

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
May 29, 2019

Present: Dan Becerra, Lillian Martinez, Meagan Miller, and Lou Paporozzi – Committee Members
Ruth Janka, Jennifer Kaiser, Michele Marra, Kim Rolfes, George Stevens, and Jesse Weller – Staff Members

Absent: Elena Burnett and Debra Newman

I. Call to Order

Dan called the meeting to order at 7:33 p.m. in Debra's absence.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Revised Agenda

Item IV.D. was modified, item IV.G. was deferred, and 3 items were added at the end of section IV.

M/S/C (M. Miller/L. Martinez) To approve the revised agenda as modified.

B. Approval of Minutes from the April 24th Meeting

M/S/C (L. Paporozzi/M. Miller) To approve the minutes as presented.

IV. Committee Business

A. 3rd Quarter Report on the Center's Strategic Plan

Copies of the 40-page report were provided. The report not only include the 3rd quarter months (January, February, and March), but also includes activities that were completed in April and May. Kim, Ruth, and Michele provided a high-level overview of the report. The Executive Committee thought the amount of progress made during the last 5 months was very impressive and thanked the directors for their report.

Action: Trainings on quality assurance activities and the center's transparency policy will be provided to the board in later 2019.

B. Board Budget vs. Expenditures

The board's budget for this fiscal year is \$94,000. As of May 17th, \$63,355 (or 67.4%) of the budget has been spent.

C. Center for Nonprofit Management: Retreat Follow-up

At the recent board retreat, the board broke into small groups to identify what they felt were the board's values and what the board's priorities should be for FY 2019-20. Notes from the retreat, along with the Center for Nonprofit Management's recommendations were provided and reviewed. The board's top 3 priorities were:

1. Increase consumer involvement.
2. Increase legislative advocacy.
3. A smooth transition of the executive director position.

Activities were identified to help the board achieve these goals. The Executive Committee added an activity, which is to invite new board members to the board packet review sessions that are held prior to each board meeting.

M/S/C (M. Miller/L. Martinez) To recommend the priorities and activities, as discussed, to the Board of Trustees for approval.

D. 2nd Vice President and Treasurer Positions

These 2 positions still need to be filled for FY 2019-20. After discussion, the committee recommended 2 board members that they would like to see fill these 2 positions: Melissa Ferman for 2nd vice president and Manuel Alfaro for treasurer.

Action: Dan will contact Manuel to see if he would be willing to assume the role of treasurer next fiscal year.

Action: Jennifer will contact Melissa to see if she would be willing to assume the role of 2nd vice president next fiscal year.

E. Proposed Committee Assignments for FY 2019-20

Jennifer presented the proposed committee assignments for next fiscal year. All board members who completed committee selection forms had their preferences accommodated. Also, Nominating Committee members serve a 2-year term, so any board members who served just 1 year will serve again next fiscal year. All

board officers have been assigned to the Administrative Affairs and Executive Committees. The only additional changes that will be made will be the appointment of the new treasurer and 2nd vice president.

F. Board Primary Activities for FY 2019-20

Copies of the board's primary activities for this fiscal year were provided. Only one change was suggested to adapt the activities for next fiscal year.

1. Promote and protect the functions of the regional center.
2. Restore the sustainability of the entitlement to services within the regional center system.
3. Implement the self-determination program in a transparent and fair manner that is consistent with statute.
4. Advocate for a viable rate system for our service providers **and for viable operations funding for regional centers.**
5. Ensure all consumers have equal access to the services and supports to address their needs.

M/S/C (M. Miller/L. Martinez) To present the board's primary activities for FY 2019-20 to the Board of Trustees for their review and approval.

G. Board Holiday Party – Deferred

Discussion on the board holiday party was deferred to the August Executive Committee meeting when Debra Newman and Elena Burnett would be able to join in the discussion.

H. Contractual Requirement: Disclosure Information for all Board Members

At a recent statewide regional center chief financial officers meeting, information was provided about a new contractual requirement for board members: board members full names must be disclosed for screening by _____. If additional screening is needed, board members will be asked to provide their address, date of birth, and Social Security number. In addition, regional center executive directors must provide their full name, address, date of birth, Social Security number, and driver's license (or state identification) number for screening. Information about this new contractual requirement was provided.

I. Executive Director's Evaluation

1. The board president provides the CODO with the executive director's compensation package for processing
2. The CODO will process the compensation information

J. Approval of Contracts

1. Master Board Resolution for Clinical Psychologists
2. Software Management Consultants, Inc. (FY 2018-19)

The Administrative Affairs Committee is requesting the Executive Committee approve the 2 contracts listed above, on behalf of the Board of Trustees.

M/S/C (M. Miller/L. Paparozzi) To approve the 2 contracts listed above, as presented, on behalf of the Board of Trustees.

K. Board's Legislative Priorities for FY 2019-20

The Government & Community Relations Committee is proposing the following changes to the board's current legislative policies for next fiscal year:

1. Continue our community engagement by **and** finding out what issues are important to ~~them~~ **our community members** them through a variety of ways.
2. Conduct legislative advocacy trainings that ~~reach out to our~~ **informs our** community.
3. Hold ~~an~~ **at least one** annual legislative event.
4. Hold candidates forums, as needed, in the center's catchment area.
5. **Build and sustain relationships with disability community organizations, service providers, and elected representatives.**

M/S/C (L. Martinez/L. Paparozzi) To support the committee's suggested changes to the board's legislative priorities for FY 2019-20.

