Minutes of Regular Meeting of North Los Angeles County Regional Center Board of Trustees

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, 9200 Oakdale Avenue, Chatsworth, California, on April 11, 2018.

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<th>Trustees Present</th>
<th>Trustees Absent</th>
<th>Staff Present</th>
<th>Guests</th>
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<tr>
<td>Manuel Alfaro</td>
<td>Curtis Wang</td>
<td>Ruth Janka</td>
<td>Arnulfo Jackson</td>
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<td>Elizabeth Badger</td>
<td>Jennifer Kaiser</td>
<td>Michele Marra</td>
<td>Sharoll Jackson</td>
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<td>Daniel Becerra</td>
<td>Kim Rolfes</td>
<td>George Stevens</td>
<td>Veronica Maio</td>
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<td>Elena Burnett</td>
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<td>Precious Malumfashi</td>
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<td>Adelina Castellanos</td>
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<td>Angelina Martinez</td>
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<td>Melissa Ferman</td>
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<td>Jessica Martinez</td>
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<td>Lesly Forbes</td>
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<td>Jessica Gould</td>
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<td>Pat Grayson-DeJong</td>
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<td>Michelle Heid</td>
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<td>Erika Hernandez, Intern</td>
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<td>Ismael Maldonado</td>
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<td>Lillian Martinez</td>
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<td>Meagan Miller</td>
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<td>Caroline Mitchell</td>
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<td>Bridget Moss</td>
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<td>Debra Newman</td>
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<td>Louis Paparozzi</td>
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<td>Jeremy Sunderland</td>
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<td>Todd Withers</td>
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1. **Call to Order & Introductions**

Debra Newman, president, called the meeting to order at 6:34 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 102)*

   M/S/C (D. Becerra/L. Forbes) To approve the revised agenda as presented.
B. Approval of March 14th Meeting Minutes (Packet #1, page 8)

M/S/C (D. Becerra/E. Burnett) To approve the minutes as presented.

4. Committee Action Items (Packet #1, page 16)

A. Administrative Affairs: Approval of Contracts (Dan Becerra)

1. PathPoint (PL1205-055)
2. Diverse Journeys, Inc. (PL0696-055)
3. Compassion Group Homes (PL1680-109)
4. Sunshine Residential Home, LLC (PL1678-109)
5. United Cerebral Palsy (P24747-110)
6. United Cerebral Palsy (PL1107-110)
7. United Cerebral Palsy (PL1108-110)
8. Minasyan Dental, Inc. (PL1681-715)
9. The Adult Skills Center (PL1679-612)
10. Audrey Musni, PsyD (PL1684-785)

M/S/C (B. Moss/D. Becerra; Abstention: M. Heid) To approve the 10 contracts listed above as presented.

11. Supported Living Services (Group - 896)

M/S/C (C. Mitchell/P. Grayson-DeJong; Abstention: M. Heid) To approve the contract with the 20 supported living service providers as presented.

B. Government & Community Relations (Meagan Miller)

1. Support Position on AB 2244 (Acosta)
2. Support Position of AB 3200 (Kalra)
3. Support Position on SJR 19 (Wilk)

Information about these 3 bills were included in the meeting packet.

M/S/C (L. Paparozzi/D. Becerra) To approve supporting AB 2244 (Acosta), AB 3200 (Kalra), and SJR 19 (Wilk).

5. Additional Action Items (Packet #2, page 106)
A. **Administrative Affairs:** Approval of Contracts (Dan Becerra)

1. Windes, Inc. (First Amendment)
2. Holding Hands, Inc. (PL1682-028)
3. Holding Hands, Inc. (PL1683-028)
4. Tierra del Sol Foundation (PL1296-055)

M/S/C (C. Mitchell/L. Forbes) To approve the 4 contracts listed above as presented.

6. **Director's Report** (*Packet #2, page 115*)

George Stevens addressed the following areas in his report: allocation methodology; state budget, legislation; and regional center operations. 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 attached to the report were a legislative update and information about the Department of Developmental Services' (DDS's) recent security breach.

