Board of Trustees Meeting

Wednesday, September 11, 2019
7:00 p.m.

Desert Haven Enterprises
43437 Copeland Circle, Lancaster, CA 93535
North Los Angeles County Regional Center

Board Packet # 1

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Board Calendars
# NLACRC Board of Trustees Calendar
## Fiscal Year 2019-20

### ~ September 2019 ~

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<td>Labor Day (NLACRC closed)</td>
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<td>Mexican Independence Day Stepfamily Day</td>
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<td>Rosh Hashanah 11:00am-1:00 pm Consumer Advisory Committee Meeting 5:30 pm Nominating Committee Meeting</td>
<td>3:30 am Vendor Advisory Committee (full meeting)</td>
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<td>Sukkot begins at sundown Sukkot (no work) 5:30 pm Board Packet Review 6:00 pm Board Dinner 7:00 pm Board Meeting (San Fernando Valley Office) Boss's Day</td>
<td>6:00 pm ARCA Meetings (Bahia Resort in San Diego) 7:00 pm Self-Determination Advisory Meeting (Antelope Valley)</td>
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Agenda & Minutes
North Los Angeles County Regional Center
Board of Trustees Meeting
Desert Haven Enterprises, 43437 Copeland Circle, Lancaster, CA
Wednesday, September 11, 2019
7:00 p.m.

~ AGENDA ~

1. Call to Order & Introductions (Debra Newman, Immediate Past President)

2. Public Input & Comments (3 minutes)

3. Consent Items (Packet 1, page 4)
   A. Approval of Agenda
   B. Approval of August 14th Meeting Minutes

4. Committee Action Items (Packet 1, page 17)
   A. Executive Committee (Elena Burnett)
      1. Approval of Changes to Board’s Transparency Policy
      2. Approval of Changes to Board Master Calendar
      3. Approval of Conflict of Interest Resolution Plan for Adam Breall
   B. Government & Community Relations Committee (Jeremy Sunderland)
      1. Approval of Revised Legislative Priorities
      2. Approval to hold a Town Hall Meeting
      3. Approval to Support AB 1004 (McCarty)

5. Executive Director’s Report (Ruth Janka)

6. Association of Regional Center Agencies (Debra Newman) - No Report
   A. Next Board of Directors Meeting: Friday, August 16th (Torrance)

7. Administrative Affairs Committee (Manuel Alfaro)
   A. Minutes of the August 28th Meeting
   B. Insurance Coverage
   C. Financial Report

8. Consumer Advisory Committee (Caroline Mitchell)
   A. Minutes of the September 4th Meeting

9. Consumer Services Committee (Packet 1, page 37)
   A. Minutes of the August 21st Meeting
   B. 4th Quarter Appeals/Hearings Report
   C. Self-Determination Program Update
10. **Executive Committee** (Elena Burnett)
   A. Minutes of the August 28th
   B. Review Executive Director Evaluation Process and Form
   C. Action Taken to Adjust FY 2018-19 Board Budget
   D. Board Trainings
   E. Board Holiday Party
   F. 4th Quarter Report on the Center's Strategic Plan — Deferred

11. **Government & Community Relations** (Jeremy Sunderland) *(Packet 1, page 48)*
   A. Minutes of the August 21st Meeting
   B. Legislative Educators’ Report

12. **Nominating Committee** (Curtis Wang)
   A. Nomination of 1st Vice President: Anna Hamilton/Caroline Mitchell
   B. Status of Recruitment

13. **Post-Retirement Medical Trust** (Elena Burnett) - No Report
    A. Next Quarterly Meeting: Wednesday, October 30th

14. **Strategic Planning Committee** - No Report
    A. Next Quarterly Meeting: Wednesday, November 4th

15. **Vendor Advisory Committee** (Sharoll Jackson)
    A. Minutes of the August 1st Meeting *(Packet 1, page 58)*
    B. Minutes of the September 5th Meeting

16. **Old Business/New Business** *(Packet 1, page 69)*
    A. Board and Committee Meeting Attendance Sheets
    B. Visitation Reports
    C. Updated Acronyms Listing
    D. Complete Meeting Evaluations

17. **Announcements/Information/Public Input**
    A. Next Board Meeting: Wednesday, October 16th, at 6:30 p.m.
       (San Fernando Valley Office)

18. **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 14, 2019.

Trustees Present
Manuel Alfaro
Elizabeth Badger
Adam Breall
Elena Burnett
Marianne Davis
Melissa Ferman
Anna Hamilton
Sharoll Jackson
Angelina Martinez
Caroline Mitchell
Debra Newman
Jeremy Sunderland
Curtis Wang
Todd Withers

Trustees Absent
Lillian Martinez

Guests Present
Iliana Altamirano
Raquel Armendariz
Jaclyn Balanay
Victoria Berrey
Limoran Chipruy
Bart Difner
Anthony Fowler
Loreena Garcia
Shelley Hash
May Hernandez
Nelmonika Jones
Liz Lyons
Annabella Morales
Maritza Pedro
Claudia Picerni
Ralph Stokes
Destiny Ventura
Decidra Williams

Staff Present
Ameenah Francois
Marissa Gil
Kermit Jackson
Ruth Janka
Jennifer Kaiser
Michele Marra
Georgia McLean
Ivania Pineda
Kim Rolfes
Jesse Weller
Jennifer Williamson
Leonard Wilson, Jr.

1. Call to Order & Introductions

Elena Burnett, president, called the meeting to order at 6:34 p.m. and introductions were made. Elena welcomed Adam Breall to the Board of Trustees.

