residential service providers.

5.1 Each trip or travel arrangement proposed by a consumer and/or their residential service provider shall be planned as part of the IPP process and the following questions shall be addressed during IPP planning:

5.1.1 Does the consumer want to travel with the residential provider? What is the service providers plan if some of the consumers in the facility do not want to go on the proposed trip?

5.1.2 Is there an outcome related to travel in the consumer’s IPP or addendum to the IPP? Did the consumer’s family participate in the program planning process that resulted in this outcome, if applicable? (rationale: if there is an IPP outcome, then NLACRC has agreed with the consumer’s participation)

5.1.3 Is there a cost associated with the proposed travel plans? What is the amount? Does the consumer have sufficient funds to go on the trip?

5.1.4 Will the staffing ratio during the proposed period of travel comply with the Residential Provider’s Program Design?

5.1.5 How will the consumer’s individual care and supervision needs be met by the residential provider during the period of travel?

5.1.6 Do the consumer’s individualized care and supervision needs warrant consideration of a specialized service that specifically coordinates travel and support services during travel in order for the consumer to be successful and safe?

5.1.7 Is the period of travel time-limited and sufficiently circumscribed such that the regional center can monitor the residential service delivery?

5.1.8 Does the residential service provider have an emergency service plan? What is the service provider’s plan to ensure staffing ratios are maintained during the period of travel? Has the residential provider secured background checks for all staff or individuals identified in the emergency plan? What is the service
provider’s plan to ensure that staff coverage is provided during staff break times? Does the situation appear to be safe for everyone involved?

5.1.9 Has the service provider checked with the Employment Development Department ("EDD") and/or their legal counsel to verify that their staff will be appropriately compensated while on the trip? Does the provider’s plan demonstrate that direct care workers will be provided meals and rest periods? Further does the service provider’s plan demonstrate that there will be sufficient number of staff available to support consumers while staff are taking meal and rest periods?

5.1.10 Does the service provider have adequate insurance to cover any potential claims or injuries during the trip?

5.2 Should the travel arrangements require increased staffing to meet the obligations of appropriate care and supervision, as well as applicable labor laws, the residential service provider shall be responsible for these additional costs.

6. Procedure

6.1 All IPP’s and IPP addendums for travel shall be approved by both the Consumer Services Director and the Deputy Director/Program Services Director prior to the completion of the addendum.

6.2 The service provider shall submit a written plan for the period of travel to the IPP planning team for review and recommendation.

A. The residential service provider plan during the period of travel shall identify the following information:

i. The dates of travel
ii. The Itinerary for each day of travel
iii. Staff to consumer ratio during the period of travel
iv. Emergency plan
v. Process to ensure back ground checks of all staff that will be providing care and supervision during the period of travel
vi. Staffing plan to ensure staff are provided appropriate rest periods and breaks
vii. Acknowledgment from the residential service provider that the service provider has adequate insurance to cover any potential claims or injuries during the trip
viii. Plan to ensure that all individualized dietary requirements will be met
ix. Plan to ensure proper medication administration during the period of travel
x. Process utilized to determine the cost of the travel
xi. Process to determine that consumers have sufficient personal funds to cover the cost of travel
xii. Process to report SIR’s during the period of travel
6.3 The consumer services supervisor shall ensure that the IPP identifies the following during the period of travel

i. The IPP shall identify the care and supervision requirements during the period of travel.

ii. IPP shall include a copy of the service provider's plan during the period of travel.

6.4 Upon review and approval of the IPP and residential service providers plan by the Consumer Services Director and Deputy Director/Program Services Director, the IPP addendum shall be finalized by the service coordinator.

6.5 If the residential service provider’s plan is denied by the IPP planning team, the service coordinator shall provide the service provider a written notice of the regional center’s decision and the reasons for the regional center’s denial.
North Los Angeles County Regional Center
Guideline

Out-of-Community Travel or Out-of-State Travel Guideline for Supported Living Service Providers

1. General:

The purpose of the Out-of-Community Travel or Out-Of-State Travel Guideline ("GUIDELINE") is to establish guidelines for ensuring that individual program planning is directed towards ensuring the health and safety of our consumers and ensuring appropriate care and supervision by Supported Living Service Providers when consumers travel outside their community or outside the State of California while under the care and supervision of a Supported Living Service Provider.

2. Departments Affected

This policy applies to all North Los Angeles County Regional Center (NLACRC) service coordinators in the San Fernando Valley, Antelope Valley, and Santa Clarita Valley offices.

3. Responsibility

The Deputy Director/Program Services Director, Consumer Services Directors, Consumer Services Managers, and Consumer Services Supervisors shall have the responsibility to monitor compliance of the Guideline. All NLACRC employees must ensure that they comply with the Guideline as outlined below.

4. Statutes, Regulations, and Assumptions:

4.1 Welfare and Institutions Code ("WIC"), Section 4502.1 states that "The right of an individual with developmental disabilities to make choices in their own lives requires that all public or private agencies receiving state funds for the purpose of serving persons with developmental disabilities, including but not limited to, regional centers, shall respect the choices made by consumers or, where appropriate, their parents, legal guardian, or conservator. Those public or private agencies shall provide consumers with opportunities to exercise decision making skills in any aspect of day-to-day living and shall provide consumers with relevant information in an understandable form to aid the consumer making his or her choice."

4.2 WIC, Section 4512(b) defines services and supports for person with developmental disabilities means specialized services and supports or special adaptations of generic services and supports directed towards the alleviation of a developmental disability or toward the social, personal, physical, or economic habilitation or rehabilitation of an individual with a developmental disability, or toward the achievement and
maintenance of independent, productive, and normal lives. The determination of which services and supports are necessary for each consumer shall be made on the basis of the needs and preferences of the consumer or, when appropriate, the consumer’s family, and shall include consideration of a range of service options proposed by individual program plan participants, the effectiveness of each option in meeting the goals stated in the individual program plan, and the cost-effectiveness of each option.

4.3 WIC, Section 4646.4(a) (2) states that when regional centers are purchasing services and supports, the regional shall ensure 1) utilization of generic services and supports when appropriate; and 2) utilization of other services and sources of funding as contained in WIC, Section 4659.

4.4 WIC, Section 4659(a) states the regional center shall identify and pursue all possible sources of funding for consumers receiving regional center services.

4.5 WIC, Section 4648(a) states that “in order to achieve the stated objectives of a consumer’s individual program plan the regional center shall conduct activities, including, but not limited to all of the following: (a) securing needed services and supports.”

4.6 WIC, Section 4646(a) states that “It is the intent of the Legislature to ensure that the individual program plan and provision of services and supports by the regional center system is centered on the individual and the family of the individual with developmental disabilities and takes into account the needs and preferences of the individual and the family, where appropriate, as well as promoting community integration, independent, productive, and normal lives, and stable and health environments. It is the further intent of the Legislature to ensure that the provision of services to consumers and their families be effective in meeting the goals stated in the individual program plan, reflect the preferences and choices of the consumer, and reflect the cost-effective use of public resources”

4.7 WIC, Section 4648(a)(1) states that “It is the intent of the Legislature that services and supports assist individuals with developmental disabilities in achieving the greatest self-sufficiency possible and in exercising personal choices. The regional center shall secure services and supports that meet the needs of the consumer, as determined in the consumer’s individual program plan, and within the context of the individual program plan, the planning team shall give highest preference to those services and supports which would allow minors with developmental disabilities to live with their families, adult persons with developmental disabilities to live as independently as possible in the community, and that allow all consumers to interact with persons without disabilities in positive, meaningful ways.”

