Board of Trustees Meeting

Wednesday, September 12, 2018
7:00 p.m.

Desert Haven Enterprises
43437 Copeland Circle, Lancaster, CA 93535

Packet #1 – mailed
North Los Angeles County Regional Center

Board Packet # 1

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4. Orange: Consumer Services Committee (page 53)

5. Pink: Government & Community Relations (page 59)

6. Blue: Attendance Sheets, Acronym Listing & Meeting Evaluation (page 98)
Board Calendars
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<td>Labor Day (NLACRC closed)</td>
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<td>11:00am-1:00 pm: Consumer Advisory Committee</td>
<td>9:30 am: Vendor Advisory Committee (break-out groups)</td>
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<td>Rosh Hashanah begins at sundown</td>
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<td>Rosh Hashanah ends at sundown</td>
<td>3:30 pm: Board Packet Review (San Fernando Valley office)</td>
<td>10:00 am: Antelope Valley Vendor Forum</td>
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<td>Grandparents Day</td>
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<td>5:30 pm: Board Dinner</td>
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<td>Stepmother Day</td>
<td>Yom Kippur begins at sundown</td>
<td>Yom Kippur ends at sundown</td>
<td>6:00 pm: Annual Legislative Training</td>
<td>10:00-2:00 ARCA Executive Committee Meeting (ARCA, Sacramento)</td>
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<td>Sukkot begins at sundown (no work on Sept. 24 &amp; 25)</td>
<td>Sukkot (no work)</td>
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<td>6:00 pm: Administrative Affairs Committee</td>
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<td>Native American Day</td>
<td>Shemini Atzeret &amp; Simchat Torah begins at sundown</td>
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<td>6:30 pm: Brief Board Meeting – Action Items Only (San Fernando Valley Office)</td>
<td>6:30 pm: Candidates’ Forum (The Centre, 20880 Centre Point Parkway, Santa Clarita)</td>
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<td>16 Boss's Day</td>
<td>6:00 pm: Consumer Services Committee</td>
<td>6:00 am - 1:00 pm: ARCA Board of Directors Meeting (San Diego)</td>
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<td>6:30 pm: Post-Retirement Medical Trust Committee</td>
<td>6:30 pm: Candidates’ Forum (New Horizons, 15725 Parthenia Street, North Hills)</td>
<td>6:30 pm: Halloween</td>
<td>6:30 pm: Board Delegates Dinner (San Diego)</td>
<td>8:00 am - 1:00 pm: ARCA Executive Committee Meeting (San Diego)</td>
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<td>7:00 pm: Government/Community Relations Committee</td>
<td>7:00 pm: Self-Determination Advisory Committee (Santa Clarita Valley Office)</td>
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**October 2018**
Agenda & Minutes
North Los Angeles County Regional Center
Board of Trustees Meeting
Desert Haven Enterprises, 43437 Copeland Circle, Lancaster, CA 93535
Wednesday, September 12, 2018
7:00 p.m.

~ AGENDA ~

1. Call to Order & Introductions

2. Public Input & Comments (3 minutes)

3. Consent Items (Packet #1, page 4)
   A. Approval of Agenda
   B. Approval of August 15th Meeting Minutes

4. Committee Action Items (Packet #1, page 19)
   A. Administrative Affairs (Dan Becerra)
      1. Approval of Changes to Board Audit Section
      2. Approval of CODO/HR Restructure Plan
      3. Approval of Contracts:
         a. Behavior Therapy Clinic (PL0547-620)
         b. STAR of California (PL1115-620)
         c. Group: Four (Service Code 707)
         d. Group: Nine (Service Code 785)
   B. Consumer Services Committee (Anna Hamilton)
      1. Approval to Convene Self-Determination Panel
   C. Government & Community Relations (Jeremy Sunderland)
      1. Approval of Valley Industry Association Membership
   D. Nominating Committee (Pat Grayson-DeJong)
      1. Approval of Changes to Policies & Procedures
      2. Approval of Changes to Board Audit Section
      3. Approval to Change Committee Meeting Start Time

5. Director’s Report

6. Executive Session
   A. Employee Matter

7. Association of Regional Center Agencies (ARCA)
   A. Report on ARCA Board Meeting, held August 17th
   B. Next ARCA Board Meeting: October 19th (San Diego)

8. Administrative Affairs Committee
   A. Minutes of the August 29th Meeting
   B. Financial Report

George Stevens
Executive Director

Debra Newman
ARCA Delegate

Dan Becerra
Treasurer
9. **Consumer Advisory Committee**  
   A. Minutes of the September 5th Meeting  
   Chair: Caroline Mitchell

10. **Consumer Services Committee** *(Packet #1, page 53)*  
    A. Minutes of the August 22nd  
    B. Self-Determination Program Update  
    Chair: Anna Hamilton

11. **Executive Committee**  
    A. Minutes of the August 29th Meeting  
    B. Discussion: Visitor Meeting Evaluations  
    C. Discussion: Public Input Sign-up Sheet  
    D. Action Taken to Approve Valley Village Support Letter  
    E. Action Taken to Adjust FY 2017-18 Board Budget  
    F. Executive Director Evaluation Responsibilities & Process  
    Chair: Debra Newman

12. **Government & Community Relations** *(Packet #1, page 59)*  
    A. Minutes of the August 22nd Meeting  
    B. Legislative Educators’ Report  
    C. Legislative Bill File  
    Chair: Jeremy Sunderland

13. **Nominating Committee** – *No Report*  
    Chair: Pat Grayson-DeJong

14. **Post-Retirement Medical Trust** – *No Report*  
    Chair: Debra Newman

15. **Strategic Planning Committee**  
    A. Presentation of Draft 2019 Performance Contract  
    Chair: Caroline Mitchell

16. **Vendor Advisory Committee**  
    A. Minutes of the September 6th Meeting  
    Chair: Sharoll Jackson

17. **Old Business / New Business** *(Packet #1, page 98)*  
    A. Attendance Sheets  
    B. Visitation Reports  
    C. Acronym Listing  
    D. Complete Meeting Evaluations

18. **Announcements / Information / Public Input**  
    A. Annual Board Legislative Training: September 19th  
    B. Board Training on Union Negotiations: October 10th  
    C. Board Meeting & Holiday Party: November 14th *(NLACRC, Chatsworth*

19. **Adjournment**
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 August 15, 2018.

**Trustees Present**
- Manuel Alfaro
- Elizabeth Badger
- Daniel Becerra
- Adelina Castellanos
- Melissa Ferman
- Pat Grayson-DeJong
- Anna Hamilton
- Sharoll Jackson
- Lillian Martinez
- Meagan Miller
- Caroline Mitchell
- Debra Newman
- Louis Paparozzi
- Jeremy Sunderland
- Curtis Wang

**Trustees Absent**
- Elena Burnett
- Marianne Davis
- Jessica Gould
- Angelina Martinez
- Todd Withers

**Staff Present**
- Ruth Janka
- Jennifer Kaiser
- Michele Marra
- Evelyn McOmie
- Kim Rolfs
- George Stevens

**Guests**
- Christina Cannarella
- Julie Eby-McKenzie
- Lesly Forbes
- Araceli Gomez & Son
- Alma D. Janssen
- Steve Miller
- Yesenia Rhodes
- Archie Rucker
- Joshua J. Sandoval
- Kevin Shields

1. **Call to Order & Introductions**

   Debra Newman, president, called the meeting to order at 6:35 p.m. and introductions were made.

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

3. **Consent Items**

   A. **Approval of Revised Agenda (Packet #2, page 102)**

   Item 5., the group photo, was deferred until more board members were present.

   **M/S/C** (C. Mitchell/A. Castellanos) To approve the revised agenda as modified.
B. Approval of June 13th Meeting Minutes (Packet #1, page 8)

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

4. Executive Session

M/S/C (M. Alfaro/C. Mitchell) To go into executive session at 6:37 p.m.

A. Legal Issue
B. Personnel Matter

The executive session ended at 7:45 p.m. and the board meeting continued.

5. Board Group Photo for the Website – Deferred

6. Committee Action Items (Packet #2, page 19)

A. Administrative Affairs (Dan Becerra)

1. Approval of Contracts:
   a. Foundation for Advocacy, Conservatorship and Trust (FACT)
   b. Nonresidential Negotiated Rate Agreements for Service Code 109 (Group)
   c. Specified Transportation Services for Service Code 880 (Group)

M/S/C (L. Paparozzi/P. Grayson-DeJong; Abstention: S. Jackson) To approve the 3 contracts listed above, as presented.

B. Consumer Services (Anna Hamilton)

1. Approval of FY 2018-19 Priorities

M/S/C (C. Wang/M. Miller) To approve the Consumer Services’ Committee’s priorities for FY 2018-19, as presented.

C. Government & Community Relations (Jeremy Sunderland)

1. Approval of FY 2018-19 Priorities
M/S/C (S. Jackson/M. Ferman) To approve the Government & Community Relations Committee’s priorities for FY 2018-19, as presented.

D. Post-Retirement Medical Trust (Debra Newman)

1. Approval of Recommended Investment Strategy

M/S/C (D. Becerra/M. Miller) To approve the committee’s recommendation to continue using a balanced strategy for the PRMT.

7. Additional Action Items (Packet #2, page 106)

A. Administrative Affairs (Dan Becerra)

1. Approval of Contract: Software Management Consultants

M/S/C (C. Mitchell/C. Wang; Abstention: S. Jackson) To approve the contract with Software Management Consultants, as presented.

B. Strategic Planning Committee (Caroline Mitchell)

1. Approval of FY 2018-19 Priorities

M/S/C (M. Alfaro/M. Miller) To approve the Strategic Planning Committee’s priorities for FY 2018-19, as presented.

C. Vendor Advisory Committee (Sharoll Jackson)

1. Approval of FY 2018-19 Priorities

M/S/C (D. Newman/A. Castellanos) To approve the Vendor Advisory Committee’s priorities for FY 2018-19, as presented.

8. Director’s Report (Packet #2, page 111)

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 was a legislative update prepared by staff, written testimony given by ARCA at the August 7th
Assembly Committee on Intellectual & Developmental Disabilities hearing, and a copy of SB 134 (Hernandez).

9. **Association of Regional Center Agencies (Packet #2, page 172)**

   A. **Report on June 22nd ARCA Board of Directors Meeting**

      Minutes from the meeting were included in the meeting packet and Debra Newman provided highlights.

   B. **Next ARCA Board Meeting: Friday, August 17th (Torrance)**

10. **Administrative Affairs Committee (Packet #2, page 182)**

    A. **Minutes of the July 25th Meeting**

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

    B. **Financial Report**

      The June 2018 financial report showed that the center’s operations budget was $50.5 million with no surplus or deficit projected. The purchase of service (POS) budget was $410.2 million with a projected surplus ranging from $1.3 to $2.9 million. The center’s budget for FY 2017-18 was a total of $460.9 million.

    C. **4th Quarter (Year End) Human Resources Report**

      During the 4th quarter of last fiscal year, the center had 14 positions on hold, 19 new hires, 8 promotions, and 13 separations for a quarterly turnover rate of 0.08%. For FY 2017-18, the center had a total of 14 positions on hold, 62 new hires, 20 promotions, and 51 separations, and an annual turnover rate of 0.08%.

    D. **Presentation of Proposed Change to Board Audit**

      The committee is recommending that a change be made to their section of the Board Audit to replace reference to the Sufficiency of Allocation Report (SOAR) with the Purchase of Service Expenditure Projection (PEP) report, which is what it is now called.

11. **Consumer Advisory Committee (Packet #2, page 198)**
A. **Minutes of the August 1st Meeting**

The minutes were included in the meeting packet; please see Caroline Mitchell with any questions.

12. **Consumer Services Committee** *(Packet #1, page 32)*

A. **Minutes of the July 18th Meeting**

The minutes were included in the meeting packet; please see Anna Hamilton with any questions.

B. **4th Quarter Exceptions/Exemptions Report**

1. The exceptions report lists requests from consumers and families for services that are outside of the center’s service standards and whether those services were approved or denied. During the 4th quarter of last fiscal year, the center approved 754 requests and denied 0.

2. The exemptions report lists requests made for services that have been suspended or reduced as a result of the trailer bill language. The report showed that during the 4th quarter, 4 exemptions were approved and none were denied.

C. **4th Quarter Consumer Diagnosis Report**

Of the 25,408 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,798 (3.3% increase since July 1, 2015)
2. Autism: 10,547 (30.4% increase)
3. Cerebral Palsy: 562 (6.2% increase)
4. Epilepsy: 239 (3% increase)
5. Other developmental disability: 1,174 (12% increase)
6. Status 0, 1, 2: 4,088 (24.8% increase)

D. **4th Quarter Appeals/Hearings Report**

1. **Eligibility:** 393 Notices of Action were sent and 20 were returned (appealed).
2. **Service:** 308 Notices of Action were sent and 14 were returned.
3. **Hearings:** Three fair hearings were held (2 for eligibility and 1 for service denial); 1 was granted, 1 were denied and 1 was dismissed.

E. **Self-Determination Program Update**

The proposed timeline is as follows:

1. **September 17th:** The deadline for interested consumers/families to submit their names so they can be considered for participation in the pilot.
2. **October 1st:** The Department of Developmental Services (DDS) to select the initial participants.
3. **October 19th:** The State Council to review the orientation materials, but to date it is not on their agenda.
4. **October 31st:** DDS to release the training curriculum to the regional centers.

The job descriptions for the self-determination service coordinator positions have been finalized and we are preparing for their recruitment. However, we are still waiting to receive final instructions on how to implement the program from DDS.

13. **Executive Committee** *(Packet #2, page 202)*

A. **Minutes of the July 25th Meeting**

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

B. **DDS Board Composition Survey**

Each year, DDS asks the regional centers to complete a composition chart on their Board of Trustees. According to the Lanterman Act, regional center boards should reflect the composition of their community. NLACRC’s completed board composition survey was included in the meeting packet. For the past several years, DDS has asked us to increase the number of Hispanic/Latino members on our board. Our Nominating Committee and staff have been doing outreach to that demographic and our numbers are closer, but we are still a little short. We will continue our outreach efforts with the next recruitment period, which runs September 1st through December 15th.