L. Proposed Changes to Government & Community Relations Policies

With the addition of the 5th legislative priority, 2 of the Government & Community Relations Committee's policies will need to be change to reflect it. Michele presented proposed modifications to the following policies for the Executive Committee's review.

1. Service Provider and Elected Representative Visit Policy
2. Service Provider and Elected Representative Visit Policy: Framework for Strategy Implementation

M/S/C (L. Martinez/L. Paparozzi) To support the proposed changes to the 2 policies listed above.

M. Finalize Agenda for the June 12th Board Meeting

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

V. Center Operations (Ruth Janka)

A. Cal-Fresh

The California Department of Social Services (DPSS) is starting the Cal-Fresh food stamp program next month. Eligible families can apply to get up to \$192 per household member on an EBT card. The DPSS will be working with DDS to enable regional centers to assist people in applying for Cal-Fresh and regional centers will also be responsible for some tracking.

B. Community Resource Development

The center held a stakeholder meeting earlier this evening to generate ideas for consumers who are difficult to serve consumer. We sent a survey out as well and will provide the input we receive to DDS.

C. Caseload Ratio Meeting

The center's caseload ratio meeting was moved from June 6th to June 25th because the original date conflicted with a training that is being provided by the Office of Client Rights Advocacy. The meeting will begin at 6:30 p.m.

D. Self-Determination Program (SDP)

We have finalized our internal procedures and all of our staff have been trained on them; a second more in-depth training is coming. We have hired 2 SDP specialists – 1 for each branch office. A background check on our SDP supervisor candidate is in process and we hope to have that individual start on June 10th. We held our first orientation on May 14th at our main office and we had a full house with 60 participants. Many additional orientations are scheduled.

The SDP Volunteer Advisory Committee continues to meet on the 3rd Thursday of each month at 7:00 p.m. and 1 of the center's 3 offices; the next one will be held Thursday, June 20th, at the AV office; information about these meetings is posted on the center's website. DDS has released guidelines for the SDP person-centered planning process and related costs. We have 4 providers interested in becoming person-centered planning vendors. Accredited Nursing is becoming vendored to provide SDP financial management services; and another provider is being vendored by Westside Regional Center for provide SDP financial management services who we can also use. We are still waiting to receive guidelines from DDS on the individual consumer budgets. SDP trainings geared for providers will be held from 10:00 am. to noon on June 10th (San Fernando Valley office) and on June 12th (AV office). After the 3-year pilot program begins the SDP will be open to all eligible consumers; they must have a developmental disability (no Early Start consumers) and cannot live in a long-term health care facility.

E. FY 2019-20 State Budget

The recently released state budget May Revise includes the following additional increases which were not included in the Governor's proposed budget that was released last January:

1. \$3.5 million increase for operations growth and utilization.
2. \$122.2 million increase for purchase of services (POS) growth and utilization.
3. \$1.6 million increase for trauma informed services for foster youth.
4. \$1.6 million increase for additional family home agency oversight.
5. \$163.7 million increase for provider rate adjustments and regional center transparency and accountability. The increase is intended to help stabilize capacity and maintain options for residential services; address rate differences between regional centers and vendors; and stabilize the workforce. On average, provider rates will receive a supplemental increase of approximately 18% with no provider rate decreases. To implement these supplemental rate adjustments and increase regional center transparency and accountability, the revised budget includes \$4.5 million for regional center operations.
6. \$1 million increase for Early Start co-pays.
7. \$2.9 million increase for updated expenditure data for home health rate increase, supplemental payment program for intermediate care facilities and pediatric day health care.

8. \$500,000 increase for the Best Buddies program.
9. \$50.3 million increase to suspend the uniform holiday schedule until December 31, 2021.
10. \$2.1 million increase to cover the January 1, 2020 state minimum wage increase from \$12.00 to \$13.00 per hour. The budget does not include any relief from the local minimum wage increases.

Unfortunately, the budget still does not include the 8% across-the-board rate increase for service providers and regional center operations that we have been pushing for, but it is still under discussion.

A. Trailer Bill Language (TBL)

TBL for the Health & Human Service Department for FY 2019-20 includes:

1. Canyon Springs admissions expansion
2. Regional center accountability, oversight, and monitoring.
 - Boards will be required to hold a public meeting once a year to provide information on how well they are doing with their performance-based contract.
 - DDS will be able to meet with a board without staff present.
 - Boards will be required to have board members with financial expertise.
 - Board must have a plan in place on how they will comply with board composition requirements.
 - Boards must seek outside legal counsel and not use counsel who are regional center staff.
3. Developmental services community crisis homes for children
4. Early Start co-payments
5. Enhanced behavioral supports homes sunset extension
6. Extension of health home program funding
7. Housing and Disability Advocacy Program (HDAP)
8. Specialized caseload ratio for individuals with complex needs

VI. Announcements / Information Items

- A. Next Meeting: Wednesday, July 31st (no meeting in June)

VII. Executive Session (Executive Director's Evaluation)

A. The Negotiating Committee's Contract Changes are Summarized

M/S/C (L. Martinez/M. Miller) To go into executive session at 9:00 p.m.

VIII. Adjournment

Dan adjourned the meeting at 9:07 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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