4.8 WIC, Section 4648(a)(2) states that “In implementing individual program plans, regional centers, through the planning team, shall first consider services and supports in natural community, home, work, and recreational settings. Services and supports shall be flexible and individually tailored to the consumer and, where appropriate, his or her family.”
4.9 WIC, Section 4648(a)(6) states that the regional center and the consumer, or where appropriate, his or her parents, legal guardian, conservator, or authorized representative shall, pursuant to the individual program plan, consider all of the following when selecting a provider of consumer services and supports:

4.9.1 A provider's ability to deliver quality services or supports which can accomplish all or part of the consumer's individual program plan.
4.9.2 A provider's success in achieving the objectives set forth in the individual program plan.
4.9.3 Where appropriate, the existence of licensing, accreditation, or professional certification.
4.9.4 The cost of providing services and supports of comparable quality by different providers, if available, shall be reviewed, and the least costly available provider of comparable service, including the cost of transportation, who is able to accomplish all or part of the consumer's individualized program plan, consistent with the particular needs of the consumer and family as identified in the individual program plan, shall be selected. In determining the least costly provider, the availability of federal financial participation shall be considered. The consumer shall not be required to use the least costly provider if it will result in the consumer moving from an existing provider of services or supports to more restrictive or less integrated services or supports.
4.9.5 The consumer's choice of providers, or, where appropriate, the consumer's parent's, legal guardian's, authorized representative's, or conservator's choice of providers.

4.10 WIC, Section 4648(a)(9) states that “A regional center may, directly or through an agency acting on behalf of the regional center, provide placement in, purchase of, or follow-along services to persons with developmental disabilities in appropriate community living arrangements, including, but not limited to, support services for consumers living in homes they own or lease; foster family placements; health care facilities; or licensed community care facilities.”

4.11 While limited circumstances may support the need for travel and transportation in order for consumers to access their community, it is not the intent of supported living service providers to provide supported living services for extended or continual travel outside the community in which the consumer resides or outside the state of California. In these situations, it is difficult for the regional center to meet its obligation to appropriately monitor the provision of supported living services and supports by the service provider.

4.12 There may be situations in which a supported living service provider plans to travel with consumers on vacations or trips outside of the community in which the consumer resides or outside the state of California.

4.13 A regional center shall not expend funds allocated to it by the Department of Developmental Services (“DDS”) for the purchase of any service outside the state unless DDS or the DDS Director’s designee has received, reviewed, and approved a plan for the out-of-state service in the consumer’s IPP. WIC, Section 4519(a)
4.14 A regional center is prohibited from purchasing camping services, social recreation activities, (except for those activities vendored as community-based day programs), education services for children 3 thru 17 years of age, nonmedical therapies, including but not limited to specialized recreation, art, dance, and music, WIC, Section 4648.5(a)

4.15 Title 17, Section 58601 states that direct services means any service component enumerated in Section 58614. Title 17, Section 58614, Service and Support Components, states that supported living service providers shall provide individually designed service or assessment of the need for services as described in Title 17, sections 56814(a) through 56814(c).

4.16 Title 17, section 56002(a)(14) "Direct Supervision" means those activities in which direct care staff provide care, supervision, training and support to promote the consumer's functioning in the areas of self-care, daily living skills, physical coordination, mobility, behavioral self-control, choice-making, community integration, accessing community resources and participating in leisure time activities.

4.17 Title 17, Section 56002(a)(48) "Special Services means specialized training, treatment, and/or supervision which are required by the consumer’s IPP and provided by direct care staff in addition to direct supervision.

4.18 Title 17, Section 58631, Service Design Components, states that a required service design shall include, but not be limited to, the following: (b) A description of the range of approaches and strategies the SLS vendor is prepared to employ to achieve the aims specified in Section 58632; and (b)(1) The SLS vendor shall specify for each aim whether and to what extent each of the associated services are available through the vendor.

4.19 The Lanterman Act and SLS services are designed to assist consumers living in their own homes and communities. While limited circumstances may support the need for this supportive service during travel, it is not the intent of SLS to provide services for extended or continual travel outside the state. In these situations, it is difficult for the regional center to meet its obligation to appropriately monitor the provision of services and supports.

4.20 There may be situations, such as an out-of-state family member’s funeral, during which the regional center may want to fund SLS services.

4.21 WIC, Section 4689 places a high priority on providing opportunities for adults with developmental disabilities, regardless of the degree of disability, to live in homes that they own or lease with support available as often and for as long as it is needed, when that is the preferred objective in the Individualized Program Plan (IPP). WIC, Section 4689 focuses on normalization and providing services in the home and in the home community. It does not state that consumers cannot travel out of state and it could not because all consumers have the right to travel, unless that right is restricted by a conservatorship. Further, WIC Section 4689, is further supplemented by Title 17, Section 58614, which outlines SLS services to include participating in community
life and 24-hour emergency assistance, including direct service in response to calls for assistance.

4.22 A regional center shall not expend funds allocated to it by the department for the purchase of any service outside the state unless the Director of the Department of Developmental Services (DDS) or the Director’s designee has received, reviewed, and approved a plan for out-of-state service in the consumer’s IPP. WIC, Section 4519 (a)

4.23 A regional center may expend funds allocated to it for the purchase of services for residents of California and administrative costs incurred in providing services in the border areas of a state adjacent to California when the purchase is approved by the regional center director. WIC, Section 4519(d)

5. Guidelines

5.0 The IPP Planning Team has the responsibility to assess each request for travel arrangements by supported living service providers

5.1 Each trip or travel arrangement proposed by a consumer and/or their supported living service provider shall be planned as part of the IPP process and the following questions shall be addressed during IPP planning:

5.1.1 Is there an outcome related to travel in the consumer’s IPP or addendum to the IPP?

5.1.2 Is there a cost associated with the proposed travel plans? What is the amount? Does the consumer have sufficient funds to go on the trip? Is there a generic resource, such as natural supports or a specialized travel organization, which would be better equipped to support the consumer on their trip?

5.1.3 Will the staffing ratio of 1:1 support during the proposed period of travel comply with the Supported Living Service Provider’s Program Design?

5.1.4 How will the consumer’s individual care and supervision needs be met by the supported living service provider during the period of travel?

5.1.5 Do the consumer’s individualized care and supervision needs warrant consideration of a specialized service that specifically coordinates travel and support services during travel in order for the consumer to be successful and safe?

5.1.6 Is the period of travel time-limited and sufficiently circumscribed such that the regional center can monitor the supported living service delivery?

5.1.7 Does the supported living service provider have an emergency service plan? What is the service provider’s plan to ensure that the staffing ratios are maintained during the period of travel? Has the supported living service provider secured background checks for all staff or individuals identified in the emergency plan?
plan? What is the service provider’s plan to ensure that staff coverage is provided during staff break times? Does the situation appear to be safe for everyone involved?

5.1.8 Has the supported living service provider checked with the Employment Development Department ("EDD") and/or their legal counsel to verify that their staff will be appropriately compensated while on the trip? Does the supported living service provider’s plan demonstrate that direct care workers will be provided meals and rest periods? Further does the supported living service provider’s plan demonstrate that there will be sufficient number of staff available to support consumers while staff are taking meal and rest periods?