C. **Appointment of Caroline Mitchell as CAC Chair**
The Consumer Advisory Committee chair must be a consumer board member. The only consumer board member interested in chairing the CAC was Caroline Mitchell. As the first CAC meeting of the fiscal year was going to be held on August 1st, the Executive Committee took action, on behalf of the board, to elect Caroline Mitchell as CAC chair for FY 2018-19.

D. **Approved Board Primary Activities for FY 2018-19**

The board’s proposed primary activities were approved at the June 13th board meeting. Copies of the finalized primary activities list were included in the meeting packet for the board’s reference.

E. **Action Taken to Approve CBEM Contract**

The Executive Committee took action, on behalf of the board, to approve a contract with CBEM. A copy of the contract summary was included in the meeting packet.

F. **Action Taken to Adjust FY 2017-18 Board Budget**

The Executive Committee took action, on behalf of the board, to approve moving $342.13 in category 8 to category 9 of the FY 2017-18 board budget to cover a shortfall.

G. **Executive Director Evaluation Responsibilities & Process – Deferred**

H. **Whistleblower Policy & Acknowledgment**

The center’s whistleblower policy for board members and employees was included in the meeting packet along with a policy acknowledgment form. Board members and employees are required to review this policy and sign an acknowledgment form on an annual basis.

**Action:** Board members will review the whistleblower policy, sign the acknowledgment form, and submit it to Jennifer Kaiser for filing.

14. **Nominating Committee** *(Packet #2, page 228)*

A. **Minutes of the August 1st Meeting**
The minutes were included in the meeting packet; please see Pat Grayson-DeJong with any questions.

B. **Board and VAC Recruitment Notices**

The annual recruitment period for soliciting applicants for the board and Vendor Advisory Committee begins September 1st and ends on December 15th. Copies of the recruitment notices were included in the meeting packet. We are especially in need of Spanish/Hispanic and consumer applicants for the board. Please refer any interested individuals to Jennifer Kaiser at (818) 756-6118 or jkaiser@nlacrc.org.

C. **Proposed Changes to Board Audit Section**

D. **Proposed Changes to Policies and Procedures**

As the Nominating Committee will no longer be responsible for recruiting members to serve on the Consumer Advisory Committee, the committee is recommending that references to that committee be omitted from the Nominating Committee policies and procedures and board audit section. Copies of both documents with the language stricken was included in the meeting packet. The changes will be presented at next month’s board meeting for approval.

15. **Post-Retirement Medical Trust Committee (Packet #2, page 245)**

A. **Minutes of the July 25th Meeting**

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

B. **Statement of Current Trust Value**

The value of the trust assets as of July 19, 2018 was $24,480,371, an increase of $585,270 since the last quarterly report. The increase was due to a gain in investments and by a deposit for the fees charged during the prior quarter. The annualized rate of return since the trust’s inception (November 1, 2004) was 6.05% (gross of fees).

16. **Government & Community Relations Committee (Packet #1, page 54)**

A. **Minutes of the July 18th Meeting**
The minutes were included in the meeting packet; please see Jeremy Sunderland with any questions.

**B. Legislative Bill File**

Copies of the committee’s legislative bill file were included in the meeting packet. The committee is currently tracking 31 different bills.

**17. Strategic Planning Committee (Packet #2, page 251)**

**A. Minutes of the August 6th Meeting**

The minutes were included in the meeting packet; please see Caroline Mitchell with any questions.

**B. Quarterly Report on CIE And PIP Activities**

Copies of the quarterly report on the center’s competitive integrated employment (CIE) and paid internship program (PIP) activities report were included in the meeting packet. The center’s Community Services Department continues to spread awareness about our job initiative with service providers and potential employers. We currently have 8 vendored providers for the CIE, 9 vendored providers for the PIP, and 12 consumers utilizing their services; we anticipate that 14 more consumers will be approved for CIE next month.

**C. Quarterly Report on Program Closures**

To date, this fiscal year, the center has had 5 program closures which had no effect on any consumers. Since FY 2008-09, the center has had a total of 263 program closures which affected 2,448 consumers.

**18. Vendor Advisory Committee**

**A. Minutes of the June 7th Meeting (Packet #1, page 88)**

**B. Minutes of the August 2nd Meeting (Packet #2, page 269)**

Sharoll Jackson provided the board with highlights from the VAC’s August 2nd meeting. Copies of the minutes were included in the meeting packets; please see Sharoll with any questions.

**19. Old Business / New Business (Packet #1, page 95)**
A. Attendance Sheets

Updated board and committee meeting attendance sheets are always included in the monthly board meeting packet. Board members cannot miss 3 meetings in a row or 5 meetings in a 12-month period.

B. Visitation Reports

Board members are encouraged to visit the center’s program for educational purposes (please see the board visitation policy for details). Any board members who want to make a visitation should contact Jennifer Kaiser to make the necessary arrangements.

C. Acronym Listing

An acronym listing is included in the monthly board meeting packet for the board’s reference.

D. Complete Meeting Evaluations

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

20. Announcements / Information / Public Input

A. Public Input

Christina Cannarella, parent, community representative for Leichman Career and Technical Center (CTC) made the following comments:

1. The CTC is a school in LAUSD for students with disabilities, ages 18-22 years. It is a wonderful program where students learn many different skills from different areas with the hope of gaining enough training to be able to work in the community. They have culinary, television/film, auto-detailing, horticulture, retail, building/grounds-keeping, and laundry services to name a few. Please take the time to check out the website for more information: https://leichman-lausd-ca.schoolloop.com/

2. Christina attended one of the center’s recent self-determination information meetings and learned of the center’s need for more Spanish/Hispanic consumers to sign up for the program. Christina
offered to help in this regard by inviting someone from the center to come to a Leichman CTC meeting to talk about the self-determination program; their consumer population is mostly Hispanic and she would like them to learn more about it.

3. Christina wanted to gain more understanding as to how vendors for day programs determine which consumers are allowed to participate in which activities they offer, and if the consumer has any medical condition, such as a g-tube, and they need a nurse to assist them, can a vendor exclude them from a program based on their medical needs? If so, what criteria is involved in making this decision? Also, how can we support consumers who require nursing services to be able to participate fully in community-based programs?

**Action:** Ruth Janka and Kim Rolfes will get Christina Cannarella’s contact information so they can meet to answer Christina’s questions. Debra Newman also wanted to be included in that meeting.

**B. Diversity Inclusion Subcommittee**

George Stevens announced that he would like to put together a board subcommittee to review the center’s mission, vision, and values statement, and recommend any needed revisions in order to make sure it is inclusive from a diversity perspective.

**Action:** Sharoll Jackson, Caroline Mitchell, Anna Hamilton, Curtis Wang, and Pat Grayson-DeJong volunteered to serve on the diversity inclusion subcommittee.

**C. Next Meeting:** September 12th, at 7:00 p.m. (Desert Haven, Lancaster)

**21. Adjournment**

**M/S/C** (D. Becerra/A. Hamilton) To adjourn the meeting at 8:58 p.m.
Submitted by,

Jennifer Kaiser
Executive Assistant

for:

Lillian Martinez
Board Secretary

[badmin:aug15.2018]
Committee Action Items
I. Knowledge

A. Lanterman Act.
B. Applicable contract provisions.
C. Basic understanding of sound financial, nonprofit business and administrative practices.
D. Understanding committee duties and responsibilities.

II. Skills

A. Conducting effective meetings.

III. Dangers

A. Assuming all issues are operational.

IV. Administrative Affairs Committee Questions:

A. Contract and amendments with the Department of Developmental Services (DDS).
   1. Has the committee received and reviewed the center’s contract with DDS?
   2. Has the contract or amendments been signed?
   3. Are there any changes to the contract that require committee attention?

B. Finance

1. Has the committee reviewed the center’s budget allocation from DDS?
2. Has the committee received and reviewed a report on the center’s projected operating expenditures compared with the center’s operating budget?
3. Has the committee reviewed the Purchase of Service Expenditure Projection (PEP) report Sufficiency of Allocation Report (SOAR) and has the committee received a report on the center’s projected purchase of service (POS) expenditures compared with the center’s POS budget?
MEMORANDUM

DATE: August 29, 2018

TO: Administrative Affairs, Board of Trustees

FROM: Michele K. Marra, Chief Organizational Development Officer (CODO)

RE: Organizational Development/Human Resources Restructure/Staffing Proposal

Over the course of my tenure, I have seen the evolution and the growth of our community and employees. Our community has voiced the need for increased advocacy and engagement. Our agency's culture continues to shift based on change i.e. transitions of leadership at the executive and senior level, moving from paper to electronic, the increase/complexity of whistleblower/employee/labor relations (increase of 55.17% over FY16-17, see Tab 1), to name a few. In order to support this evolution, we must build a strong foundation that will drive change, nurture growth and development and solidify our succession planning; therefore, I propose the following:

- Rename the CODO department to Administration - Organizational Development - HR (Tab 2)
  - Realign Public Information, Training, Diversity and Inclusion and Policies and Procedures departments to Organizational Development
  - Retain Human Resources department under Human Department
- Reclassify the Labor Relations Manager position to a Human Resources Director (Tab 3)
  - Current grade B5 – annual salary range: $74,300 - $132,000
  - Proposed grade B4 – annual salary range: $108,716 - $147,086
- CODO job description (Tab 4)
- Action taken to adjust the Senior Human Resources Generalist salary range
  - Current grade 10P – annual salary range: $55,008 - $68,688
  - Updated grade 10P – annual salary range: $60,000 - $74,928
Job Title: Human Resources (HR) Director

Department: Human Resources
Reports To: Chief Organizational Development Officer
FLSA Status: Exempt

SUMMARY
This position is accountable for developing, coordinating and managing all services provided by HR team members, including but not limited to: labor relations, labor law, compensation administration, employment and recruitment, benefits, safety/risk management and employee relations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Plans and directs HR Department operations through proper delegation of duties and effective supervision. Responsible for HR Department goals.
- Provides legal guidance to management in labor relation areas. Represents the organization at labor-related legal hearings, and is the Center’s primary liaison with the union for contract negotiations and grievances.
- Advises management regarding compliance with State and Federal laws dealing with employee/employer relations.
- Acts as a liaison between employees and management. Advises and/or arbitrates on terminations and serious disciplinary action. Make recommendations to management based on researched information.
- Assists in the thorough documentation and review of disciplinary documentation. Ensures consistency with labor law and the union contract as well as past-precedence involving progressive disciplinary action.
- Develops, maintains and revises the Center’s compensation plan including maintaining market competitive pay ranges.
- Develops and administers cost effective employee benefits. Ensures that benefits conform to appropriate laws and guidelines and remain competitive with the market.
- Oversees employment/recruitment programs to ensure high quality staff and diversity.
- Develops, maintains and revises the organization’s position classification plan; coordinates revision of position descriptions and pay ranges.
- Investigates complaints as it relates to employee to include whistleblower, personnel, etc.
- Manages HR department budget.
SUPERVISORY RESPONSIBILITIES
This position supervises others.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE
- Master Degree in a related field
- Six (6) – ten (10) years of related progressive professional experience in Human Resources management

KNOWLEDGE and/or SKILLS
- Well-rounded management skills in planning, organizing, directing, staffing, controlling verbal and written communications, interviewing, counseling, negotiating and motivating.
- Thorough knowledge of Human Resources management, including but not limited to California employment law, labor relations, compensation, benefits and best practices in the field.
- Experience in conducting formal investigations and providing appropriate recommendations

LICENSES and/or CERTIFICATES
- SPHR/PHR, preferred
- Valid California Driver’s License

COMPETENCIES
- Human Resources Management
- Conflict resolution
- Relationship building and management
- Communication
- Leadership and navigation

ANALYTICAL AND REASONING SKILLS
- Ability to collect and analyze data and to develop and implement programs.

INTERPERSONAL SKILLS
- Ability to build and cultivate relationships; work cooperatively; establish rapport and gain trust; listen and elicit pertinent information effectively; and interact effectively with people from diverse cultures.

WRITTEN AND VERBAL COMMUNICATION SKILLS
- Ability to speak and write in an organized and effective manner; speak confidently in small settings; and write with excellent grammar.

ORGANIZATIONAL SKILLS
- Ability to exercise duties in an organized manner; plan, prioritize and complete duties in a timely manner; be detail oriented; and multi-task.
LANGUAGE SKILLS
- None

MATHEMATICAL SKILLS
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job, the employee is required to:

- Stand Up - to 1/3 of time
- Sit - 1/3 to 2/3 of time
- Talk or hear - 1/3 to 2/3 of time

WORKING ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee works in an office or field environment where the noise level is moderate.

My signature below indicates that I have read, understand, and acknowledged receipt of this job description. I understand that if I have any question at any time regarding any part of the above-stated responsibilities, I may contact my immediate supervisor. The information contained in this job description may be amended from time to time at the sole discretion of the company.

Can you perform the function of this job, with or without reasonable accommodations? ___ Yes ___ No (An accommodator is any modification or adjustment to a job, an employment practice, or the work environment.)

If no, please list accommodation required: ____________________________

Employee Signature: ___________________________________________ Date __________

Supervisor Signature: ___________________________________________ Date __________

We are an Equal Opportunity Employer. Employment is at-will and therefore, can be terminated, with or without cause, at any time, at the option of the employee or North Los Angeles County Resource Center. Your signature does not modify this at-will employment relationship.