7. **Association of Regional Center Agencies (ARCA)**

A. **Report on March 16th Meeting**

Debra reported that at the March 16th ARCA Board of Directors meeting, the ARCA board watched a very good DVD called, “Hire Me” by Actors for Autism; you can access the film at [www.rcocdd.com/hirememevideo](http://www.rcocdd.com/hirememevideo). Lavinia Johnson, executive director of Inland Regional Center, talked to the group about what it was like to have a terrorist attack at her center. Amy Westling, executive director of ARCA, gave the board an update on self-determination. Also, it was rather an emotional meeting as several members will be terming off of the ARCA board in June and talked about what being an ARCA delegate meant to them.

B. **Next ARCA Board of Directors Meeting:** June 22nd (Sacramento)

8. **Administrative Affairs Committee** (*Packet #2, page 152*)

A. **Minutes of the March 28th Meeting**

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

The financial report reflected that the center’s operations budget was $50,230,125 with no surplus or deficit projected. The purchase of service (POS) budget was $393,637,339 with a projected deficit (in the worst case) of $22,569,614. The family resource center budget is $115,413, which makes the center’s total budget for this fiscal year $443,982,877 at this point. We will eventually receive an allocation from DDS to make our POS budget whole.

C. **3rd Quarter Human Resources Report**

During the 3rd quarter, the center had 0 positions on hold, 11 new hires, 3 promotions, and 12 separations, with a quarterly turnover rate of 0.07%.

9. **Consumer Advisory Committee (Packet #2, page 168)**

A. **Minutes of the April 3rd Meeting**

The minutes were included in the meeting packet; please see Lesly Forbes with any questions.

10. **Consumer Services Committee (Packet #1, page 47)**

A. **Minutes of the March 21st Meeting**

The minutes were included in the meeting packet; please see Jessica Gould with any questions.

B. **Community Resource Development Fund (CRDF)**

Historically, DDS has provided community placement plan (CPP) funds to regional centers for the purpose of developing placements in the community for consumers living in developmental centers, which are being closed. Now that the developmental centers are nearly empty, the CPP will be phased out. In its place will be the CRDF which will provide funding for regional centers to support their most difficult to serve consumers in the community. The center will be developing a survey and holding public meetings to get input on what our local priorities should be. Our priorities need to be submitted to DDS by May 18th.

C. **Self-Determination Program Update**
DDS resubmitted the waiver to the Centers for Medicare and Medicaid Services (CMS) on March 13th. DDS has been working closely with CMS on the waiver changes so DDS is confident that CMS will approve the waiver within the 90 day timeline. NLACRC now has a work group to help the center prepare for implementing the program. As it is very important for the state to have consistency with its implementation of self-determination, a statewide work group will be formed to make sure there is consistency among the 21 regional centers.

D. Presentation of Proposed Changes to Service Standards

1. Individual Program Plan (IPP) Development
2. Family Supports & Living Arrangements
3. Educational and Vocational Services
4. Legal Services
5. Early Start

Proposed service standard changes were approved by the board in September and submitted to DDS for their review and approval. After their review, DDS asked that some additional changes be considered. The email from DDS outlining their suggestions, was provided to the board and Ruth reviewed the additional changes with the board. Any questions about the additional service standard changes should be submitted to Jessica Gould. The changes will be presented to the board for approval at next month’s board meeting.

11. Executive Committee (Packet #2, page 174)

A. Minutes of the March 28th Meeting

The minutes were included in the meeting packet; please see Debra Newman with any questions.

B. Action Taken to Accept FY 2016-17 Audited Financial Statement
C. Action Taken to Accept IRS Form 990 for Year 2016
D. Action Taken to Elect New Board Secretary
E. Action Taken to Adjust Board Budget

The Executive Committee took action, on behalf of the board, to:

1. Accept the center’s FY 2016-17 audited financial statement.
2. Accept the center’s IRS form 990 for 2016.
3. Elect Lou Paparozzi to serve as board secretary for the remainder of this fiscal year.
4. Move funds from one budget category to another in the board's budget in order to cover a shortfall.

F. Board Training in October: Union Negotiations

The board will have a training on union negotiations in October in lieu of a board meeting. This will be a closed board training.