5.1.9 Does the service provider have adequate insurance to cover any potential claims or injuries during the trip?

5.2 Should the travel arrangements require increased staffing to meet the obligations of appropriate care and supervision, as well as applicable labor laws, the supported living service provider shall be responsible for these additional costs. The supported living provider shall be responsible for travel costs for staff, including but not limited to, lodging, meals, travel, etc.

6. Procedure

6.1 All IPP’s and IPP addendums for travel shall be approved by both the Consumer Services Director and the Deputy Director/Program Services Director prior to the completion of the addendum.  

6.2 The service provider shall submit a written plan for the period of travel to the IPP planning team for review and recommendation.

A. The supported living service provider plan during the period of travel shall identify the following information:

i. The dates of travel
ii. The Itinerary for each day of travel
iii. Staff to consumer ratio during the period of travel  
iv. Emergency plan  
v. Process to ensure back ground checks of all staff that will be providing care and supervision during the period of travel  
vi. Staffing plan to ensure staff are provided appropriate rest periods and breaks  
vii. Acknowledgment from the supported living service provider that the service provider has adequate insurance to cover any potential claims or injuries during the trip  
viii. Plan to ensure that all individualized dietary requirements will be met  
ix. Plan to ensure proper medication administration during the period of travel  
x. Budget to determine the cost of travel
xi. Process to determine that consumers have sufficient personal funds to cover the cost of travel
xii. Process to report SIR’s during the period of travel

6.3 The consumer services supervisor shall ensure that the IPP identifies the following during the period of travel

i. The IPP shall identify the care and supervision requirements during the period of travel.
ii. IPP shall include a copy of the service provider’s plan during the period of travel

6.4 Upon review and approval of the IPP and supported living service provider’s plan by the Consumer Services Director and Deputy Director/Program Services Director, the IPP addendum shall be finalized by the service coordinator.

6.5 If the supported living service provider’s plan is denied by the IPP planning team, the service coordinator shall provide the supported living service provider a written notice of the regional center’s decision and the reasons for the regional center’s denial.
Executive Committee
North Los Angeles County Regional Center  
Executive Committee Meeting Minutes  
March 25, 2015

Draft

Present: Dan Becerra, Jenean Glover, Dawn Hamilton, and Tavia Wooley – Committee Members  
Diane Ambrose, Michele Marra, Kim Rolfes, George Stevens, and Liliana Windover – Staff Members

Absent: Debra Newman

I. Call to Order

Jenean Glover, president, called the meeting to order at 7:17 p.m.

II. Public Input

Dan announced that he is planning to take his son to the Grass Roots Week visit scheduled with Senator Fran Pavley; members of his team are Kim Rolfes, Mary Jo Femando, and Deborah Cutter.

III. Consent Items

A. Approval of Revised Agenda

Agenda Item IV.B was removed and added it as part of Executive Session under section VII.B.

M/S/C (D. Hamilton/D. Becerra) To approve the revised agenda as modified.

B. Approval of Minutes from February 25th Meeting

M/S/C (D. Hamilton/T. Wooley) To approve the minutes as presented.

IV. Committee Business

A. Status Report on FY 2014-15 Board Budget

The board’s budget for this fiscal year is $89,750.00. As of March 18th, $29,178.46 (32.51%) has been spent, leaving a balance of $60,571.54.

B. Proposed change to Secretary Policy Statement

44
A change is being proposed to the Secretary policy statement. The board secretary was formerly responsible for reviewing and signing off on board members’ annual conflict of interest statements. Now that we are using DDS’s conflict of interest statements, the secretary no longer has the responsibility to review them.

**Action:** To present the proposed change to the Secretary policy statement to the Board of Trustees for their review and approval.

C. **Finalize Agenda for the April 8th Board Meeting**

The committee finalized the agenda which included the presentation of the center’s POS expenditure report.

D. **Request for Proposals (RFP) Policy Update**

The proposed changes to this policy were presented at last week’s board meeting for their feedback; only minor grammar changes were submitted.

**M/S/C** (D. Becerra/D. Hamilton) To present the proposed changes to the board’s RFP policy to the Board of Trustees, as corrected, for their final review and approval.

E. **Contract Approval: Tender Touch Homecare, Inc.**

The Administrative Affairs Committee reviewed this contract and is recommending that the Executive Committee approve it on behalf of the Board of Trustees.

**M/S/C** (D. Becerra/D. Hamilton) To approve the contract with Tender Touch Homecare, Inc. in the amount of $2,934,642 over the contract term, on behalf of the Board of Trustees.

V. **Center Operations**

A. **Million Letters Campaign**

George informed the committee that he spoke with Cynthia Sewell (director of New Horizons) and Steve Miller (former director of Tierra del Sol Foundation) and they are eager to help get this campaign going. A mass mailing will be sent to members of our community asking them to attend public meetings in order to obtain critical information and learn how they can show their support. A template
letter will also be provided to the community asking them to send this letter to 
the Governor and legislators to adopt the Lanterman Coalition’s request for a 
10% adjustment to regional center operations and service provider rates in order 
to save our community system for people with developmental disabilities from 
collapse. The Government & Community Relations Committee has developed a 
subcommittee that will be responsible for organizing the town hall meetings.

B. POS Expenditure Data Public Meetings

Two public meetings were held on Wednesday, March 24th, at the center’s main 
office; the first one took place at 3:00 p.m. and the second at 6:30 p.m. 
Approximately 20 people attended these meetings including members of the 
Cultivary Crecer Support Group, the local State Council office, and Disability 
Rights California. A very informative PowerPoint presentation regarding our 
POS expenditure data was presented and distributed to attendees.

C. Self-Determination

The center has been receiving applications from individuals interested in serving 
on our Self Determination Volunteer Advisory Committee. The last day to 
submit an application is on March 31, 2015. Members of the community are 
currently inquiring about the self-determination program, but DDS is still 
developing informational materials and no further information has been provided 
to regional centers other than what was part of the statute. Ruth Janka is currently 
working with the Family Focus Resource Center to develop and promote 
informational sessions.

D. Legislative Visit

George and his team had their Grass Roots Week visit with Marco Santana, 
district representative for Senator Bob Hertzberg. Dawn indicated that it was 
very successful and Mr. Santana was really interested in learning more about the 
regional centers.

VI. Announcements / Information Items

A. Complete Meeting Evaluations

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

B. Next Meeting: Wednesday, April 29th, at 7:15 p.m.
VII. Executive Session

The committee went into executive session at 7:45 p.m.

A. Executive Director’s Evaluation (review summary report) - Deferred

B. Annual Report on Whistleblower Compliance

VII. Adjournment

Jenean adjourned the meeting at 8:05 p.m.

Submitted by,

Liliana Windover
Executive Administrative Assistant

[ecmin.mar25.2015]
The office of secretary is established in Article V, Section 8 of the bylaws of North Los Angeles County Regional Center. The secretary shall be a member of the Board of Trustees and elected by the Board of Trustees. The term of office shall be one (1) year with no limitation on the number of terms. The secretary shall serve on the Executive Committee.

The secretary shall:

• Review the minutes, taken by the secretary to the executive director, at meetings of the Board of Trustees, and sign the original copy of the minutes.