************************************************************************************
NORTH LOS ANGELES COUNTY REGIONAL CENTER
Job Description
Draft

Job Title: Chief Organizational Development Officer
Department: Administration – Organizational Development - HR
Reports To: Executive Director
FLSA Status: Exempt
Date Approved:

SUMMARY
This position is responsible for providing the strategic planning, direction and outcomes of the Human Resources (HR), Public Information, Training, Diversity and Inclusion and Policies and Procedures departments. The CODO will possess a vision and plan to leverage these departments as a strategic function that supports the Center’s strategic plan and mission, vision and values.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

• Represents the Center as appropriate at the institution and system level and to external entities. Serves as liaison to assigned committees of the Board of Trustees, may serve as the Executive Director, as assigned.
• Provides leadership and strategic direction and oversight over all staff functions within the CODO departments to include but not limited to organizational development, employee engagement, strategic planning, staffing, talent acquisition, succession planning, benefits, employment/labor relations, training and development, public information/community engagement, legislative activities, performance planning and management, diversity and inclusion and policies/procedures and workflow.
• Provides legal guidance to senior/executive level management in employee/labor relation areas. May represent the organization at labor-related legal hearings, and supports the Center’s primary liaison with the union for contract negotiations and grievances.
• Ensures the Center’s programs are in compliance with all applicable regulations, statutes, State and Federal laws
• Provides consultation on performance management matters to include terminations and serious disciplinary action. Provides recommendations to senior/executive level management based on researched information.
• Oversees the design and development of the Center’s benefit and compensation programs/strategy to ensure regulatory requirements/competitive salary levels are maintained.
• Creates the Center’s strategic recruitment and selection plan.
• Creates the Center’s strategic training and organizational development plan to meet the personal, professional and organizational needs of Center’s employees.
• Evaluate the Center’s culture and provide recommendations on changes to accomplish the Center’s strategic Diversity and Inclusion plan, goals and objectives both internally and externally.
- Establish and implement short and long range department goals and objectives to support the Agency's strategic plan.
- Oversees the Agency's whistleblower complaint process.
- Develop and manage department budgets.
- Leads the development and execution of the Center's strategic legislative and community outreach initiatives.
- Provides guidance on the impact of legislative developments in areas of interest of the Center, including proposed legislation and regulations, governmental actions and policy initiatives.
- Leads the Center's strategic integration of goals into comprehensive communication plans designed to enable the Center to be proactive and effective in communicating with the community, legislators, the Board of Trustees and our employees.
- Leverages change management methodologies to lead the organization wide change movement, adjusting as needed to ensure focus is on execution and impact.
- Performs other duties as assigned

SUPERVISORY RESPONSIBILITIES
This position supervises others.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE
- Master Degree in a related field
- Six (6) – ten (10) years of related progressive professional experience in Human Resources and Organizational Development management. Senior level professional experience preferred.

KNOWLEDGE and/or SKILLS
- Experience in strategic planning and execution. Knowledge of contracting, negotiating and change management.
- Ability to interpret and advise on federal, state and local employment, wage and salary laws and regulations, employee/labor relations, compensation, benefits and best practices in the field.
- Ability to analyze and assess training and development needs. Knowledge of organizational development theory and practices.
- Ability to negotiate and manage collective bargaining agreements and grievance processes.
- Experience in examining and re-engineering operations and procedures, formulating policy and developing and implementing new strategies and procedures.
- Experience in public information, community engagement and legislative advocacy, preferred.

LICENSES and/or CERTIFICATES
- SPHR/PHR, preferred
• Valid California Driver’s License

COMPETENCIES
• Human Resources Management
• Organizational development
• Conflict resolution
• Relationship building and management
• Communication
• Leadership and navigation
• Change management
• Community engagement

ANALYTICAL AND REASONING SKILLS
• Ability to collect and analyze data and to develop and implement programs.

INTERPERSONAL SKILLS
• Ability to build and cultivate relationships; work cooperatively; establish rapport and gain trust; listen and elicit pertinent information effectively; and interact effectively with people from diverse cultures.

WRITTEN AND VERBAL COMMUNICATION SKILLS
• Ability to speak and write in an organized and effective manner; speak confidently in small settings; and write with excellent grammar.

ORGANIZATIONAL SKILLS
• Ability to exercise duties in an organized manner; plan, prioritize and complete duties in a timely manner; be detail oriented; and multi-task.

LANGUAGE SKILLS
• None

MATHEMATICAL SKILLS
• Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this job, the employee is required to:

• Stand Up - to 1/3 of time
• Sit - 1/3 to 2/3 of time
• Talk or hear - 1/3 to 2/3 of time

WORKING ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee works in an office or field environment where the noise level is moderate.

My signature below indicates that I have read, understand, and acknowledged receipt of this job description. I understand that if I have any question at any time regarding any part of the above-stated responsibilities, I may contact my immediate supervisor. The information contained in this job description may be amended from time to time at the sole discretion of the company.

Can you perform the function of this job, with or without reasonable accommodations? ___Yes ___No (An accommodator is any modification or adjustment to a job, an employment practice, or the work environment.)

If no, please list accommodation required: ____________________________________________________________

________________________________________________________ Date ______________

Employee Signature: ______________________________________________ Supervisor Signature: __________________________ Date ______________

We are an Equal Opportunity Employer. Employment is at-will and therefore, can be terminated, with or without cause, at any time, at the option of the employee or North Los Angeles County Resource Center. Your signature does not modify this at-will employment relationship.

*******************************************************************************
## Contract Summary and Board Resolution

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Contract Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Contract Overview:</strong> (New or Amendment) (POS or OPS)</td>
<td>New Nonresidential Negotiated Rate Agreement for provider vendoed eff. 04/01/2004, Purchase of Services (POS)</td>
</tr>
</tbody>
</table>
| 2.  | **The Name of Vendor or Service Provider**                                  | **Child Counseling & Behavior Therapy Clinic, Inc. dba Behavior Therapy Clinic**  
Vendor Number PL0547, Service Code 620  
The service provider will provide Behavior Management Consultant services pursuant to Title 17, Section 54342(a)(13). The service provider will provide Behavior Management Consultant services, and is primarily engaged in providing designs and/or implementing behavior modification intervention services and meets the following requirements:  
1. Individuals vendoed as a behavior management consultant prior to, or as of, December 31, 2006, that have not previously completed twelve semester units in applied behavior analysis, shall have until December 31, 2008 to complete twelve semester units in applied behavior analysis and possess a license and experience as specified in 3. through 7. below.  
2. Individuals vendoed as a behavior management consultant on, or after, January 1, 2007, shall, prior to being vendoed, have completed twelve semester units in applied behavior analysis and possess a license and experience as specified in 3. through 7. below.  
3. Possesses a valid license as a psychologist from the Medical Board of California or Psychology Examining Board; or  
4. Is a Licensed Clinical Social Worker pursuant to Business and Professions Code, Sections 4996 through 4998.7; or  
5. Is a Licensed Marriage and Family Therapist pursuant to Business and Professions Code, Sections 4980 through 4984.7; or  
6. Is any other licensed professional whose California licensure permits the design and/or implementation of behavior modification |
<p>| 3.  | <strong>The Purpose of the Contract</strong>                                              |                                                                                                                                                                                                                                                                                                                                                                                                         |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td><strong>The Contract Term</strong></td>
<td>Five (5) year contract effective November 1, 2018 through October 31, 2023</td>
</tr>
<tr>
<td>5.</td>
<td><strong>The Total Amount of the Contract</strong></td>
<td>Projected annual cost is $314,153.97 per year based on actual Fiscal Year 2018 expenditure, or $1,570,769.85 over the entire five (5) year term of the contract.</td>
</tr>
<tr>
<td>6.</td>
<td><strong>The Total Proposed Number of Consumers Served</strong></td>
<td>Currently serving 211 consumers per year.</td>
</tr>
<tr>
<td>7.</td>
<td><strong>The Rate of Payment or Payment Amount</strong></td>
<td>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate.</td>
</tr>
<tr>
<td>8.</td>
<td><strong>Method or Process Utilized to Award the Contract.</strong></td>
<td>Based on vendorization requirements under statute and regulation for Behavior Management Consultant services.</td>
</tr>
<tr>
<td>9.</td>
<td><strong>Method or Process Utilized to Establish the Rate or the Payment Amount</strong></td>
<td>Negotiated rate currently $55.19 per hour.</td>
</tr>
<tr>
<td>10.</td>
<td><strong>Exceptional Conditions or Terms: Yes/No</strong></td>
<td>None</td>
</tr>
</tbody>
</table>

The North Los Angeles County Regional Center's ("NLACRC") Administrative Affairs Committee reviewed and discussed the above Nonresidential Negotiated Rate Agreement ("Contract") and is recommending an action of the Board of Trustees to **Approve** the Contract.

Daniel Becerra, Board Treasurer  

August 29, 2018  

Date
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement ("Agreement", or "Contract") for Child Counseling & Behavior Therapy Clinic, Inc. dba Behavior Therapy Clinic and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and Child Counseling & Behavior Therapy Clinic, Inc. dba Behavior Therapy Clinic was reviewed and approved by NLACRC’s Board of Trustees on September 12, 2018, and the Board hereby authorizes any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

NLACRC’s Board of Trustees 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. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

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 Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

______________________________  ________________________________
Lillian Martinez, Board Secretary  September 12, 2018  Date
<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Contract Summary</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>New Nonresidential Negotiated Rate Agreement for provider vendored eff. 02/16/2011, Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>STAR of California, a Professional Psychological Corporation Vendor Number PL1115, Service Code 620</td>
</tr>
</tbody>
</table>

3. **The Purpose of the Contract**

The service provider will provide Behavior Management Consultant services pursuant to Title 17, Section 54342(a)(13). The service provider will provide Behavior Management Consultant services, and is primarily engaged in providing designs and/or implementing behavior modification intervention services and meets the following requirements:

1. Individuals vendored as a behavior management consultant prior to, or as of, December 31, 2006, that have not previously completed twelve semester units in applied behavior analysis, shall have until December 31, 2008 to complete twelve semester units in applied behavior analysis and possess a license and experience as specified in 3. through 7. below.

2. Individuals vendored as a behavior management consultant on, or after, January 1, 2007, shall, prior to being vendored, have completed twelve semester units in applied behavior analysis and possess a license and experience as specified in 3. through 7. below.

3. Possesses a valid license as a psychologist from the Medical Board of California or Psychology Examining Board; or

4. Is a Licensed Clinical Social Worker pursuant to Business and Professions Code, Sections 4996 through 4998.7; or

5. Is a Licensed Marriage and Family Therapist pursuant to Business and Professions Code, Sections 4980 through 4984.7; or

6. Is any other licensed professional whose
| **4. The Contract Term** | California licensure permits the design and/or implementation of behavior modification intervention services.  
7. Have two years experience designing and implementing behavior modification intervention services. |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| **5. The Total Amount of the Contract** | Five (5) year contract effective November 1, 2018 through October 31, 2023  
Projected annual cost is $613,553.94 per year based on actual Fiscal Year 2018 expenditure, or $3,067,769.70 over the entire five (5) year term of the contract. |
| **6. The Total Proposed Number of Consumers Served** | Currently serving 377 consumers per year. |
| **7. The Rate of Payment or Payment Amount** | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate. |
| **8. Method or Process Utilized to Award the Contract.** | Based on vendorization requirements under statute and regulation for Behavior Management Consultant services. |
| **9. Method or Process Utilized to Establish the Rate or the Payment Amount** | Negotiated rate currently $55.19 per hour. |
| **10. Exceptional Conditions or Terms: Yes/No If Yes, provide explanation** | None |

The North Los Angeles County Regional Center's ("NLACRC") Administrative Affairs Committee reviewed and discussed the above Nonresidential Negotiated Rate Agreement ("Contract") and is recommending an action of the Board of Trustees to **Approve** the Contract.

Daniel Becerra, Board Treasurer  
**Date** August 29, 2018
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement ("Agreement", or "Contract") for STAR of California, a Professional Psychological Corporation and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and STAR of California, a Professional Psychological Corporation was reviewed and approved by NLACRC’s Board of Trustees on September 12, 2018, and the Board hereby authorizes any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

NLACRC’s Board of Trustees 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. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

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 Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

________________________________________________________________________
Lillian Martinez, Board Secretary

________________________________________________________________________
September 12, 2018
Date
# Contract Summary and Board Resolution

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<th>No.</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>New Professional Services Agreements for current vendors, Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>Please refer to the attached “Summary of Speech Therapy Services (&quot;Service Code 707&quot;) Professional Services Agreements” report.</td>
</tr>
<tr>
<td>3.</td>
<td>The Purpose of the Contract</td>
<td>Professional Services Agreement to provide Speech Pathology services to consumers.</td>
</tr>
<tr>
<td>5.</td>
<td>The Total Amount of the Contract</td>
<td>Please refer to the attached “Summary of Service Code 707 Professional Services Agreements” report.</td>
</tr>
<tr>
<td>6.</td>
<td>The Total Proposed Number of Consumers Served</td>
<td>Please refer to the attached “Summary of Service Code 707 Professional Services Agreements” report.</td>
</tr>
<tr>
<td>7.</td>
<td>The Rate of Payment or Payment Amount</td>
<td>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate per consumer.</td>
</tr>
<tr>
<td>8.</td>
<td>Method or Process Utilized to Award the Contract.</td>
<td>Based on vendorization requirements under statute and regulation for purchase reimbursement.</td>
</tr>
<tr>
<td>9.</td>
<td>Method or Process Utilized to Establish the Rate or the Payment Amount</td>
<td>The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), 17 CCR, Section 57332(b)(25).</td>
</tr>
<tr>
<td>10.</td>
<td>Exceptional Conditions or Terms: Yes/No</td>
<td>None</td>
</tr>
</tbody>
</table>

The North Los Angeles County Regional Center’s ("NLACRC") Administrative Affairs Committee reviewed and discussed the Professional Services Agreements ("Contracts") for each of the service providers reported on the “Summary of Service Code 707 Professional Services Agreements” report and is recommending an action of the Board of Trustees to Approve the Contracts.