G. Board Holiday Party at November Board Meeting

A holiday party will be incorporated into the November board meeting.

H. Annual Board Retreat: May 18th & 19th (Sheraton, Universal City)

Information about the retreat will be sent out next week.

I. Annual Board Dinner: June 23rd (Hyatt, Valencia)

Invitations to the board dinner will be sent out in late May after the board retreat is held.

12. Government & Community Relations Committee (Packet #1, page 57)

A. Minutes of the March 21st Meeting

The minutes were included in the meeting packet; please see Mcagan Miller with any questions.

B. Reports on The Arc/UCP Public Policy Conference

We sent 5 people to the 3-day public policy conference that was held last month in Sacramento: Jessica Gould, Michelle Heid, Steve Miller, Debra Newman, and Lillian Martinez. It was a very interesting conference and the participants felt they now had a better understanding of our system from a statewide perspective.

C. Reports on ARCA's Grass Roots Day
We sent 2 teams to Sacramento again this year to visit with legislators at the State Capitol as part of ARCA’s Grass Roots Day activities. The team members were: Elisa Hill and Evelyn McOmie (staff leads); Lesly Forbes and Lillian Martinez (board members); and Orli Almog and Michelle Heid (service providers). Lesly brought her mother along and Lillian brought her husband and son. The 2 teams participated in the ARCA dinner and training the night before and then visited with legislators the whole next day. The legislators they met with were knowledgeable about our issues and were very supportive. A long but successful day!

D. Disability Community Town Hall Meeting

George Stevens gave a full report on the April 5th town hall meeting during his director’s report.

E. Legislative Bill File

Copies of the committee’s bill file were included in the meeting packet; the committee is currently tracking 28 different bills that would have an effect on our system.

13. Nominating Committee (Packet #2, page 180)

A. Notes from the April 4th Conference Call

The notes were included in the meeting packet; please see Jeremy Sunderland with any questions.

B. Resignation of Reinwick Pole, Board Intern

Reinwick had to resign from his position as board intern due to excessive committee meeting absences.

C. Volunteers Needed to Serve as Secretary & ARCA Alternate

The Nominating Committee is looking for board members who would be willing to step up and take a leadership position on the board. Please contact Jeremy Sunderland if you are interested in serving as board secretary or ARCA alternate next fiscal year.
D. Activation of Ad Hoc Bylaws Committee: Additional Members Needed

Jeremy Sunderland and Bridget Moss are looking for additional board members to serve with them on the Ad Hoc Bylaws Committee. Only 1 conference call should be needed to review the proposed changes to the Consumer Advisory Committee bylaws and policies.

Action: Elena Burnett and Todd Withers volunteered to serve on the Ad Hoc Bylaws Committee.

14. Post-Retirement Medical Trust Committee – No Report

15. Strategic Planning Committee – No Report

16. Vendor Advisory Committee (Packet #2, page 184)

A. Minutes of the April 5th Meeting

The minutes were included in the meeting packet; please see Michelle Heid with any questions.

B. Election of Sharoll Jackson as VAC Chair for FY 2018-19

The VAC elected Sharoll Jackson to serve as VAC chair next fiscal year.

17. Old Business / New Business (Packet #1, page 91)

A. Attendance Sheets

Updated board and board committee attendance sheets are always included in the meeting packets; board members cannot miss 3 consecutive meetings or 5 meetings in a 12-month period.

B. Visitation Reports

Jessica Gould reported that she continues to meet with Assembly Member Adrin Nazarian and invited other board members to join her at those meetings.

C. Acronym Listing
Per the board’s request, an acronym listing will be included in the monthly meeting packet.

D. **Complete Meeting Evaluations**

Debra Newman asked the board to please complete their evaluation forms after the meeting and submit them to her with any comments.

18. **Announcements / Information / Public Input**

A. **Next Board Meeting:** Wednesday, May 9th, at 6:30 p.m. (Chatsworth)

19. **Adjournment**

M/S/C (C. Mitchell/D. Becerra) To adjourn the meeting at 8:12 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

for:

Lou Paparozzi
Board Secretary