• Maintain a log or record of actions taken in executive session and transfer this record to his/her successor.

• Sign the original copy of the bylaws when revisions are made.

• Assure signature of Conflict of Interest Statements by each board member annually at the July meeting of the Board of Trustees. Following the receipt of the signed statements, reviews each one and, upon completion, forwards it to the secretary to the executive director for filing.

• Perform such other duties as may be prescribed by the Board of Trustees and the bylaws.
# Contract Summary and Board Resolution

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Contract Summary</th>
</tr>
</thead>
</table>
| 1   | Contract Overview:  
(New or Amendment) (POS or OPS) | New Nonresidential Negotiated Rate Agreement for  
Personal Assistance Services  
Purchase of Services |
| 2.  | The Name of Vendor or Service Provider | Tender Touch Homecare, Inc.  
PL1025-062, Personal Assistance |
| 3.  | The Purpose of the Contract | Effective July 1, 2014, the minimum wage in California  
increased from $8.00 per hour to $9.00 per hour.  
Welfare and Institutions Code ("WIC"), Section 4651.9(b)  
states that commencing on July 1, 2014, the regional  
center may negotiate a rate adjustment with providers  
regarding rates if the adjustment is necessary in order to  
pay employees no less than the minimum wage as  
established by Section 11812.12 of the Labor Code, as  
amended by Chapter 351 of the Statutes of 2013, and  
only for the purpose of adjusting payroll costs associated  
with the minimum wage increase. The rate adjustment  
shall be specific to the unit of service designation that is  
affected by the increased minimum wage, shall be  
specific to payroll costs associated with any increase  
necessary to adjust employee pay only to the extent  
necessary to bring pay into compliance with the increased  
state minimum wage, and shall not be used as a general  
earnage enhancement for employees paid above the  
increased minimum wage. Regional centers shall  
maintain documentation on the process to determine,  
and the rationale for granting, any rate adjustment  
associated with the minimum wage increase.  
A service provider is classified as a Personal Assistance  
vendor if the service provider provides personal  
assistance and support to consumers. |
| 5.  | The Total Amount of the Contract | The projected annual value of the contract is $1,467,321  
per year.  
The projected total value of the contract over the  
contract term is $2,934,642. |
| 6.  | The Rate of Payment or Payment Amount | Payment will be reimbursed to the service provider based  
on 1) the actual services authorized; 2) the authorized  
rate; and 3) the services actually provided. |
The North Los Angeles County Regional Center’s (NLACRC) Administrative Affairs Committee reviewed and discussed the Nonresidential Negotiated Rate Agreement for Personal Assistant Services and is recommending an action of the Executive Committee to act on behalf of the Board of Trustees to authorize any Officer of the corporation to execute the Nonresidential Negotiated Rate Agreement for Personal Assistance Services without material changes, but otherwise on such terms deemed satisfactory to such Officer.

Daniel Becerra, Board Treasurer

March 25, 2015

Date

Contract Summary and Board Resolution

The NLACRC Executive Committee reviewed and discussed the Nonresidential Negotiated Rate Agreement for Personal Assistance Services ("Contract") for Tender Touch HomeCare, Inc., a California corporation, and passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the Nonresidential Negotiated Rate Agreement for Personal Assistance Services between NLACRC and Tender Touch Homecare, Inc. (the “Contract”) has been reviewed and is hereby approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on March 25, 2015. The Executive Committee on behalf of the Board hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s counsel may advise, and on such further terms and conditions as such officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such officer.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Debra Newman, Board Secretary

March 25, 2015
Government & Community Relations Committee
North Los Angeles County Regional Center  
Government & Community Relations Committee  
Meeting Minutes  
March 18, 2015

Present:  Dorothy Daniels, Myriam Jovel, Debra Newman, Sean Stalbaum, Angela White, and Tavia Wooley – Committee Members  
Jessica Gould – Board Member  
Richard Dier and Cheryl Hendrickson – Guests  
Michelle Heid – Vendor Advisory Committee Representative  
Diane Ambrose, Sara Iwahashi, Jennifer Kaiser, and George Stevens – Staff Members

Absent:  Lou Paparozzi

I. Call to Order & Introductions

Tavia Wooley, chair, called the meeting to order at 7:02 p.m.

II. Public Input

Jennifer explained that the building’s landlord is going to start charging for parking after-hours, so Jennifer will be giving board members validation cards that they can put into the kiosk in the lobby to receive an exit card.

III. Consent Items

A. Approval of Agenda

Item IV.A.3 was deleted and Item IV.A.4. was re-named.

M/S/C (D. Daniels/D. Newman) To approve the agenda as modified.

B. Approval of Minutes of November 19th Meeting

M/S/C (D. Daniels/A. White) To approve the minutes as presented.

IV. Committee Business

A. Legislative Update
Sara provided everyone with the updated bill file; the bills are still in their early stages. Sara also provided informational sheets from Senate Carol Liu's office on 2 of her bills:

- SB 492 (Coordinated Care Initiative Consumer Bill of Rights)
- SB 547 (Department of Community Living)

December 11th is the last day for bills to be passed, but if bills don’t pass they can always become 2-year bills. Sara also provided information about AB 796 (Nazarian). This bill is concerning because it would expand the eligibility for qualified autism service professionals to include people with just a bachelor of arts or science degree. Currently, autism service professionals must be board-certified behavior analysts. The purpose of this bill is to lower the standards so than more people would be able to provide autism services, but it would undermine the regional centers' efforts to provide evidence and outcome-based standards.

1. **NLACRC Grass Roots Week: March 30th to April 3rd**
   Tavia and her team (including her brother Anthony) met with Assembly Member Tom Lackey. The night before the meeting, she met the Assembly member at his open house. He was very impressed with Anthony and focused much of his attention on him. Anthony has worked at Desert Haven in the Antelope Valley for 17 years. Tavia reported that it was a great meeting and she hopes other board members have a similar positive experience.

   Michele’s team (including her son Tyler) met with a staffer for Assembly Member Scott Wilk. One the Assembly member found out that Michele had brought her son to the meeting, he scheduled a second meeting so he could have the opportunity to meet him.

   Angela will be going on her visit tomorrow.

   Board members were encouraged to bring their child with them to their legislative meetings and if that wasn’t possible, to bring a photo along with a personal story.

2. **ARCA Grass Roots Day: Wednesday, April 15th (Sacramento)**

   Each year, ARCA asks each regional center to send a team to Sacramento to visit with legislators at the State Capitol. This year's team members will
be: Michele Marra (staff lead); Tavia and her brother; Jenean Glover, and Rebecca Leinhard (executive director, Tierra del Sol Foundation).

3. **Town Hall “Million Letter Campaign” Meetings**

Per the announcement made at the last board meeting, this committee will be organizing 3 town hall meetings, one in each valley, that will be facilitated by board members. The purpose of these meetings is to initiate a letter-writing campaign to the Governor to get him to include the 10% increase for regional centers and service providers in the state budget. Dorothy suggested that we make the meetings into a production by capturing them on film. We could use the film in the future as a tool in our toolbox to share with legislators and others.

**Action:** Tavia, Dorothy, Angela, Jessica, and Cheryl volunteered to form a subcommittee to work out the details of the town hall meetings.