Daniel Becerra, Board Treasurer

August 29, 2018

Date
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Board of Trustees reviewed and discussed the Professional Services Agreements ("Contracts") for each of the service providers reported on the "Summary of Service Code 707 Professional Services Agreements" report and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contracts between NLACRC and the service providers reported on the "Summary of Service Code 707 Professional Services Agreements" report was reviewed and approved by NLACRC’s Board of Trustees on **September 12, 2018**, and the Board hereby authorizes any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contracts 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 Contracts shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

**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 Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

______________________________
Lillian Martinez, Board Secretary

______________________________
September 12, 2018
   Date
## Summary of Service Code 707 Professional Services Agreements

<table>
<thead>
<tr>
<th>#</th>
<th>Vendor Number</th>
<th>Vendor Name</th>
<th>Original Vendorization Effective</th>
<th>Eff. Date</th>
<th>Term Date</th>
<th>Consumers Served Per Month</th>
<th>Rates</th>
<th>FY18 Expenditure (Annual Fiscal Impact)</th>
<th>Projected Term Fiscal Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PL0508</td>
<td>LEHRHOFF &amp; ASSOCIATES</td>
<td>10/1/2003</td>
<td>11/1/18</td>
<td>10/31/23</td>
<td>657</td>
<td>EVAL</td>
<td>$132.10/SE $140.37/SE $67.87/HD $76.14/HD</td>
<td>$2,438,979.89 $12,194,899.45</td>
</tr>
<tr>
<td>2</td>
<td>PL1433</td>
<td>THE LEARNING GROVE</td>
<td>4/1/15* replaced PL0999, 10/01/09; replaced PL0739, 04/02/07</td>
<td>11/1/18</td>
<td>10/31/23</td>
<td>119</td>
<td>EVAL</td>
<td>$132.10/SE $140.37/SE $67.87/HD $76.14/HD</td>
<td>$462,059.77 $2,310,298.85</td>
</tr>
<tr>
<td>3</td>
<td>PL1077</td>
<td>VITAL SPEECH AND SWALLOW</td>
<td>09/01/10* replaced PL0666, 05/15/06</td>
<td>11/1/18</td>
<td>10/31/23</td>
<td>68</td>
<td>EVAL</td>
<td>$132.10/SE $140.37/SE $67.87/HD $76.14/HD</td>
<td>$271,717.28 $1,358,586.40</td>
</tr>
<tr>
<td>4</td>
<td>PL0879</td>
<td>GERSCOVICH, SANDRA VIVIAN</td>
<td>4/29/2008</td>
<td>11/1/18</td>
<td>10/31/23</td>
<td>31</td>
<td>EVAL</td>
<td>n/a $140.37/SE n/a $76.14/HD</td>
<td>$93,987.84 $459,939.20</td>
</tr>
</tbody>
</table>

*due to previous tax ID change
# Contract Summary and Board Resolution

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<tr>
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<td><strong>Contract Overview:</strong> (New or Amendment) (POS or OPS)</td>
<td>Amendment to Professional Services Agreement, Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>Please refer to the attached “Summary of Professional Services Agreements for Psychologists Service Code 785” report.</td>
</tr>
<tr>
<td>3.</td>
<td>The Purpose of the Contract</td>
<td>Professional Services Agreements provide clinical psychology services to consumers. The purpose of the amendment is to add a new subcode, based on SMA revision in 2015, for developmental testing using the Autism Diagnostic Observation Schedule (“ADOS”), which is the ‘best practice’ test to evaluate for autism.</td>
</tr>
<tr>
<td>4.</td>
<td>The Contract Term</td>
<td>Please refer to the attached “Summary of Professional Services Agreements for Psychologists Service Code 785” report.</td>
</tr>
<tr>
<td>5.</td>
<td>The Total Amount of the Contract</td>
<td>Please refer to the attached “Summary of Professional Services Agreements for Psychologists Service Code 785” report.</td>
</tr>
<tr>
<td>6.</td>
<td>The Total Proposed Number of Consumers Served</td>
<td>Please refer to the attached “Summary of Professional Services Agreements for Psychologists Service Code 785” report.</td>
</tr>
<tr>
<td>7.</td>
<td>The Rate of Payment or Payment Amount</td>
<td>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate per consumer.</td>
</tr>
<tr>
<td>8.</td>
<td>Method or Process Utilized to Award the Contract.</td>
<td>Based on vendorization requirements under statute and regulation for purchase reimbursement.</td>
</tr>
<tr>
<td>9.</td>
<td>Method or Process Utilized to Establish the Rate or the Payment Amount</td>
<td>The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), 17 CCR, Section 57332(b)(11).</td>
</tr>
<tr>
<td>10.</td>
<td>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</td>
<td>None</td>
</tr>
</tbody>
</table>

The North Los Angeles County Regional Center’s ("NLACRC") Administrative Affairs Committee reviewed and discussed the Amendments to the Professional Services Agreements ("Amendments") for each of the service providers reported on the “Summary of Professional Services Agreements for Psychologists Service Code 785” report and is recommending an action of the Board of Trustees to **Approve** the Amendments.

---

Daniel Becerra, Board Treasurer

August 29, 2018

Date

Nine (9) 785s (amendments re: ADOS subcode)
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Board of Trustees reviewed and discussed the Amendments to the Professional Services Agreements ("Amendments") for each of the service providers reported on the "Summary of Professional Services Agreements for Psychologists Service Code 785" report and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Amendments between NLACRC and the service providers reported on the "Summary of Professional Services Agreements for Psychologists Service Code 785" report were reviewed and approved by NLACRC’s Board of Trustees on **September 12, 2018**, and the Board hereby authorizes any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Amendments 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 Amendments shall be conclusively evidenced by the execution of the Amendments by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

**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 Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

__________________________
Lillian Martinez, Board Secretary

__________________________
Date

September 12, 2018

Nine (9) 785s (amendments re: ADOS subcode)
<table>
<thead>
<tr>
<th>#</th>
<th>Vendor Number</th>
<th>Vendor Name</th>
<th>Original Vendorization Effective</th>
<th>Contract</th>
<th>Amendment</th>
<th>Consumers Served Per Month</th>
<th>Existing hourly EVAL rate</th>
<th>Adding new ADOS subcode</th>
<th>FY18 Expenditure (Annual Fiscal Impact)</th>
<th>Projected Term Fiscal Impact</th>
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<tbody>
<tr>
<td>3</td>
<td>PL1586</td>
<td>GARCIA, EVELIN PSY.D. A</td>
<td>07/01/2015* replaced PL1302, 06/01/13</td>
<td>7/1/2016</td>
<td>6/30/2021</td>
<td>2nd</td>
<td>27</td>
<td>$41.79</td>
<td>$62.30</td>
<td>$88,468.72</td>
</tr>
<tr>
<td>4</td>
<td>PL1188</td>
<td>Gittelison, Myah, PSY.D.</td>
<td>11/16/2011</td>
<td>4/1/2018</td>
<td>3/31/2023</td>
<td>1st</td>
<td>44</td>
<td>$41.79</td>
<td>$62.30</td>
<td>$176,999.12</td>
</tr>
<tr>
<td>5</td>
<td>PL1575</td>
<td>KIM, RENEE</td>
<td>7/1/2016</td>
<td>7/1/2016</td>
<td>6/30/2021</td>
<td>1st</td>
<td>15</td>
<td>$41.79</td>
<td>$62.30</td>
<td>$60,886.00</td>
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<tr>
<td>6</td>
<td>PL1451</td>
<td>KK Psychodiagnostics, Inc.</td>
<td>3/12/2008</td>
<td>4/1/2018</td>
<td>3/31/2023</td>
<td>1st</td>
<td>31</td>
<td>$41.79</td>
<td>$62.30</td>
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<tr>
<td>8</td>
<td>PL1372</td>
<td>Sirolli, Amalia, PH.D.</td>
<td>6/1/2014</td>
<td>6/1/2014</td>
<td>5/30/2019</td>
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<td>28</td>
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<td>$62.30</td>
<td>$121,196.60</td>
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<td>9</td>
<td>PL1283</td>
<td>TRAVIS-GRIFFIN, BRIGITTE</td>
<td>6/1/2013</td>
<td>4/1/2018</td>
<td>3/31/2023</td>
<td>1st</td>
<td>23</td>
<td>$41.79</td>
<td>$62.30</td>
<td>$103,553.00</td>
</tr>
</tbody>
</table>

*due to previous tax ID change
Dear Business Leader:

Thank you for taking the time to learn more about the Valley Industry Association! I'd like to take the opportunity to provide you with a broad overview of the work of the organization and encourage you to become a member!

VIA is dedicated to connecting and building SCV industry and we are the fastest growing business to business organization in the Santa Clarita Valley. VIA's main purpose is to serve manufacturing and industrial communities and the service industries that support them. Additionally, VIA offers members the benefit of strategic relationships with adjacent business communities and like organizations in Ventura County, the north San Fernando Valley, Kern County and the Antelope Valley to help sustain businesses in Southern California to help them grow.

The Valley Industrial Association offers many benefits to businesses and industry in the Santa Clarita Valley. Established in 1981, VIA serves as an organization through which individual members can make a substantial impact on the business community and environment. We are dedicated to meeting the needs of our member companies in such areas as education, information, networking and advocacy, and as a liaison between local and state governments. Among some of the membership benefits offered by VIA are:

- A larger voice for business! A single voice often goes unheard. By joining together, companies, large and small, create a voice that demands attention.

- Santa Clarita's largest B2B Industry Show - a strong, vibrant, annual B2B Conference & Industry Show that includes high profile keynote speakers, breakout sessions and an opportunity to find the products and services your company needs - locally!

- Ongoing business to business initiatives and opportunities specifically designed to help companies make contact and grow.

- Monthly luncheon meetings with interesting speakers and opportunities to meet with other local company representatives.

- VIA's Advocacy Alliance - an active, forward thinking organization dedicated to advocating for members and utilizing shared resources and ideas in a proactive approach to finding answers to issues affecting industry in the SCV and beyond.

- The VIA Leadership Program - now in its fourth year, this program helps you sharpen your leadership skills, develops strong leaders among your staff and builds
strong relationships with other leaders and professionals in the SCV

- VIA Sales Academy – a new program, launched this year, to help you add proven sales strategies to your career toolkit. Take your sales to the next level!

- Business Education seminars, training classes and information to keep your business on the cutting edge.

- A collaboration with College of the Canyons Employee Training Institute (ETI) to provide workforce and organizational development customized to meet the demands for each company’s specific skill requirements.

- “Connecting to Success”, an important workforce readiness program created to develop the skills of the emerging workforce in Ethics, Communication and Interview Skills, and Financial Literacy. More than 2000 students were trained in during the fall of 2011.

- VIA ROCKS! events that make specific connections. VIA asks “Who do you want to meet?” and works very hard to make those connections happen.

- VIA is dedicated to building and connecting businesses for present and future success!

- A wonderful new opportunity for businesses to receive $500 of free advertising from The Signal or the Business Journal when they become members of VIA.

I’d be very pleased to have you join us for our next monthly luncheon meeting to gain a broader understanding of the work of the organization. As well, please find attached a copy of our application for membership. For additional information about VIA and upcoming events, please take a moment to review our website at www.via.org.

As a rule, our regular luncheon meetings are held every third Tuesday of the calendar month at 11:45 a.m. We currently meet at the Valencia Country Club. Lunch is $50.00 for members, $65.00 for non-members, cash or check, collected at the door. If you are considering membership, we would be pleased to extend member pricing to you. I hope you will join us in the near future! Reservations are required and can be made by calling the VIA Office at (661) 294-8088 or through the VIA Website at www.via.org.

Once again, thank you for your interest. I’m pleased to make myself available should you have additional questions.

Sincerely,

Kathy Norris

Kathy Norris
CEO/President
Valley Industry Association
28005 N. Smyth Drive, 137
Valencia, CA. 91355
Bylaws

Composition and Membership of the Committee

The Nominating Committee is established as a standing committee in Article VII, Section 5 of the bylaws of the North Los Angeles County Regional Center (NLACRC). As required in the bylaws, the committee has a membership of not less than four, all of whom shall be board members. The committee is responsible for electing its own chairperson. A quorum consists of 50% of the committee. Members serve for two years, with not more than two members of the Nominating Committee being replaced annually to provide for continuity.

Responsibilities of the Committee

The Nominating Committee is responsible for collecting, categorizing, screening and keeping on file all applications for membership on the Board of Trustees, and Vendor Advisory Committee (VAC). The applications are to be kept confidential. Only committee members, the board president, and executive director may have access to the applications. The committee is responsible for ensuring that qualified and interested persons are nominated for positions on the Board of Trustees and VAC. Finally, the committee is responsible for ensuring that the make-up of the board and VAC complies with the Lanterman Developmental Disabilities Services Act.

Process

Presentation and Seating of New Board Members, Board Officers, and VAC Members and CAC Members

At regular Board of Trustees meetings, the new trustees, new VAC members, new CAC members, and, as necessary, new board officers are elected. They are seated as determined by the needs of the board consistent with NLACRC board bylaws and policies. Members of the Board of Trustees may serve consecutive 1-year, 2-year, or 3-year terms up to 7 years within an 8-year period. Election to the board is by a majority vote. Although the board may choose to leave seats on the board vacant temporarily for specific reasons, no more than seven seats may be kept vacant at any one time. Members of the VAC may serve no more than six years and no more than two members from an agency may serve on the VAC at the same time. Members of the CAC may serve up to six years. No term shall exceed three years.
Operating Processes for the Nominating Committee

To assure appropriate membership on the Nominating Committee, the secretary\(^1\) shall keep a current list of committee members, indicating the name of each member, date appointed to the committee, and date of termination on the committee. This list shall be kept with the board files and a copy will be provided to the chairperson of the Nominating Committee.

Confidentiality of the Nominating Committee

By its very nature, the Nominating Committee engages in issues involving individuals and, at times, may be faced with considering actions affecting members of the committee and other members of the board.

Each member of the Nominating Committee shall sign a Confidentiality Statement at the first meeting of the committee each year. The statement shall be filed in the board member’s NLACRC file that is maintained by the secretary.

To avoid any appearance of conflict of interest, if any member of the Nominating Committee has applied to serve an additional term on the board or is being considered for nomination to an office, he/she shall absent himself/herself from the meeting room for the duration of the discussion concerning his/her application/nomination. His/her absence shall be noted in the minutes of the meeting.

Procedures for Recruiting and Nominating Trustees

- The secretary sends out information to organizations in the NLACRC area **during the annual recruitment period** twice a year to solicit new board members. A request for interested persons to serve on the board should appear in each NLACRC newsletter. An information packet is sent to each prospective board applicant.