**Action:** George will find a volunteer from the service provider community to serve on the subcommittee.

B. **Draft Social Media Policy/Guidelines** – **Deferred**

C. **Special Olympics World Games** - Update

Yolanda Bosch, our director of community services, has volunteered to be the team captain for our regional center’s involvement in the games. Interested staff will be able to participate in “fans in the stands.” We will have a volunteer section on our website for those who would like to participate. This will be a 4-hour time commitment. More details to come!

V. **Board Meeting Agenda Items**

The following items were identified for the committee’s section of the April 8th board meeting agenda:

A. Minutes of March 18th Meeting
B. Legislative Update
C. NLACRC Grass Roots Week: March 30th – April 3rd
D. ARCA Grass Roots Day: Wednesday, April 15th (Sacramento)
E. Town Hall “Million Letter Campaign” Meetings
F. Special Olympics World Games - Update
VI. Announcements / Information / Public Input

A. Complete Meeting Evaluations

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

B. Next Meeting: Wednesday, April 15th

VII. Adjournment

Tavia adjourned the meeting at 8:05 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

[gcrmin.mar18.2015]
<table>
<thead>
<tr>
<th>Bill No. &amp; Author</th>
<th>Title/Description</th>
<th>Status</th>
<th>Schedule or Final Action</th>
<th>Position</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB 286</td>
<td>Developmental services: supported living services. This bill would require direct care workers providing supported living services to satisfactorily complete 15 hours of training in behavioral intervention within 3 months from the date the provider was hired.</td>
<td>2/23/15 – Committee on Human Services</td>
<td></td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 304</td>
<td>Sick leave. Placeholder.</td>
<td>2/13/15 – From printer.</td>
<td></td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 449</td>
<td>Individuals with disabilities: savings accounts. This bill would express the intent of the Legislature to enact legislation that would implement the federal ABLE Act in California to ensure that people with disabilities can save for the future to achieve greater independence.</td>
<td>2/24/15 – From printer.</td>
<td></td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 461</td>
<td>Coordinated Care Initiative. This bill would authorize a beneficiary receiving services through a regional center who resides in the County of San Mateo to participate voluntarily in a demonstration project that enables beneficiaries dually eligible for the Medi-Cal program and the Medicare Program to receive a continuum of services that maximizes access to, and coordination of, benefits between the programs.</td>
<td>3/5/15 – Committee on Health</td>
<td></td>
<td>ARCA recommends Support position.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------------</td>
<td>--------</td>
<td>--------------------------</td>
<td>----------</td>
<td>---------</td>
</tr>
<tr>
<td>AB 563 Assembly Member Patty Lopez (D)</td>
<td>Developmental services. This bill would require the State Department of Developmental Services and the California Department of Aging develop guidelines and protocols establishing best practices for providing services and supports to aging consumers with developmental and intellectual disabilities.</td>
<td>3/9/15 – Committees on Human Services &amp; Aging &amp; Long Term Care</td>
<td></td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 564 Assembly Member Susan Eggman (D)</td>
<td>Regional centers: parental fees. Placeholder.</td>
<td>2/25/15 – From printer.</td>
<td>3/27/15 – May be heard in committee.</td>
<td></td>
<td>ARCA tracking.</td>
</tr>
<tr>
<td>AB 643 Assembly Member Adrin Nazarian (D)</td>
<td>Emergency services: Silver Alerts. This bill would authorize the Silver Alert to be made by changeable message sign.</td>
<td>3/9/15 – Committees on Transportation, Aging &amp; Long Term Care.</td>
<td></td>
<td>ARCA recommends Support position.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>--------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>AB 796 Assembly *Adrin Nazarian (D)</td>
<td>Health care coverage: autism and pervasive developmental disorders. This bill would expand the eligibility for a person to be a qualified autism service professional to include a person who possesses a bachelor of arts or science degree and meets other specified requirements, a registered psychological assistant, a registered psychologist, or an associate clinical social worker.</td>
<td>3/12/15 — Committees on Health and Business and Professions.</td>
<td>ARCA tracking</td>
<td>ARCA is concerned about this bill because health plans could look at this as a cost saver for behavior intervention services because the cost is much less than traditional ABA services.</td>
<td></td>
</tr>
<tr>
<td>AB 918 Assembly *Mark Stone (D)</td>
<td>Health and care facilities: seclusion and behavioral restraints. This bill would require certain facilities to report to the protection and advocacy agency designated by the Governor each death or serious injury of a person occurring during, or related to, the use of seclusion or behavioral restraints.</td>
<td>3/16/15 — Committee on Health.</td>
<td>3/29/15 — May be heard in committee.</td>
<td>ARCA tracking</td>
<td></td>
</tr>
<tr>
<td>AB 962 Assembly *Brian Maienschein (R)</td>
<td>Sex offenses: disabled victims. This bill would add the crimes of rape, sexual penetration, sodomy, and oral copulation, perpetrated against a person who is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, to the above provisions, if the victim is developmentally disabled, as defined.</td>
<td>3/16/15 — Committee on Public Safety.</td>
<td>3/29/15 — May be heard in committee.</td>
<td>ARCA tracking</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>-------------------------------------</td>
<td>--------------------------</td>
<td>----------------</td>
<td>------------------</td>
</tr>
<tr>
<td>AB 987 Assembly Member Marc Levine (D)</td>
<td>Employment discrimination: unlawful employment practices. This bill would prohibit an employer or other covered entity from retaliating or otherwise discriminating against a person for requesting accommodation of his or her disability or religious beliefs, regardless of whether the accommodation request was granted.</td>
<td>3/16/15 — Committee on Labor &amp; Employment</td>
<td>3/29/15 — May be heard in committee 3/29.</td>
<td>ARCA recommends Support position.</td>
<td></td>
</tr>
<tr>
<td>AB 1054 Assembly Member Autumn Burke (D)</td>
<td>Home care services: licensing and registration: regional center vendors. This bill would include in the definition of home care organization, for purposes of the act, an organization that is vendored or contracted through a regional center or the State Department of Developmental Services to provide services and supports for persons with developmental disabilities when funding for those services is provided through the State Department of Developmental Services and more than 50 percent of the recipients of the home care services provided by that organization are persons with developmental disabilities and would make individuals who work in those organizations home care aides, for purposes of the act.</td>
<td>2/27/15 — From printer.</td>
<td>3/29/15 — May be heard in committee.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>-------------------------</td>
<td>--------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>AB 1147 Assembly Member Brian Maienschein (R)</td>
<td>Health facilities: pediatric day health and respite care facilities. This bill would authorize an individual who is 22 years of age or older to continue to receive care in a pediatric day health and respite care facility, if the facility receives approval from the department for a Transitional Health Care Needs Optional Service Unit.</td>
<td>3/2/15 – Read first time.</td>
<td>3/31/15 – May be heard in committee.</td>
<td>ARCA recommends Support position.</td>
<td></td>
</tr>
<tr>
<td>AB 1285 Assembly Member Tony Thurmond (D)</td>
<td>Developmental services: regional centers. Placeholder bill.</td>
<td>3/2/15 – Read first time.</td>
<td>3/31/15 – May be heard in committee.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 1379 *Assembly Member Adrin Nazarian (D)</td>
<td>Charter school: pupils with disabilities. This bill would authorize a charter school to exempt a pupil with a moderate to severe disability from the public random drawing if the pupil is eligible for, and seeks placement in, a specialized program operated by the charter school that is designed for pupils with moderate to severe disabilities.</td>
<td>3/2/15 – Read first time.</td>
<td>3/31/15 – May be heard in committee.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 1400 Assembly Member Miguel Santiago (D)</td>
<td>Developmental services: regional centers. This bill would require all regional center contracts or agreements with service providers that provide in-home respite services to expressly require that at least 85% of regional center funds be spent on direct service expenditures, as defined.</td>
<td>3/2/15 – Read first time.</td>
<td>3/31/15 - May be heard in committee.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>-------------------</td>
<td>------------------</td>
<td>--------</td>
<td>--------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>AB 1404 Assembly Member Shannon Grove (R)</td>
<td>Income taxes: credit: employees with disabilities. This bill, for taxable years beginning January 1, 2016, would allow a credit under those laws to an employer who employs in this state, an individual with a disability who may be paid a special minimum wage, and pays the qualified employee a wage equal to or exceeding the minimum wage during the taxable year.</td>
<td>3/2/15 — Read first time. Introduced: 2/27/15</td>
<td>3/31/15 — May be heard in committee.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>AB 1405 Assembly Member Shannon Grove (R)</td>
<td>Developmental centers: closure. This bill would require the department to close the Fairview &amp; Sonoma DC and create a taskforce to determine the use of the properties and a plan for benefiting individuals with developmental disabilities in community-based programs and settings.</td>
<td>3/2/15 — Read first time. May be heard in committee 3/31.</td>
<td></td>
<td></td>
<td>Will be brought up for discussion at March ARCA board meeting.</td>