- The secretary tracks and follows-up on applications sent to prospective board members. This includes contacting the prospective board member to ascertain if assistance is needed to complete the application or if there is a desire to speak with a current board member. The secretary will submit all completed applications to the committee, arrange required interviews with the committee and executive director, as well as record any action on the application the committee takes.

- The Nominating Committee should consider the various positions to be filled if there are any one-year or two-year positions vacant in addition to the three-year positions. In nominating new board members, the committee shall give due consideration to the need

\(^1\) Whenever there is reference to the "secretary," it is meant to refer to the secretary of the executive director.
for continuity of the board, both in the short term and the long term; however, nothing in the section should be construed to mandate that three-year positions cannot be filled by an individual not eligible to serve the full three years.

- The committee is to present the names of nominees to the board with a brief statement regarding each individual nominated, including characteristics important for complying with board composition. The board will be informed of applicants who were interviewed but not nominated. Formal nomination may take place at regular board meetings.

- Nominations may also be made from the floor. Nominations from the floor may only be of individuals who have submitted an application to serve on the board and shall be in writing (signed by four members of the board in addition to the person making the nomination), with the consent of the person being nominated.

- In the event of a nomination from the floor, the Nominating Committee shall meet and interview any individuals so nominated who have not previously been interviewed. The Nominating Committee shall provide a report to the board at the next meeting.

- The Board of Trustees elects new members at the meeting subsequent to the meeting at which nominations are made with a ballot prepared by the Nominating Committee. If there have been no nominations from the floor for board members, and nominees to be voted on do not exceed vacancies, voting shall be by voice vote. If nominations have been made from the floor, voting shall be by secret ballot. Board member candidates receiving the most votes will be seated regardless of how this would affect the composition of the board as a whole. The board secretary and secretary shall tally the ballots. They will present the results to the board president.

- Letters advising of election to the board are sent to the newly elected members within five working days following the meeting; Minutes from the previous two board meetings, a copy of the Conflict of Interest Statement (which was previously signed), and a Board Responsibility/Commitment Statement are sent with the letter. The secretary prepares an electronic file for each of the newly-elected members of the board that is to be maintained and kept by the center.

- Letters advising persons that were not elected are sent to the other applicants within five working days following the meeting. The packet for each of these persons is to be filed by the secretary in the "board applicants" file for future consideration.

Nominations of Board members to a Second Term of Office
At the November meeting of the Board of Trustees, each member of the board whose term of office expires in June of the next year and who is eligible to serve another term, will be given the Application to Serve an Additional Term with a cover letter. The application must be signed and returned to the Nominating Committee by December 31st.

For any such members who are absent from the November meeting, the secretary is to send the Application to Serve an Additional Term to each person within two days following the November board meeting. Those individuals indicating an interest in serving an additional term on the board will be considered by the Nominating Committee based upon their activity on the board during their previous term of office.

Nomination of Officers

The Nominating Committee is responsible for presenting a slate to the Board of Trustees at its meeting in May for the following offices: 1) president; 2) first vice president; 3) second vice president; 4) secretary; 5) treasurer; 6) ARCA delegate; 7) ARCA alternate. The election takes place at the June meeting and the officers are seated on July 1st.

If there have been no nominations from the floor for officers and the nominees to be voted on do not exceed vacancies, voting shall be by voice vote. If nominations have been made from the floor, voting shall be by secret ballot. Candidates receiving the most votes will be elected. The secretary and board secretary shall tally the ballots and present the results to the board president. The Nominating Committee must consider many factors in developing the slate. Among the criteria to be considered are active committee and board participation and any special expertise of individuals.

Should a vacancy for an office occur during the year, the Nominating Committee is responsible for presenting candidates(s) for the office at the following board meeting. Additional nominations may be made from the floor. The election takes place at the same board meeting and the officer is seated immediately.

Procedures for Selection of VAC Members

The Nominating Committee is responsible for assuring that qualified and interested persons are nominated for membership on the VAC. The following timetable has been developed to assure timely action by the committee and the board:

- A mailing is to be sent out during the annual recruitment period twice a year to all providers serving consumers in the NLACRC catchment area to solicit applications for committee membership.
• In addition, board and staff recommendations may be made for persons to serve on the committee.

• A description of the VAC and application will be sent upon request.

• The secretary tracks and follows-up on applications sent to prospective VAC members. This includes contacting the prospective VAC member to ascertain if assistance is needed to complete the application or if there is a desire to speak with a current VAC member. The secretary will submit all completed applications to the committee, arrange required interviews with the committee, as well as record any action on the application the committee takes.

• The Nominating Committee is responsible for screening the applicants, obtaining consultation from the VAC chairperson and may request that the VAC chairperson assist in screening potential nominees. The VAC chairperson shall also be invited to participate in interviewing applicants to the committee.

• In December of each year, an Application to Serve an Additional Term on the VAC is sent with a cover letter by the secretary to each member of the VAC whose term of office expires in June of the next year and who is eligible to serve another term. The application should be signed and returned to the Nominating Committee by January 5th.

• Applications for the VAC can be solicited and will be accepted throughout the year. Applications of potential members will be kept on file for one year. At the end of this time, the secretary will contact the applicant to determine if the applicant is still interested in serving on the VAC.

• Screening candidates, including interviews, may be conducted throughout the year.

• The chairperson of the VAC shall notify the chairperson of the Nominating Committee when vacancies on the VAC arise during the year. The Nominating Committee shall present additional names to the board for a replacement.

Persons serving on the committee serve as individuals and not as representatives of their agencies. They are selected for their own expertise based upon their individual credentials. Members of the committee may be individual providers or employees of provider agencies serving NLACRC consumers. In order to provide wide representation on the VAC, attempts should be made to avoid more than one member from an agency; in no instance may there be more than two members elected from one agency.
The Nominating Committee and Board of Trustees should assure a wide range of representation on the VAC. In doing this, the following must be considered:

**Categories to be represented:**

- **Living Arrangements** - Large and small (agency and individual) providers of various community living (residential) services, including: community care licensed residences (owner operated and staff operated); health licensed facilities (ICF/DD-H, ICF/DD-N); and alternative living services (such as supported living services, adult family home agencies, foster home agencies for children, etc.).
- **Skill Development** - Infant and early intervention programs, adult day training programs, independent living programs, etc.
- **Support Services** - Respite and home health agencies, behavior consultation, day care and after school programs, Saturday programs, transportation, mobility training, etc.

**Procedures for Selection of CAC Members**

The Nominating Committee is responsible for assuring that qualified and interested primary consumers/customers are nominated for membership on the CAC. To assure timely action by the committee and the board, the following timetable has been developed.

- A mailing is to be sent twice a year to all providers serving consumers/customers in the NLACRC catchment area (with their checks) to inform providers of the committee. The newsletter, advocacy groups and parent groups will also be used to inform the consumers/customers of the committee.
- In addition, board and staff recommendations may be made for persons to serve on the committee.
- An application for the CAC will be sent upon request.
- The secretary tracks and follows up on applications sent to prospective CAC members. This includes contacting the prospective CAC member to ascertain if assistance is needed to complete the application or if there is a desire to speak with a current CAC member. The secretary will submit all completed applications to the committee, arrange required interviews with the committee, as well as record any action on the application the committee takes.
• In December of each year, an Application to Serve an Additional Term on the CAC is sent by the secretary to each member of the committee whose term of office expires in June of the next year and who is eligible to serve another term. The application should be signed and returned to the Nominating Committee by January 5th.

• Applications for the CAC can be solicited and will be accepted throughout the year. Applications of potential members will be kept on file for one year. At the end of this time, the secretary will contact the applicant to determine if they are still interested in serving on the CAC.

• Screening applicants, including interviews, may be conducted throughout the year.

Persons serving on the committee serve as individuals and not as representatives of any agency. They are selected based upon their individual credentials. The Nominating Committee may consider diversity of representation in the choice of applicants for the CAC. The Nominating Committee may leave vacancies unfilled.
## Nominating Committee

### I. Knowledge

A. Lanterman Act related to composition of Boards.

### II. Skills

A. Conducting effective meetings.
B. Conducting effective interviews.
C. Effective recruitment and marketing.

### III. Dangers

A. Recycling former Board members, perpetuating the same composition.
B. Failing to seek assistance in achieving member balance.
C. Seeking balance by lowering standards.
D. Accepting any applications in order to fill vacancies.

### IV. Nominating Committee Questions

#### A. Board of Trustees Recruitment

1. To what extent does the current Board meet Lanterman Act requirements of ethnicity, expertise, ages of family members, disability and geographic representation? Has the committee developed formats to display the requirements/needs against current membership?
2. Has the committee established a schedule intended to result in the nomination of new Board members?
3. Has the committee developed a targeted recruitment strategy to assure compliance with the Lanterman Act and Board requirements?
4. Has there been some long range planning related to officer succession?
5. Do any of the Board applicants have a conflict of interest?

#### B. Vendor Advisory Committee (VAC) Recruitment

1. To what extent does the VAC meet Lanterman Act requirements for representation by type of service and by different vendors?
2. Has the committee developed a recruitment strategy for nomination to target vendors from inadequately represented types of service and to identify new vendors where the same vendor(s) represents more than one type of service exclusively?

3. Has the committee established a schedule intended to result in the nomination of new VAC members?

C. Consumer Advisory Committee (CAC) Recruitment

1. Has the Board established selection criteria for this committee or is membership open?

2. If relevant, is the composition of this committee consistent with the composition of the center’s consumers relative to ethnicity, age, and disability?

3. Consider participation in CAC or Board internship program as training ground for Board membership.

4. Has the committee established a schedule intended to result in the nomination of new CAC members?
North Los Angeles County Regional Center
Consumer Services Committee Meeting Minutes
August 22, 2018

Present: Melissa Ferman, Jessica Gould, Anna Hamilton, Sharoll Jackson, Caroline Mitchell, and Jeremy Sunderland - Committee Members
Sonia Ojeda - Vendor Advisory Committee Representatives
Archie Rucker - Guest
Maria Bosch, Sheila Calove, Jamie DeWitt, Evan Ingber, Ruth Janka, Jennifer Kaiser, Michele Marra, George Stevens, and Jesse Weller - Staff Members

Absent: Marianne Davis and Angelina Martinez

I. Call to Order & Introductions

Anna Hamilton, chair, called the meeting to order at 6:03 p.m. Introductions were made. Anna welcomed Sonia Ojeda, the new Vendor Advisory Committee representative to this committee.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

M/S/C (C. Mitchell/M. Ferman) To approve the agenda as presented.

B. Approval of Minutes of July 18th Meeting

M/S/C (J. Gould/C. Mitchell) To approve the minutes as presented.

IV. Committee Business

A. Approved Committee Priorities for FY 2018-19

The board approved the committee’s 4 priorities for this fiscal year:

1. Oversee the implementation of the self-determination program consistent with statute, Medicaid waiver, and regulations.
2. Monitor purchase of service disparity within the provision of services.
3. Ensure that the center provides services that are in compliance with Medicaid waiver, statute, and regulations.
4. Monitor the center’s caseload ratios.
B. **Consumer Diagnosis Statistics by Age Group – Deferred**

C. **Self-Determination Program (SDP) Update**

Sheila reported that the center now has 287 consumers who have added their names to our interest list. It will be the responsibility of the Department of Developmental Services (DDS) to select consumers to fill our 183 spots for the 3-year pilot. The job descriptions for the SDP consumer service coordinators have been finalized and recruitment will begin shortly to fill those positions at all 3 of the center’s offices. We continue to wait for direction and guidelines from DDS on how the program should be run. In the meantime we continue with our outreach efforts to let our community know about this program.

Ruth added that the center’s self-determination advisory committee continues to meet on a monthly basis at one of the center’s 3 offices. The members had asked for transportation services, similar to those provided to board members, but unfortunately our contract does not allow for it; we can only reimburse our board members and staff for mileage. There are currently 2 vacancies on the committee that will need to be filled. When the committee was first formed, applications were solicited and once received, staff and some members from this committee interviewed and rated the applicants. Is the committee still okay with that process?

**M/S/C** (C. Mitchell/M. Ferman) To recommend to the Board of Trustees to convene a panel for the purpose of interviewing and rating applicants for the self-determination advisory committee.

**Action:** Caroline Mitchell and Anna Hamilton volunteered to serve with Sheila Calove on the interview panel.

D. **Monthly Community Placement Plan (CPP) Report**

The center only has 19 consumers left living in a developmental center, however 13 of those consumers we are not going to placed because they are in the secure treatment area of Porterville Developmental Center and are court-ordered to be there. The developments for FY 2014-15 and FY 2015-16 have been completed, so they will be removed from the monthly report. We are finalizing our CPP for FY 2018-19, which is due to DDS at the end of August. Maria plans to reformat the report to make it more visual – and shorter.
E. **Update on 637 Proposals**
The center submitted 2 proposals to DDS for their review and hopefully their approval; we have not received a response from them as yet.

1. Speech & Language Pathology Assistants (SLPAs)
2. Community-Based Integrated Support Services

F. **Monthly Case Management Report (Ruth)**

1. **Personal Assistance:** At last month’s committee meeting, Jeremy questioned why personal assistance was included in the quarterly exceptions/exemptions report when all of the requests were approved. Ruth looked into this and found that personal assistance was added to the report in 2009 when the cap on respite services was implemented. This was done so requests for personal assistance could be tracked to make sure it was not being used as a replacement for respite services. As such, personal assistance will be removed from future exception/exemption reports. In addition, a new column will be added to the report; in addition to approved and denied, “alternate service recommended” will be added.

2. **Security Cameras in Keolis Vehicles:** Our transportation provider, Keolis, is adding interior cameras to their vehicles for passenger and driver safety reasons. The cameras will only record in certain situations (e.g. quick stops); the driver can also activate the camera manually if he/she deems recording is necessary. Notices about this will be going out to consumers and their families.

**Action:** Per Jeremy’s recommendation, Ruth will confirm that the vehicles will have a sign posted stating that riders may be recorded on film.