</tr>
<tr>
<td>AB 1467 *Assembly Member Richard Bloom</td>
<td>Care facilities: civil penalties. This bill would increase the amount of civil penalties to be imposed for a licensing violation under those provisions, and would impose civil penalties for a repeat violation of those provisions, as specified.</td>
<td>3/2/15 — Read first time.</td>
<td>3/31/15 — May be heard in committee.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------------</td>
<td>--------</td>
<td>--------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>ACR 38 Assembly Member Cheryl Brown (D)</td>
<td>California Task Force on Family Caregiving. This measure would establish the California Task Force on Family Caregiving, to collaborate with a broad range of stakeholders to examine resources available to caregivers and make legislative recommendations regarding the development of an Internet Web site containing resources for caregivers, the enhancement of outreach and education efforts, and the development of a caregiver screening and assessment tool.</td>
<td>3/1/15 – From printer.</td>
<td>2/27/15</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>SB 3 Senator Mark Leno (D)</td>
<td>Minimum wage adjustment. This bill would increase the minimum wage, on and after January 1, 2016, to not less than $11 per hour, on and after July 1, 2017, to not less than $13 per hour. The bill the annual automatic adjustment to maintain employee purchasing power diminished by the rate of inflation during the previous year.</td>
<td>3/11/15 – Committee on Labor &amp; Industrial Relations.</td>
<td>3/11/15</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------</td>
<td>-------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| **SB 11**  
This bill would require Peace Officer Standards & Training (POST) to include in its basic training course an evidence-based behavioral health classroom training course to train law enforcement officers to recognize, deescalate, and refer persons with mental illness or intellectual disability who are in crisis.  
Amended: 2/26/15  
Introduced: 12/1/14 |
| **SB 29**  
This bill would require Peace Officer Standards & Training (POST) to require field training officers who are instructors for the field training program to have 40 hours of evidence-based behavioral health training.  
Amended: 2/26/15  
Introduced: 12/1/14 |
| **SB 69**  
Senator Mark Leno  
(D) | Budget Act of 2015.  
This bill would make appropriations for the support of state government for the 2015-16 fiscal year. This bill would declare that it is to take effect immediately as a Budget Bill.  
Introduced: 1/9/15 |
| **Status** | **Schedule or Final Action** |
| 3/5/15 – Committee on Public Safety.  
Amended: 2/26/15  
Introduced: 12/1/14 | 4/7 – Set for hearing.  
ARCA recommends Support position. |
| 3/5/15 – Committee on Public Safety.  
Amended: 2/26/15  
Introduced: 12/1/14 | 4/7 – Set for hearing.  
ARCA recommends Support position. |
| 1/12/15 – Read first time.  
Introduced: 1/9/15 | ARCA tracking. |
<table>
<thead>
<tr>
<th>Bill No. &amp; Author</th>
<th>Title/Description</th>
<th>Status</th>
<th>Schedule or Final Action</th>
<th>Position</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>SB 128 Sen. Lois Wolk (D)</td>
<td>End of life. This bill would enact the End of Life Option Act authorizing an adult who meets certain qualifications, and who has been determined by his or her attending physician to be suffering from a terminal illness, as defined, to make a request for medication prescribed pursuant to these provisions for the purpose of ending his or her life.</td>
<td>3/17/15 – Committee on Health. 3/17/15 – Amended.</td>
<td>2/27/15 – Set for hearing 3/25/15.</td>
<td>ARCA tracking.</td>
<td>There is concern that this bill will split the DD community. It was suggested not to take a position and recommended that the bill be shared at the ARCA board meeting and moved to a list of tracked bills.</td>
</tr>
<tr>
<td>SB 324 *Sen. Fran Pavley (D)</td>
<td>Income taxation: savings plans: Qualified ABLE program. The bill would also establish in state government a qualified ABLE program and the Qualified ABLE Fund for purposes of implementing the federal ABLE act. The bill would require the Treasurer to administer the program in compliance with the requirements of the federal ABLE act.</td>
<td>3/5/15 – Committee on Governance &amp; Finance.Introduced: 2/23/15</td>
<td>3/26/15 – May be acted upon on or after this date.</td>
<td>ARCA recommends Support position.</td>
<td></td>
</tr>
<tr>
<td>SB 490 Sen. Jim Beall (D)</td>
<td>Regional centers: audits. This bill would require an entity to obtain an independent audit or review report of its financial statements relating to payments made by regional centers if it receives payments between $500,000 and $2,000,000 from one or more regional centers and would authorize these entities to apply for, and require the regional center to grant, a 2-year exemption from this requirement if the regional center does not find issues in the audit or review that have an impact on regional center services.</td>
<td>3/12/15 – Committees on Human Services &amp; AppropriationsIntroduced: 2/26/15</td>
<td>3/29/15 – May be acted upon on or after this date.</td>
<td>ARCA recommends Support position.</td>
<td></td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------------</td>
<td>--------</td>
<td>--------------------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td><strong>SB 492</strong>&lt;br&gt;<em>Sen. Carol Liu (D)</em></td>
<td>Coordinated Care Initiative: Consumer Bill of Rights.&lt;br&gt;This bill would establish the Coordinated Care Initiative Consumer Bill of Rights, which would set forth rights to which an individual receiving care under the CCI would be entitled, including, but not limited to, rights to self-direction and choice, quality, flexibility, and accessibility of service, cultural competence, and an appropriate grievance and appeal process, as specified.</td>
<td>3/12/15 – Committee on Health.</td>
<td>3/29/15 – May be acted upon on or after this date.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td><strong>SB 547</strong>&lt;br&gt;<em>Sen. Carol Liu (D)</em></td>
<td>Long-term care: Assistant Secretary of Aging and Long-term Care: Department of Community Living.&lt;br&gt;This bill would establish the Dept. of Community Living within the Calif. Health &amp; Human Services agency. The dept. would serve as the single-state-level contact on issues of aging and long-term care, oversee statewide long-term care service delivery, promoted coordinated long-term care service delivery and access to home and community-based services at the local and regional level.</td>
<td>3/17/15 – Committees on Governmental Organization &amp; Health.</td>
<td>4/14/15 – Set for hearing.</td>
<td></td>
<td>Will be brought up for discussion at March ARCA board meeting.</td>
</tr>
<tr>
<td><strong>SB 638</strong>&lt;br&gt;Sen. Jeff Stone (R)</td>
<td>Developmental services: funding.&lt;br&gt;This bill would require the department to submit a plan to the Legislature by August 1, 2016, to ensure the sustainability, quality, and transparency of community-based services for individuals with developmental disabilities.</td>
<td>3/12/15 – Committee on Human Services</td>
<td>4/1/15 – May be acted upon on or after this date.</td>
<td></td>
<td>ARCA says Stone is a newly elected member of the Senate and strong supporter of the RC system as he has a grandchild served by RC. He is one of 3 members of the budget subcommittee. To be discussed at ARCA board meeting.</td>
</tr>
<tr>
<td>Bill No. &amp; Author</td>
<td>Title/Description</td>
<td>Status</td>
<td>Schedule or Final Action</td>
<td>Position</td>
<td>Comments</td>
</tr>
<tr>
<td>------------------</td>
<td>------------------</td>
<td>--------</td>
<td>--------------------------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>SB 639 Sen. Jeff Stone (R)</td>
<td>Developmental centers: closure. This bill would require the department to submit a plan to the Legislature by April 1, 2016, to close the Sonoma Developmental Center and the Fairview Developmental Center.</td>
<td>3/12/15 – Committee on Human Services</td>
<td>4/1/15 – May be acted upon on or after this date.</td>
<td></td>
<td>Will be brought up for discussion at March ARCA board meeting.</td>
</tr>
<tr>
<td>SB 644 Sen. Loni Hancock (D)</td>
<td>State employment: Limited Examination and Appointment Program. This bill would require the competitive examination for a person with an intellectual or developmental disability, as defined, to consist of a competitive internship with a state agency that is not less than 1,024 hours in duration and require the department to refer the names of eligible applicants who successfully complete the internship to the appointing powers for examination appointments.</td>
<td>3/12/15 – Committees on Public Employment &amp; Retirement Introduced: 2/27/15</td>
<td>4/1/15 – May be acted upon on or after this date.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
<tr>
<td>SB 780 Sen. Tony Mendoza (D)</td>
<td>Psychiatric technicians and psychiatric technician assistants: overtime. This bill would prohibit a PT or psychiatric technician assistant (PTA) employed by the State of California in a specified type of facility from being compelled to work in excess of the regularly scheduled workweek or work shift, except under certain circumstances. The bill would authorize a PT or PTA to volunteer or agree to work hours in addition to his or her regularly scheduled workweek or work shift, but the refusal to accept those additional hours would not constitute patient abandonment or neglect or be grounds for discrimination, dismissal, discharge, or any other penalty or employment decision adverse to the PT or PTA.</td>
<td>3/2/15 – Read first time. Introduced: 2/27/15</td>
<td>4/1/15 – May be acted upon on or after this date.</td>
<td>ARCA tracking.</td>
<td></td>
</tr>
</tbody>
</table>
SUMMARY
SB 492, the Coordinated Care Initiative (CCI) Consumer Bill of Rights, sets forth the rights afforded to individuals enrolled in CCI. These include, but are not limited to, consumer self-direction and choice and flexibility in access to quality services and supports. The bill requires the Department of Health Care Services to post the CCI Consumer Bill of Rights on the department website and to disseminate hard copies to consumers upon request. The Bill of Rights would also be made available to the public in multiple languages.