3. **Community Coffee:** Ruth will be holding “community coffee” events in various areas in the center’s catchment area to give the community an opportunity to meet with her and answer any questions they may have; one of the case management directors will accompany her at each meeting. The following community coffee meetings have been scheduled:

- Thursday, September 20th, 6:00-7:00 p.m. (Chimbole Center in Palmdale)
- Monday, September 24th, 9:00-10:00 a.m. (William S. Hart Community Center, Santa Clarita)
• Thursday, September 27th, 6:00-7:00 p.m. (Van Nuys Public Library)
A schedule of these meetings, and other community meetings, will be put together on a 6-month schedule that will be made available to the community.

4. **Commonly Coordinated Services Guide by Age Group:** The draft guides for 3 different age groups are being finalized. The guides will be full page size, made of durable card stock, and will have photographs reflecting that age group.

5. **Staff Development:** The center is providing trainings to staff on the following topics:
   - Goal writing ("ages and stages"), which focuses on what development goals should be expected for different age groups.
   - Risk assessment and mitigation.

6. **Early Start:** Jesse reported that NLACRC is a member of "Cohort 3," a collaboration of 9 regional centers that are working together to implement the State Systemic Improvement Plan (SSIP) that is focusing on improving social and emotional developmental outcomes for infants and toddlers in Early Start. NLACRC will be implementing this initiative through a Local Implementation Team (a collaboration with DDS, local school districts, the Family Focus Resource Center, and vendors).

G. **FY 2017-18 Committee Action Log**

All of the actions that this committee took last fiscal year were listed in a log for the committee’s review. The log serves to show the number and types of actions that were taken for the committee’s information.

V. **Board Meeting Agenda Items**

The following items were identified for the committee’s section of the September 12th board meeting agenda:

A. Minutes of the August 22nd Meeting
B. Self-Determination Program Update
C. Approval to Convene a Panel to Interview & Select SDP Applicants
VI. Announcements / Information Items / Public Input

A. **Complete Meeting Evaluations**

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

B. **Annual Legislative Training**: Wednesday, September 19th, at 6:00 p.m.

This training will be held in lieu of the Consumer Services & Government/Community Relations Committee meetings next month.

C. **Next Meeting**: Wednesday, October 17th, at 6:00 p.m.

VII. Adjournment

Anna adjourned the meeting at 6:41 p.m.

Submitted by:

Jennifer Kaiser
Executive Assistant

[csmin.aug22.2018]
Government & Community Relations Committee
North Los Angeles County Regional Center
Government & Community Relations Committee
Meeting Minutes
August 22, 2018

Draft

Present: Melissa Ferman, Jessica Gould, Anna Hamilton, Sharoll Jackson, Caroline Mitchell, and Jeremy Sunderland – Committee Members
Orli Almog and Sonia Ojeda – Vendor Advisory Committee Representatives
Raquel Armendariz and Michelle Heid – Legislative Educators
Evan Ingber, Sara Iwahashi, Ruth Janka, Jennifer Kaiser, Michele Marra, and George Stevens – Staff Members

Absent: Marianne Davis and Angelina Martinez

I. Call to Order & Introductions

Jeremy Sunderland, chair, called the meeting to order at 6:53 p.m. and introductions were made. Jeremy welcomed Orli Almog and Sonia Ojeda, the new VAC representatives to the committee.

II. Public Input

A. Jessica Gould reported that she attended the 38th annual Government Day event last weekend at the Panorama mall. It was well attended with more than 30 federal, state, county, and city agencies represented. Jessica had the opportunity to network with many people including Assembly Member Adrin Nazarian, Gil Garcetti, and a representative of the Los Angeles Mayor’s office. It was a great event and Jessica encouraged everyone to go next year.

B. Caroline Mitchell announced that she recently attended a town hall meeting that focused on issues around homeless people. Antonio Villaraigosa and Gil Garcetti were both there supporting bridge funding for the homeless.

III. Consent Items

A. Approval of Agenda

M/S/C (C. Mitchell/M. Ferman) To approve the agenda as presented.

B. Approval of Minutes of the July 19th Meeting

M/S/C (C. Mitchell/S. Jackson) To approve the minutes as presented.
IV. Committee Business

A. Approved Board Legislative Priorities for FY 2018-19

The board approved the following legislative priorities for this fiscal year:

1. Continue our community engagement by finding out what issues are important to them through a variety of ways.
2. Conduct legislative advocacy trainings that reach out to our community.
3. Hold an annual legislative event.
4. Hold candidates forums, as needed, in the center’s catchment area.

B. Select Committee Hearing, held August 7th

The Select Committee on Individuals with Intellectual & Developmental Disabilities recently held a hearing in Sacramento and the following information from that hearing was provided to the committee:

1. A hearing overview by the Association of Regional Center Agencies (ARCA).
2. The hearing agenda.
3. The Legislative Analysts’ Office’s report called, “The Department of Developmental Services – Budget Trends and Recent Budget Actions.”

Michelle Heid attended the hearing and gave a firsthand account of the 2½ hour hearing, which can be found in the archive file of CalChannel. Michelle encouraged the committee members to take the time to watch the hearing.

Action: Michelle Heid will send a link to the hearing to Jennifer Kaiser who will forward it to the committee.

C. Legislative Educators’ Report

Michelle Heid introduced Raquel Armendariz, the newest member of the legislative education team. Raquel is bicultural and bilingual which makes her a great asset to the team! Michelle provided the committee with handout on their recent activities and coming events, which included: training and
advocacy workshops; local grass roots visits with legislators; upcoming events (including the candidates' forums); and the legislative calendar.

1. **Candidates Forums/Co-Sponsorship:** Two candidates' forums will be held:

   - Thursday, October 11\(^{th}\), at 6:30 p.m. (The Centre, Santa Clarita)
   - Thursday, October 25\(^{th}\), at 6:30 p.m. (Sam's Café, North Hills)

The Los Angeles Coalition of Service Providers and the Family Focus Resource Center have offered to help co-sponsor the forums.

2. **The Help Group's Legislative Activities**

   Per a suggestion made by a committee member last month, staff are finding out more about The Help Group's legislative activities and will report back at next month's committee meeting.

3. **Informational Hearing on Bridge Funding:** August 29\(^{th}\)

   Michelle Heid and Steve Miller will be attending this hearing, which will be held from 10:00 a.m. to 1:00 p.m.

   **Action:** Michelle will send the conference call number for the hearing to Jennifer so she can forward it to the members of this committee in the event they would like to listen in.

4. **Developmental Services Task Force**

   Michelle Heid attends state's Developmental Services Task Force meetings to provide a viewpoint from a behavioral service provider's perspective and participates in one of their work groups.

D. **Publications Update**

1. **Draft of the Center's New General Brochure:** We are waiting to get the revised proof from the printer.

2. **Commonly Coordinated Services Guide by Age Group:** The draft guides for 3 different age groups are being finalized. The guides will be full page size, made of durable card stock, has a larger font, and will
have photographs reflecting the age group. Sara circulated a draft of the Early Start and school age service guide for the committee's review.

3. **Family Services Guide:** We are in the process of finalizing the family services guide.

E. **Valley Industry & Commerce Association (VICA) Events**

The center is a member of VICA, an advocacy organization for businesses in the San Fernando Valley. VICA maintains a regular presence at all levels of government to effectively represent valley businesses. Sara reported that 2 of the center's staff participated in other VICA events that were recently held:

1. **On July 17th,** Jamie DeWitt attended a newsmaker connection with Christine Miller, senior project manager of Homeless Strategies in Los Angeles.
2. **On July 19th,** Engrid Smith attended a leadership forum with Austin Beutner, LAUSD superintendent.

Fliers were provided for 2 upcoming VICA events:

3. **Wednesday, September 26th, 5:30-7:30 p.m.** - An opportunity to meet Los Angeles Police Department Chief Michel Moore.

   **Action:** The committee selected Michele Marra to represent the center at this event; Michele will take a case management support person with her. They will network with people there about the importance of public safety for our consumers.

4. **Friday, October 26th, 7:00 a.m.-2:30 p.m.** - A business forecast conference called, “Making the Impossible Possible”

   **Action:** Jeremy and Jessica both expressed interest in attending this event.

   **Action:** Sara will find out more information about the costs associated with the conference and report back to the committee.

F. **Valley Industrial Association**

VIA is an organization similar to VICA but representing the Santa Clarita Valley. Information on VIA was provided to the committee for their information.
M/S/C (C. Mitchell/J. Gould) To recommend to the Board of Trustees to approve the center becoming a member of the Valley Industrial Association.

Staff are researching business associations representing the Antelope Valley.

G. Legislative Update

1. Legislative Bill File: Copies of the committee’s updated bill file were provided for their information. The committee is currently tracking 31 different bills.

2. ARCA Legislative Committee Meeting: Michele Marra and Sara Iwashashi are members of the ARCA Legislative Committee which met earlier today. Legislative concepts were discussed including:

- Regional center line of credit funds. When regional centers have to borrow money, the interest comes out of their operations budgets and are not reimbursed by DDS. In addition, some banks charge just to set up a credit line, whether the regional center borrows or not.
- Omnibus roll-back. Recession changes and ill-conceived cuts have not been restored and should be.

It was also announced that State Senator Anthony Portantino, who represents the 25th Senate District, was appointed Monday as chair of the Senate Appropriations Committee. He replaces Senator Ricardo Lara, from the 33rd Senate District. Senator Portantino’s district is primarily in Lanterman Regional Center’s catchment area, but a small part of the district is in NLACRC’s catchment area.

H. IPP Public Service Announcement (George & Ruth)

George and Ruth will proceed in producing a short 3-minute film about what an IPP is. They will include this project in a larger one to update several of the center’s outdated films.

I. FY 2017-18 Committee Action Log

All of the formal and informal actions that were taken by this committee last fiscal year were entered into a log; copies of the log were provided to the committee. The action log helps the new committee to see what types of actions were taken by the former committee.
J. **Board Audit Question:** Does the center have a training and information plan that meets the requirements of statute, contracts, and board policy?

Michele Marra reported that the Lanterman Act drives the center’s training and information plan. The center also recently developed a 5-year strategic plan to support it. Sara and Evan presented the center’s public information plan for FY 2018-19.

V. **Board Meeting Agenda Items**

The following items were identified for the committee’s section of the September 12th board meeting agenda:

A. Minutes of the August 22nd Meeting
B. Legislative Educators’ Report
C. Legislative Bill File
D. Annual Board Legislative Training: Wed., September 19th, at 6:00 p.m.
E. Approval to Join the Valley Industrial Association

VI. **Announcements / Information / Public Input**

A. **Complete Meeting Evaluations**

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

B. **Annual Legislative Training:** Wednesday, September 19th

The legislative training will be held in lieu of the Consumer Services & Government/Community Relations Committee meetings.

C. **Next Meeting:** Wednesday, October 17th

VII. **Adjournment**

Jeremy adjourned the meeting at 8:16 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant
Community and Legislative Educator Project Update 8/2018
Presented by Steve Miller and Michelle Heid
steve.sj.miller@gmail.com and mheid@abpathways.com

July/August Events

Training and Advocacy Workshops
A Voter Engagement and Advocacy Training was presented for young adults who receive regional Center services through Tierra del Sol’s Nexus program in July. We will continue to present this workshop to small groups leading up to the November election. We will also be visiting with all established support groups to provide an introduction to the Community and Legislative Educator Project and to learn about their needs for systems advocacy and support.

Local Grass Roots Visits
In June and July grass roots teams visited with Senator Hertzberg, staff from Assemblymember Bloom’s office, Assemblymember Friedman, and staff from Supervisor Barger’s office focusing on transportation and healthcare. We are working to coordinate visits in upcoming months for Assemblymember Acosta, Supervisor Kuehl, Senator Portantino, and Senator Stern. If you are on one of these teams stay tuned for more information.

Grass roots teams -- all members of the Board of Trustees have been assigned to a grass roots team and during the coming year we will be planning visits on a rotating schedule (visiting a few legislators each month throughout the year).

Upcoming Events
Candidates’ Forums
Antelope Valley & Santa Clarita – October 11th at the 20880 Centre Pointe Parkway, Santa Clarita
  • House of Representatives, 25th District – Steve Knight (R) and Katie Hill (D)
  • State Assembly, 36th District – Tom Lackey (R) and Steve Fox (D)
  • State Assembly, 38th District – Dante Acosta (R) and Christy Smith (D)

San Fernando Valley – October 25th at Sam’s Café New Horizons 15725 Parthenia Street, North Hills
  • House of Representatives, 30th District – Sherman and Reed
  • State Senate, 18th District – Hertzberg and Melendez
  • State Assembly, 46th District – Nazarian and Hoge

Legislative Calendar
Legislature reconvenes from summer recess on August 6 and begins their final recess on August 31st. During the month of August they will be passing any final bills that will be then sent to the Governor for review by September 30th. 2018 Election will be held on November 6th and elected officials will begin their term on January 3rd, 2019.
### NLACRC PRIORITY LEGISLATIVE BILLS