BACKGROUND
SB 1008 and 1036 (2012) created California’s Coordinated Care Initiative (CCI) as a pilot program to provide integrated delivery of services and supports to the state’s low-income older adults and persons with disabilities. The CCI consists of both Cal MediConnect and Managed Medi-Cal Long-Term Supports and Services (MLTSS).

Individuals enrolled in the CCI are: (1) dual eligibles, those who qualify for both Medicare and Medi-Cal (who are both low-income and 65 years and older and/or persons with disabilities) and (2) Medi-Cal only seniors and persons with disabilities who receive long-term supports and services through managed care.

CCI implementation began in 2014 with five counties but has since expanded to seven: Los Angeles, Orange (August 2015), Riverside, San Bernardino, San Diego, San Mateo, and Santa Clara.

As of January 2015, 122,908 individuals across the state’s counties have been enrolled in Cal MediConnect (CMC).1 Approximately 1.1 million dual eligibles are enrolled in CCI; seven in ten are ages 65 and older, the majority of which are women. Approximately one in three is a younger person with disabilities.2

PURPOSE
CCI consumers remain one of the most vulnerable populations in California’s health care system. CCI rollout has not gone smoothly in some counties resulting in confusion among both consumers and providers. The rights of this fragile population of consumers are not codified in law. SB 492 will help increase awareness of the CCI program and place an emphasis on serving the consumer with truly integrated and coordinated care.

SOLUTION
SB 492:
• Provides consumers with a clear sense of their rights as qualified individuals enrolled in the CCI program.
• Improves access to programs and services, in addition to increasing consumer awareness by providing relevant information on programs and services.
• Honors cultural and linguistic competency in communicating with CCI beneficiaries.

SPONSOR
None

SUPPORT
The Arc California
California Association of Caregiver Resource Centers
California Council of the Blind
County Welfare Directors Association
Harris Family Center for Disability and Health Policy
LeadingAge California
LifeLong Medical

OPPOSITION
None known at this time

2 http://www.calduals.org/background/ca_duals_demo/
SUMMARY

SB 547 (Liu) implements three recommendations from the Senate Select Committee 2014 Final Report, *A Shattered System: Reforming Long Term Care in California.* The bill:

- Creates an Assistant Secretary of Aging and Long Term Care (LTC) Coordination within the Health and Human Services Agency to be appointed by the Governor and confirmed by the Senate.
- Requires The Health and Human Services Agency (under the direction of the Assistant Secretary of Aging and Long Term Care Coordination) to develop a state- and system-wide LTC Plan with clear benchmarks and timelines that reflects a vision and serves as a blueprint for setting state priorities and maximizing the use of limited resources.
- Creates The Department of Community Living (DCL) within the Health and Human Services Agency to provide for coordinated and integrated administration and delivery of aging and long term care services and supports now distributed among six different departments. DCL would align, to the extent practicable, with the federal government’s Administration for Community Living.

THE PROBLEM

California’s population of residents 65 years old and older will grow from about 13 percent of the population to almost 20 percent of the population by 2030. The state is not prepared for this “silver tsunami.” The overwhelming conclusion the Senate Select Committee on Aging and Long Term Care drew from its research and public hearings is that California’s aging and long term care “system” of services and supports is fragmented to the point of being almost impossible for consumers, caregivers, and providers, to navigate.

Furthermore, access to services is not consistent across the state and is especially limited in rural areas. Finally, the state is ill-prepared to address the needs of this increasingly culturally and ethnically diverse population.