**As of 8/22/18**

*Legislator who serves our catchment area*

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<tr>
<td>AB 11</td>
<td>Early and Periodic Screening, Diagnosis, and Treatment Program: screening services. Current federal law provides that EPSDT services include periodic screening services, vision services, dental services, hearing services, and other necessary services to correct or ameliorate defects and physical and mental illnesses and conditions discovered by the screening services, whether or not the services are covered under the state plan. This bill would require, consistent with federal law, that screening services under the EPSDT program include developmental screening services for individuals zero to 3 years of age, inclusive. Until July 1, 2023, the bill would require an external quality review organization entity to annually review, survey, and report on managed care plan reporting and compliance with specified developmental screening tools and schedules.</td>
<td>Location: 8/17/18 Senate Third Reading Calendar: 8/20/18 #450 Senate Third Reading File – Asm bills. Last amended: 7/3/18</td>
<td></td>
<td>NLACRC Support ARCA Support</td>
<td>1-17-18 NLACRC subject matter expert reviewed and recommends a Support position based on current bill language. He says that one of the issues medical providers has is the lack of reimbursement for developmental screening activities and therefore it may not be done by some providers. If this can be an EPSDT benefit, it will increase the amount of developmental screening being done which increase detection of developmental problems and Early Start referrals. 2/15/18 – Support letter sent to legislator.</td>
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<td>SB 821 Sen.</td>
<td><strong>Emergency notification: county jurisdictions.</strong> Authorizes a county or a city to access the contact information of residents, through the records of a public utility or county social services department, for the sole purposes of enrolling residents in a county-operated public emergency warning system.</td>
<td>Location: 8/20/18 Asm. Committee on Human Services. Last amended: 8/16/18</td>
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<td>ARCA will likely take a Support position</td>
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<td>AB 1596 Asm. Todd Gloria (D)</td>
<td>Property taxation: base year value transfers. The California Constitution and current property tax law authorize a person who is either severely disabled or over 55 years of age to transfer the base year value, as defined, of property that is eligible for the homeowners’ property tax exemption to a replacement dwelling that is of equal or lesser value located within the same county as the property from which the base year value is transferred, and if a county ordinance so providing has been adopted, to a replacement dwelling that is located in a different county. This bill, on or after January 1, 2019, would expand this authorization to transfer the base year value of an original property to a person who is the parent or legal guardian of a severely and permanently disabled child and resides with the child.</td>
<td>Location: 8/22/18 Senate Inactive File Calendar: 8/22/18 #77 Senate Third Reading File Asm. Bills. Last amended: 4/18/18</td>
<td>ARCA Support NLACRC Support</td>
<td>NLACRC subject matter expert recommends a support position. Support letter has been sent to legislator. ARCA – Almost the same bill as ACA 12 which ARCA supported.</td>
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<td>AB 1801 *Asm. Adrin Nazarian (D)</td>
<td>Newborns: cytomegalovirus public education testing. Would, until January 1, 2023, require the State Department of Health Care Services to establish a commission on Cytomegalovirus (CMV) Public Education and Testing. The bill would require the commission to address the issue of CMV public education and testing relating to CMV. The bill would require the director of the department to appoint members to the commission, as specified. The bill would require the commission to submit a report to the Legislature on or before December 31, 2019, and annually thereafter for 3 years, as specified.</td>
<td>Location: 8/21/18 Assembly Desk. Last amended: 6/26/18</td>
<td></td>
<td>NLACRC Support ARCA Support</td>
<td>1/17/18 – NLACRC subject matter expert reviewed and recommends a Support position based on current bill language. 2/15/18 – Support letter sent to legislator and committee.</td>
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<td>*Asm. Tom Lackey (R)</td>
<td>Under current law, it is an infraction or a misdemeanor for any person to permit any dog that is owned, harbored, or controlled by him or her to cause injury to, or the death of, any guide, signal, or service dog, as defined, while the guide, signal, or service dog is in discharge of its duties. Current law makes any person who intentionally causes injury to, or the death of, any guide, signal, or service dog, as defined, while the dog is in discharge of its duties, guilty of a misdemeanor. This bill would delete, from both crimes, the requirement that the guide, signal, or service dog be in discharge of its duties when the injury or death occurs and would make these crimes applicable to the injury or death of dogs that are enrolled in a training school or program for guide, signal, or service dogs, as specified.</td>
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5  Government & Community Relations Committee Meeting as of 8/22/18
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<td>AB 2039</td>
<td>Personal income taxes: deductions: CalABLE deductions. Current federal law, the Stephen Beck, Jr., Achieving a Better Life Experience Act of 2014 (ABLE Act), encourages and assists individuals and families to save private funds for the purpose of supporting persons with disabilities to maintain their health, independence, and quality of life by excluding from gross income distributions used for qualified disability expenses by a beneficiary of a qualified ABLE program established and maintained by a state, as specified. This bill would, for each taxable year beginning on or after January 1, 2018, and before January 1, 2023, would allow a deduction in computing adjusted gross income in an amount equal to the amount contributed by a taxpayer during the taxable year to a CalABLE account.</td>
<td>Location: 4/4/18 Assembly Appropriations Suspense File. Last amended: 3/21/18</td>
<td>ARCA Support</td>
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<td>AB 2083</td>
<td><strong>Foster youth: trauma-informed system of care.</strong> This bill would state the intent of the Legislature in adopting the bill to build upon the current Continuum of Care Reform (CCR) implementation effort by, among other things, developing a coordinated, timely, and trauma-informed system-of-care approach for foster children and youth who have experienced severe trauma. The bill would require each county to develop and implement a memorandum of understanding, as specified, setting forth the roles and responsibilities of agencies and other entities that serve children and youth in foster care who have experienced severe trauma.</td>
<td>Location: 8/20/18 Senate Third Reading.</td>
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<td>ARCA Concerns</td>
<td>ARCA supports the recognition of regional center expertise in the needs of foster youth with developmental disabilities but the bill's current language could unintentionally require RCs to sign a MOU with which they may not agree -- or for technical reasons even be able to implement.</td>
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<td>AB 2132</td>
<td>Building permit fees: waiver. The State Housing Law authorizes cities and counties to prescribe fees for permits required or authorized pursuant to the State Housing Law. This bill would authorize these entities to waive or reduce all building permit fees for improvements to the home of a person at least 60 years of age with a qualifying disability that are made to accommodate that disability.</td>
<td>Location: 8/20/18 Assembly Concurrence. Calendar: 8/23/18 #35 Assembly Concurrence in Senate Amendments. Last amended: 8/13/18</td>
<td>ARCA Support if amended</td>
<td>ARCA wants this bill amended to include regional center consumers instead of only people over 60 with a disability.</td>
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| AB 2171  
Asm. Jim Frazier (D) | Individuals with disabilities: special education and related services. Would provide that the Legislature recognizes that the Superintendent, the Director of Developmental Services, and the Director of Rehabilitation have developed an agreement to ensure the seamless and coordinated delivery of services and supports to individuals with disabilities who are eligible for special education services or who are eligible for services provided by the State Department of Education, the State Department of Developmental Services, or the Department of Rehabilitation for individuals with developmental disabilities. | Location: 8/21/18 Senate Third Reading.  
Calendar: 8/22/18 #446 Senate Special Consent Calendar No. 28  
Last amended: 6/28/18 | ARCA Support with Comments | SCDD is the sponsor of this bill and SB 1274 (McGuire). ARCA supports competitive employment opportunities but it is unclear how this bill will change existing, person-centered processes. Also, the bill's current language appears to require the identification of employment supports, regardless of whether the individual expresses a choice to work or not. |
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<td>AB 2244</td>
<td>Developmental services: regional centers: provider rates. Current law prohibits a regional center from paying a greater rate to a provider of certain services or supports, as specified, or from approving a service level for a residential service provider that would result in an increase in state costs, unless the regional center demonstrates that the approval is necessary to protect the consumer's health or safety and the department has granted prior written authorization or, in certain circumstances, unless the increase is required by a contract between the regional center and the vendor, as specified. This bill would deem a request from a regional center for prior written authorization approved by the State Department of Developmental Services if the department does not act on the request within 30 calendar days of receipt of the request, unless the director, in his or her discretion, determines that additional time is reasonably necessary to fully and fairly evaluate the request, as specified.</td>
<td>Location: 5/25/18 In Assembly Appropriations. Held under submission.</td>
<td>NLACRC Support ARCA Support</td>
<td>NLACRC – Board voted in favor of a support position at April 11th meeting. Letter has been sent to Asm. Acosta. ARCA – Senate Republican staff contacted ARCA. They couldn’t find a Senator to sponsor the bill but they were able to get Assemblymember Acosta to carry it.</td>
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<td>AB 2328</td>
<td>Alcohol and drug treatment. Existing law provides counties with broad discretion in the choice of services they utilize to alleviate the alcohol and other drug problems of specific population groups and the community when spending funds allocated to them by the state for that purpose. This bill would make a technical, nonsubstantive change to those provisions.</td>
<td>Location: 5/25/18 In Assembly Appropriations. Held under submission. Last amended: 3/23/18</td>
<td>ARCA Watch</td>
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<td>AB 2370</td>
<td>Lead exposure: child day care facilities: family day care homes.</td>
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<td>Location: 8/22/18</td>
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<td>Asm. Chris Holden (D)</td>
<td>The California Child Day Care Facilities Act requires that, as a condition of licensure and in addition to any other required training, at least one director or teacher at each day care center, and each family day care home licensee who provides care, have at least 15 hours of health and safety training, covering specified components. This bill would require, as a condition of licensure for licenses issued on or after July 1, 2020, the health and safety training to include instruction in the prevention of lead exposure as a part of the preventive health practices course or courses component.</td>
<td>Calendar: 8/22/18 #452 Senate Special Consent Calendar No. 282 Last amended: 8/6/18</td>
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<td>AB 2623 Asm. Chris Holden (D)</td>
<td><strong>Developmental disabilities: regional centers.</strong> Current law authorizes the State Department of Developmental Services to contract with regional centers to provide various services and supports to persons with developmental disabilities. Current law sets forth the department’s and the regional center’s authority to establish provider rates. Current law prohibits certain provider rate increases, but authorizes increases to those rates as necessary to adjust employee wages to meet the state minimum wage law. Current law further requires the department to adopt regulations that specify rates, calculated on the basis of a cost model, including, among other things, changes in the state or federal minimum wage, for community care facilities serving persons with developmental disabilities, as specified. This bill would require the cost model described above to also include changes in local minimum wage.</td>
<td>Location: 5/25/18 In Assembly Appropriations. Held under submission.</td>
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<td>ARCA Support</td>
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<td>Bill No. &amp; Author</td>
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<td>AB 2753</td>
<td>Density bonuses: density bonus application. Current law requires a city or county to adopt procedures and timelines for processing a density bonus application and provide a list of documents and information required to be submitted with the application in order for it to be deemed complete. Current law requires a city or county to notify an applicant whether the application is complete within 30 calendar days or receiving the application, or a resubmittal of that application, and establishes an appeal process for that decision. This bill would additionally require a city or county to provide the applicant with a determination as to the amount of density bonus and any parking ratios requested by the applicant for which the development is eligible and whether the applicant has provided adequate information to make a determination as to any incentives, concessions, or waivers or reductions development standards requested by the applicant.</td>
<td>Location: 8/9/18 Senate Third Reading. Calendar: 8/22/18 #152 Senate Third Reading File. Last amended: 4/19/18</td>
<td>ARCA Support</td>
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<td>AB 2823</td>
<td>Violent felonies.</td>
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<td>Location: 8/6/18</td>
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<td>ARCA Support</td>
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<td>*Asm. Adrin Nazarian (D)</td>
<td>Current law generally imposes an additional one-year term for a felony and a 3-year term for a violent felony for each prior separate prison term served for a felony or a violent felony, respectively. The Legislature may amend these initiative statutes by a statute passed in each house by a 2/3 vote. This bill would additionally define human sex trafficking as a violent felony. By changing the sentence of a crime, this bill would impose a state-mandated local program.</td>
<td></td>
<td>Senate Appropriations Suspense File.</td>
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<td>Last amended: 6/26/18</td>
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<td>AB 2911</td>
<td>Fire safety.</td>
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<td>Location: 8/17/18</td>
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<td>Senate Third Reading.</td>
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<td>#232 Senate Third Reading File.</td>
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<td>*Asm. Laura Friedman (D)</td>
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<td>Last amended: 8/6/18</td>
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<td>AB 2994 Asm. Chris Holden (D)</td>
<td><strong>Building standards: public restrooms: grab bars.</strong> The California Building Standards Law provides for the adoption of building standards by state agencies by requiring all state agencies that adopt or propose any building standard to submit the building standard to the California Building Standards Commission for approval or adoption. This bill would require the Division of the State Architect to review the current disability access standards for public restroom stalls and to develop and propose to the commission for consideration updated standards on the required number of ambulatory accessible stalls in public restrooms.</td>
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<td>Location: 8/8/18 Senate Third Reading. Calendar: 8/22/18, #141 Senate Third Reading File Asm. Bills. Last amended: 6/21/18</td>
<td>ARCA Support</td>
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<td>AB 2998</td>
<td><strong>Juvenile products: flame retardant materials.</strong> Would, on and after January 1,</td>
<td>Location: 8/21/18 Senate Third Reading. Last amended: 8/22/18 #385</td>
<td>ARCA Support</td>
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<td>2020, would prohibit a person, including a manufacturer, from selling or</td>
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<td>distributing in commerce in this state new, not previously owned juvenile</td>
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<td>products, mattresses, or upholstered furniture that contains, or a constituent</td>
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<td>component of which contains, flame retardant chemicals at levels above 1,000</td>
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<td>parts per million, except as specified, and would prohibit a custom upholsterer</td>
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<td>from, among other things, repairing upholstered furniture or reupholstered</td>
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<td>furniture using components that contain flame retardant chemicals at levels</td>
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<td>above 1,000 parts per million, except as specified.</td>
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<td>AB 3098</td>
<td>Residential care facilities for the elderly: emergency plans.</td>
<td><strong>Location:</strong> 7/3/18 Senate Third Reading. Calendar: 8/22/18 #100 Senate Third Reading File.</td>
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<td>ARCA Support</td>
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<td>*Asm. Laura Friedman (D)</td>
<td>Current law provides for the licensure and regulation of residential care facilities for the elderly by the State Department of Social Services. Current law requires a facility to have an emergency plan that includes specified provisions and is available, upon request, to residents onsite and available to local emergency responders. Current law exempts a facility that has obtained a certificate of authority to offer continuing care contracts from this requirement. A violation of these provisions is punishable as a misdemeanor. This bill would repeal the above-described provision exempting a facility that has obtained a certificate of authority to offer continuing care contracts from the requirement of having an emergency plan.</td>
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<td>AB 3127</td>
<td><strong>Income taxes: credits: employees with disabilities.</strong> This bill, for taxable years beginning on and after January 1, 2019, and before January 1, 2024, would allow a credit under those laws to a qualified employer that pays or incurs to a qualified employee a wage equal to or exceeding the minimum wage during the taxable year, as provided. The bill would define a qualified employee as an individual with a disability who may be paid a special minimum wage under existing state or federal law. The credit would be allowed in an amount equal to the difference between the special minimum wage and the minimum wage, multiplied by the hours worked by the qualified employee. The bill would require the Franchise Tax Board to submit a report containing specified data relating to these credits to the Legislature by June 1, 2024.</td>
<td>Location: 5/25/18 In Assembly - Appropriations. Held under submission.</td>
<td>ARCA Watch</td>
<td>ARCA – recommendation to send a letter explaining the history of subminimum wage and the impact on the DD system. The challenge with this bill is that it would give providers who are permitted to pay subminimum wage with tax breaks. Want to express support for moving people away from subminimum wage settings.</td>
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<td>Asm. David Chiu (D)</td>
<td>Current property tax law, in accordance with the California Constitution, provides for a “welfare exemption” for property used exclusively for religious, hospital, scientific, or charitable purposes and that is owned or operated by certain types of nonprofit entities, if certain qualifying criteria are met. Under current property tax law, property that meets these requirements that is used exclusively for rental housing and related facilities is entitled to a partial exemption, as specified. This bill, on and after January 1, 2019, would provide a similar exemption for qualified property, as defined, that meets the requirements of the welfare exemption that is used exclusively for rental housing and related facilities, equal to that percentage of the value of the property that is equal to the percentage that the number of units serving moderate income households, as defined, represents of the total number of residential units.</td>
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<td>ARCA Support</td>
<td>ARCA – Builds on AB 1193 (Gloria) which ARCA supported.</td>
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<td>AB 3200</td>
<td>Public social services: SSI/SSP. Under existing law, benefit payments under SSP</td>
<td>Location: 8/6/18</td>
<td></td>
<td>NLACRC</td>
<td>The Board voted to take a Support position at the April 11th meeting. A letter has been sent to the legislator.</td>
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<td>Asm. Ash Kalra (D)</td>
<td>are calculated by establishing the maximum level of nonexempt income and federal SSI and state SSP benefits for each category of eligible recipient, with an annual cost-of-living adjustment, effective January 1 of each year. Existing law prohibits, for each calendar year, commencing with the 2011 calendar year, any cost-of-living adjustment from being made to the maximum benefit payment unless otherwise specified by statute, except for the pass along of any cost-of-living increase in the federal SSI benefits. Existing law continuously appropriates funds for the implementation of SSP.</td>
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<td>This bill would reinstate the cost-of-living adjustment beginning January 1 of the 2019 calendar year. The bill would also require a maximum aid payment provided to an individual or a married couple that does not equal or exceed 100% of the 2018 federal poverty level to be increased to an amount that equals 100% of the federal poverty level. By reinstating the cost-of-living adjustment and by increasing the amount of benefits paid under the SSP, this bill would make an appropriation.</td>
<td>Last amended: 5/25/18</td>
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<td>ACR 77 Asm. Tom Lackey (R)</td>
<td>Developmental centers. Would express the Legislature’s support for reinvesting revenues and cost savings from the closure, sale, and reuse of developmental centers into the community of persons with developmental disabilities, including through creation of a self-sustaining income mechanism to support persons with developmental disabilities and the establishment of a working group to examine the potential sale or reuse of developmental center properties. The measure would express the Legislature’s intent that all moneys in the Department of Developmental Services Trust Fund should be allocated for the support of persons with developmental disabilities, as specified.</td>
<td>Location: 2/27/18 Re-referred to Senate Rules. Last amended: 2/27/18</td>
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<td>ARCA Support NLACRC Support</td>
<td>NLACRC sent a support letter in June 2017. Coauthors include Assemblymembers Acosta, Bloom, Friedman, Nazarian And Senator Wilk.</td>
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<td><strong>California Down Syndrome Awareness Week and Day</strong></td>
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<td>This measure would proclaim March 18 to March 24, 2018, as California Down Syndrome Awareness Week and March 21, 2018, as California Down Syndrome Day, and would encourage all Californians to support and participate in related activities.</td>
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<td><strong>ACR 165</strong> Asm. Timothy Grayson (D)</td>
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<td>SB 134</td>
<td>Regional center contracts. Would require a contract between the State Department of Developmental Services and a private nonprofit association for the operation of a regional center that is entered into or renewed on and after January 1, 2019, to include specified procedures for employee retention, including requiring a successor contractor to agree to retain designated covered employees of the predecessor contractor for a transition period of 90 days, as specified. The bill would prohibit the successor contractor from reducing the compensation of a covered employee, or terminating a covered employee without cause, during the transition period, and would require the successor contractor to provide each covered employee with a written performance evaluation at the end of the transition period.</td>
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<td>SB 354 *Sen. Anthony Portantino (D)</td>
<td>Special education: individualized education programs: translation services. This bill would revise the definition of “parent” to specify that it also includes the educational rights holder and the conservator of a child. The bill would instead require that a person who meets the definition of “parent,” including all categories of people included in that definition, be determined to be the “parent” for purposes of these provisions if there is a judicial decree or order identifying that person, as specified.</td>
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<td>SB 399</td>
<td>Health care coverage: pervasive developmental disorder or autism.</td>
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<td>SB 1274</td>
<td><strong>Developmental services: data exchange.</strong> Requires the California Department of Social Services (CDSS) to provide information to the state Department of Developmental Services (DDS) about DDS consumers' participation in California Work Opportunity and Responsibility for Kids (CalWORKs) and CalFresh in order to monitor and evaluate the effectiveness of the state's Employment First Policy.</td>
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<td>Sen. Mike McGuire – (D)</td>
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<td>SB 1317</td>
<td><strong>Substance abuse: residential treatment facilities.</strong> Requires the Department of Health Care Services, no later than January 1, 2020, to develop specified guidelines on the manner in which to report to the Legislature about unlicensed residential alcoholism or drug abuse recovery or treatment facilities. The bill would require the guidelines to address certain topics, including, among others, methods for determining whether complaints received by the department regarding unlicensed facilities in communities are substantiated or unsubstantiated. The bill would require the department, no later than January 1, 2021, to complete and submit a report, using those guidelines, to the Legislature.</td>
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<td>SB 1320</td>
<td>Elder or dependent adult abuse: victim confidentiality.</td>
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<td>*Sen. Henry Stern (D)</td>
<td>Existing law authorizes victims of domestic violence, sexual assault, stalking, or human trafficking to complete an application to be approved by the Secretary of State for the purpose of enabling state and local agencies to respond to requests for public records without disclosing a program participant’s residence address contained in any public record and otherwise provide for confidentiality of identity for that person, subject to specified conditions. Any person who makes a false statement in an application is guilty of a misdemeanor.</td>
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<td>This bill would make this program available to a victim of elder or dependent adult abuse and would make related conforming changes. By expanding the scope of the program to include victims of elder or dependent abuse, this bill would impose new duties on local public officials and expand the scope of an existing crime, thereby creating a state-mandated local program.</td>
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<td>SB 1352</td>
<td><strong>Personal income taxes: deductions.</strong>&lt;br&gt;The Personal Income Tax Law allows various credits against the taxes imposed by those laws. This bill would allow a credit against those taxes for each taxable year beginning on or after January 1, 2019, and before January 1, 2024, in an amount equal to 20% of a qualified contribution, as defined, paid or incurred by a taxpayer during the taxable year, not to exceed $750.</td>
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<td>Sen. Jeff Stone (R)</td>
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<td>SB 1464</td>
<td><strong>Medi-Cal benefits: enrollees with special dental care needs.</strong>&lt;br&gt;Requires the Department of Health Care Services (DHCS) to develop a mechanism to identify and designate individuals with chronic medical, physical, mental, behavioral, or developmental conditions or other disabilities that complicate their dental care or require the dental provider to provide additional expertise, actions, and resources. Requires DHCS to establish Medi-Cal aid codes that identify these individuals as enrollees with special dental service needs, and would require DHCS to include in its Denti-Cal services three additional dental codes for behavior management and dental case management for these individuals.</td>
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<td>SJR 19</td>
<td>Special education funding. This measure would respectfully memorialize the Congress and the President of the United States to enact H.R. 2902 pending before Congress that would fully fund the federal IDEA.</td>
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Attendance Sheets,
Acronym Listing
&
Meeting Evaluation
North Los Angeles County Regional Center  
Board of Trustees  

Board Meeting Attendance  
FY 2018-19

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<td>Manuel Alfaro</td>
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\[X = \text{No board meeting held} \quad P = \text{Present} \quad Ab = \text{Absent}\]

**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 2-10-99)
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X = No meeting held  
P = Present  
Ab = Absent  
T = Transportation issue  
* = Not a regularly scheduled meeting

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)
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<td>The Association for Persons with Severe Handicaps</td>
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<td>CDE</td>
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<td>CPP</td>
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<td>CRDP</td>
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<td>DSS</td>
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HCBS  - Home and Community Based Services (Waiver)
HCFA  - Health Care Financing Administration (now called CMMS)
HIPAA - Health Insurance Portability and Accountability Act
HOPE - Home Ownership for Personal Empowerment
HRC   - Harbor Regional Center
HUD   - Housing and Urban Development (Federal)

ICB Model  - Individualized Choice Budget Model
ICF    - Intermediate Care Facility
ICF/DD - Intermediate Care Facility/Developmentally Disabled
ICF/DD-H - Intermediate Care Facility/Developmentally Disabled-Habilitative
ICF/DD-N - Intermediate Care Facility/Developmentally Disabled-Nursing
ICF/SPA - Intermediate Care Facility/State Plan Amendment
IDEA   - Individuals with Disabilities Education Act
IDEIA  - Individuals with Disabilities Education Improvement Act
IDP    - Individual Development Plan
IDT    - Inter-disciplinary Team
IEP    - Individual Educational Plan
IFSP   - Individual Family Service Plan
IHHP   - Individual Habilitation Plan
IHSS   - In-Home Supportive Services
ILC    - Independent Living Center
ILS    - Independent Living Services
IMD    - Institutes of Mental Disease
IPP    - Individual Program Plan
IRC    - Inland Regional Center
ISP    - Individual Service Plan

KRC    - Kern Regional Center

LACHD  - Los Angeles County Health Department
LACDMH - Los Angeles County Department of Mental Health
LACTC  - Los Angeles County Transportation Commission
LADOT  - Los Angeles Department of Transportation (City)
LAUSD  - Los Angeles Unified School District
LCSW   - Licensed Clinical Social Worker
LDC    - Lanterman Developmental Center
LEA    - Local Education Agency
LICA   - Local Interagency Coordination Area
NLACRC Alphabet Soup

LRC - Lanterman Regional Center
MCH - Maternal and Child Health
MFCC - Marriage, Family and Child Counselor
MHRC - Mental Health Rehabilitation Center
MMIS - Medicaid Management Information System
MSW - Masters in Social Work
NADD - National Association for the Dually Diagnosed
NASDDDS - National Association of State Directors of Developmental Disabilities Services
NBRC - North Bay Regional Center
NLACRC - North Los Angeles County Regional Center
OAH - Office of Administrative Hearings
OCRA - Office of Client Rights Advocacy
OPS - Operations funds (for Regional Centers)
OSEP - Office of Special Education Programs
OSERS - Office of Special Education and Rehabilitative Services
OSHA - Occupational Safety and Health Administration
OT - Occupational Therapy
PAI - Protection and Advocacy, Inc. (now called Disability Rights CA)
PDD - Pervasive Developmental Disorder
PDC - Porterville Developmental Center
PDF - Program Development Fund
PEP - Purchase of Service Expenditure Projection (formerly SOAR)
PEPRA - Public Employees’ Pension Reform Act
PERS - Public Employees’ Retirement System
PET - Psychiatric Emergency Team
PIP - Paid Internship Program
PL 94-142 - Public Law 94-142 (Right to Education Bill)
PMRT - Psychiatric Mobile Response Team
POLST - Physician Orders for Life-Sustaining Treatment
POS - Purchase of Services funds (for Regional Centers)
PRMT - Post-Retirement Medical Trust
PRRS - Prevention Resources and Referral Services
PRUCOL - Permanently Residing in the U.S. Under Color of the Law
PT - Physical Therapy
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<td>SCDD</td>
<td>State Council on Developmental Disabilities</td>
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<tr>
<td>SCIHLP</td>
<td>Southern CA Integrated Health and Living Project</td>
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<td>SDRC</td>
<td>San Diego Regional Center</td>
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<td>Sonoma Developmental Center</td>
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<td>SDS</td>
<td>Self-Directed Services</td>
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<td>Service Employees' International Union</td>
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<td>Special Education Local Plan Area</td>
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<td>SG/PRC</td>
<td>San Gabriel/Pomona Regional Center</td>
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<td>SLS</td>
<td>Supported Living Services</td>
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<td>SMA</td>
<td>Schedule of Maximum Allowances (Medi-Cal)</td>
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<td>SNF</td>
<td>Skilled Nursing Facility</td>
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<td>SOAR</td>
<td>Sufficiency of Allocation Report (see PEP)</td>
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<td>SOCCO</td>
<td>Society of Community Care Home Operators</td>
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<td>SPA</td>
<td>State Plan Amendment</td>
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<td>State Supplementary Program</td>
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<td>University Affiliated Program</td>
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<td>Unique Client Identifier</td>
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<td>Acronym</td>
<td>Description</td>
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<td>United Cerebral Palsy</td>
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<td>UFS</td>
<td>Uniform Fiscal System</td>
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<td>VAC</td>
<td>Vendor Advisory Committee</td>
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<td>Valley Industry &amp; Commerce Association</td>
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<td>WAP</td>
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<td>Workforce Innovation and Opportunity Act</td>
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</table>

[alphabetsoup] August 30, 2018
Name: 

Comments: 

1. Did the meeting follow the agenda? Yes ___ No ___
2. Did the meeting begin as scheduled? Yes ___ No ___
3. Did the meeting end as scheduled? Yes ___ No ___
4. Did you receive written or verbal information about the issues on the agenda? Yes ___ No ___
5. Did the information received enable you to make informed decisions? Yes ___ No ___
6. Did the issues concern:
   a. Consumers? Yes ___ No ___
   b. Board operations? Yes ___ No ___
   c. Committee business? Yes ___ No ___
   d. Center operations? Yes ___ No ___
   e. None of the above? (please specify below) 

7. Did you feel prepared to participate in the meeting? Yes ___ No ___
8. What would you like more information about? 

____________________________________________________________________________