Page 16 and Tab 3 of the Select Committee Report illustrate the finding that 112 different aging and long term care programs are spread across 20 different agencies and departments.

Fragmentation of programs at the state, regional, and local levels, creates major systems issues:

- Consumers struggle to identify and access necessary home and community-based services, resulting in increased likelihood of hospitalization and institutional placements;
- The state administrative structure lacks coordinated oversight and accountability across programs to monitor and improve system quality; and
- Programs lack consistent and meaningful data across the system. Without data to inform policy direction, policy makers are left with little capacity to identify and respond to issues and trends.

SOLUTION

SB 547 institutes systemic change that will enable California to develop a comprehensive and integrated Aging and Long Term Care Services and Supports administration and delivery system.

SPONSOR
None

SUPPORT
None

OPPOSITION
None known at this time

To review the Select Committee’s 2014 Final Report see:
Los Angeles is a city full of movie stars and all-stars. But in 2015, thousands of Special Olympics athletes will be the true stars.

Arriving from all corners of the world, 7,000 athletes will take the global stage in Los Angeles and show the world incredible courage, unwavering determination, and sheer joy. By living out their dreams in front of the world, they will open hearts and minds, and expand our collective sense of acceptance and inclusion.

FACTS AND FIGURES

- Athletes: 7,000
- Coaches: 3,000
- Countries Represented: 177
- Duration: 9 Days
- Number of Events: 25

The 2015 World Games will be the largest event hosted by Los Angeles since the 1984 Olympic Games. The venues will be world-class, including Special Olympics Athlete Villages at USC and UCLA, and a star-studded Opening Ceremony on July 25, 2015 at the Los Angeles Memorial Coliseum, site of the 1932 and 1984 Olympic Games.

25 SPORTING EVENTS

Aquatics, Athletics, Badminton, Basketball, Beach Volleyball, Bocce, Bowling, Cycling, Equestrian, Football (Soccer), Golf, Gymnastics, Half Marathon, Handball, Judo, Kayaking, Open Water Swimming, Powerlifting, Roller Skating, Sailing, Softball, Table Tennis, Tennis, Triathlon and Volleyball.

SPECIAL PROGRAMS

HOST TOWN: For the three days preceding the Opening Ceremony, as many as 100 towns and cities across Southern California will host delegations from around the world. Athletes will get the welcome of a lifetime and, along with members of their Host Town, will take part in a fun schedule of cultural and sports activities.

HEALTHY ATHLETES: Volunteer healthcare professionals will provide athletes with free exams and services in seven clinical areas. Athletes will receive referrals for follow-up care, prescription eyewear, hearing aids and other life-changing care. Medical volunteers return to their schools and medical practices with the experience and desire to better treat people with intellectual disabilities.
Make the Special Olympics World Games truly memorable. Get involved today!

The ultimate goal of the Special Olympics World Games is to create a world that fully accepts and includes all people with intellectual disabilities – and ultimately all people with differences. Special Olympics Founder Eunice Kennedy Shriver recognized this Movement would transform the world, one community at a time.

BE A VOLUNTEER

It will take 30,000 caring and committed volunteers to make sure that the Special Olympics athletes get the experience of a lifetime. Whether you can speak a foreign language, assist a team, or become an official Fan in the Stands to cheer on the athletes, visit LA2015.org/volunteer to sign up. If you’d like to get even more involved by hosting international athletes prior to the games by organizing a Host Town, visit LA2015.org/host-town.

SUPPORT AN ATHLETE

It takes $2,500 to fund one athlete’s participation in the World Games 2015. Join the Support An Athlete campaign and raise $2,500 with your family and friends. You’ll be paired with an athlete competing at the World Games and can follow your athlete’s progress during the competition. Visit support.LA2015.org to see how much has been raised and to get started with your page.

MAKE A DONATION

Every contribution helps. Give a gift at LA2015.com/donate and know that you’re helping to expand the acceptance and inclusion of people with intellectual disabilities in communities around the world.

BECOME A SPONSOR

Join some of the most respected companies in the world and become an official sponsor of the Special Olympics World Games. To find out how, please contact Brian Erickson, Senior Vice President of Sales, at sponsor@LA2015.org.

STAY IN TOUCH ONLINE

Follow us on: Twitter @LA2015  Instagram @LA2015
Like us on Facebook at http://www.fb.com/LA2015
Subscribe to the World Games newsletter
Attendance Sheets & Meeting Evaluation
### North Los Angeles County Regional Center
### Board of Trustees

#### Board Meeting Attendance
#### FY 2014-15

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Becerra</td>
<td>X</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>X</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
</tr>
<tr>
<td>Dorothy Daniels</td>
<td>P*</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Craig Girard</td>
<td>P</td>
<td>Ab</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Jenean Glover</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Dawn Hamilton</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Juan Hernandez (CAC Chair)</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Duane Joslin</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Myriam Jovel</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
</tr>
<tr>
<td>Jenni Moran (VAC Chair)</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
</tr>
<tr>
<td>Debra Newman</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Lou Paparozzi</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Sean Stalbaum</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Angela White</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>Tavia Wooley</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
</tr>
<tr>
<td>~ open position ~</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**X** = No meeting held  
**P** = Present  
**Ab** = Absent  
**= Visitation

[attend.board1415] Updated March 12, 2015
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Becerra (AA)</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>P</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Dorothy Daniels (CS)</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>X</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>P</td>
</tr>
<tr>
<td>Craig Girard (SPC)</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td></td>
<td>Ab</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Jessica Gould (NC)</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Juan Hernandez (CAC)</td>
<td>X</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Dawn Hamilton (NC)</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Myriam Jovel (CS)</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Jenni Moran (VAC)</td>
<td>X</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Debra Newman (EC)</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>X</td>
<td>P</td>
<td>X</td>
</tr>
<tr>
<td>Lou Paparozzi (GCR)</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>Ab</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>William Rayber (SPC)</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Sean Stalbaum (GCR)</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>Ab</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Angela White (GCR)</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>P</td>
<td>P</td>
<td>Ab</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Tavia Wooley (NC)</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>P</td>
<td>P</td>
<td>P</td>
<td>X</td>
<td>P</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

~ open position ~

X = No meeting held  P = Present  Ab = Absent  * = Not a regularly scheduled meeting  T = Transportation problem

[attend:mtgs.1415] Updated March 31, 2015
Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee’s absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 02-10-99)
### North Los Angeles County Regional Center
#### Board of Trustees

### Meeting Evaluation

**Name:** ______________________________________________

**Comments:** __________________________________________

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Did the meeting follow the agenda?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>2. Did the meeting begin as scheduled?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>3. Did the meeting end as scheduled?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>4. Did you receive written or verbal information about the issues on the agenda?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>5. Did the information received enable you to make informed decisions?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>6. Did the issues concern:</td>
<td></td>
</tr>
<tr>
<td>a. Consumers?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>b. Board operations?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>c. Committee business?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>d. Center operations?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>e. None of the above? (please specify below)</td>
<td></td>
</tr>
<tr>
<td>7. Did you feel prepared to participate in the meeting?</td>
<td>Yes ___  No ___</td>
</tr>
<tr>
<td>8. What would you like more information about?</td>
<td></td>
</tr>
</tbody>
</table>