2. Public Input & Comments

A. Union staff came to tonight's board meeting to express their desire for a living wage, affordable health care coverage, and a voice at work. Staff reported that union negotiations are ongoing, but there has been almost no progress at the bargaining table. It was further stated that NLACRC management is offering no
salary increases for the next 3 years and wants to freeze the management’s contribution for employee healthcare. Several staff members got up and spoke on the issues and handouts listing their concerns and proposals were provided to the board.

B. Liz Lyons welcomed Ruth Janka as the center’s new executive director. She also wanted to bring to the staff’s attention that the computers in the resource center need to be updated.

C. Victoria Berry welcomed Elena Burnett, new board president, and Ruth Janka, new executive director. She announced that the center has a family focus resource center in each of its 3 offices. The resource center helps consumers and families with information and resources. The resource center will be holding its 7th annual special needs resource fair in October; fliers were made available.

3. Consent Items

A. Approval of Revised Agenda (Packet 2, page 70)

Discussion on a personnel matter was added to the executive session.

M/S/C (A. Hamilton/M. Alfaro) To approve the revised agenda as modified.

B. Approval of June 12th Meeting Minutes (Packet 1, page 8)

The following corrections (in italics) were made to Section 5.A.4.

a. Caring Family Supports (PL1789-062)
b. Life’s Golden Horizons (PL1782-110)
c. Caring Family Supports (HL0866-862)
d. Software Management Consultants, Inc.

M/S/C (A. Martinez/C. Wang) To approve the minutes as corrected.

4. Group Photograph of the FY 2019-20 Board of Trustees

The board left the meeting room briefly to have a group photo taken in front of the building that will be posted on the center’s website.

5. Executive Session (Legal Issue & Personnel Issue)
M/S/C (M. Ferman/C. Wang) To go into executive session at 7:00 p.m.

The session ended at 8:00 p.m. and the board meeting resumed.

6. Committee Action Items (Packet 1, page 19)

A. Administrative Affairs (Manuel Alfaro)

1. Approval of Contracts
   a. Mitel Cloud Services
   b. CalPERS 457 Plan Roth Adoption Form
   c. Master Board Resolution for Supplemental Rate Increase

M/S/C (A. Hamilton/C. Mitchell) To approve the 3 contracts listed above as presented.

B. Government & Community Relations Committee

1. Approval of Changes to Visit Policy

M/S/C (A. Hamilton/A. Martinez) To approve the changes to the board’s visit policy as presented.

2. Approval of Changes to Visit Framework Policy

M/S/C (A. Hamilton/A. Breall) To approve the changes to the board’s visit framework policy as presented.

3. Approval to Sponsor Thank You Event

M/S/C (A. Martinez/A. Hamilton) To approve sponsoring the August 23rd appreciation luncheon for Senator Henry Stern and Assembly Members Adrin Nazarian and Chris Holden with a donation of $250.00.

7. Additional Action Items (Packet 2, page 74)

A. Administrative Affairs (Manuel Alfaro)

1. Desert Haven Enterprises (PL1819-055)
2. Tierra Del Sol Foundation (PL1761-062)
M/S/C (C. Mitchell/C. Wang) To approve the 2 contracts listed above as presented.

8. Executive Director’s Report (Ruth Janka) (Packet 2, page 79)

Ruth Janka gave her director’s report which included information on the allocation methodology, state budget, legislation, regional center operations, and community and systems activities. Attached to her report were the center’s monthly quality assurance and special incident reports, and a legislative update prepared by staff. Also attached to her report was a legislative update.

9. Association of Regional Center Agencies (Debra Newman) (Packet 2, page 119)

A. Report on June 21st Board of Directors Meeting (Sacramento)

Debra announced that she was elected to serve as chair of the ARCA Board Delegates Group! The minutes from the June 21st meeting were included in the meeting packet; please see Debra with any questions.

B. Next Board of Directors Meeting: August 16th (Torrance)

10. Administrative Affairs Committee (Manuel Alfaro) (Packet 2, page 129)

A. Minutes of the July 31st Meeting

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

B. Unlawful Harassment & Retaliation Policy

Jennifer Williamson, policies & procedures manager, and Leonard Wilson, Jr., human resources director, presented the center’s new Unlawful Harassment & Retaliation Policy to the board.

C. Financial Report

The June 2019 financial report showed that the center’s operations budget for FY 2018-19 was $52,115,168, the purchase of service (POS) budget was $447,028,144, and the family resource center budget was $207,187, for a total budget of $499,350,499 at this point. The center is currently projecting a deficit in the POS budget between $2.9 and $4.9 million which will be resolved with
future funding allocations from the Department of Developmental Services (DDS).

D. 4th Quarter Human Resources Report

During the 4th quarter of FY 2018-19, the center had 1 position on hold, 20 new hires, 11 promotions, and 13 separations. For FY 2018-19, the center had 9 positions on hold, 130 new hires, 33 promotions, and 60 separations.

11. Consumer Advisory Committee (Caroline Mitchell) (Packet 2, page 154)

A. Minutes of the August 7th Meeting

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

12. Consumer Services Committee (Caroline Mitchell) (Packet 1, page 32)

A. Minutes of the July 17th Meeting

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

B. 4th Quarter Exceptions/Exemptions Report

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, the center approved 338 requests, 6 were alternate and 3 were denied.

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 past quarter, 1 exemption was approved and none were denied. This exemption was for camping services.

C. 4th Quarter Appeals/Hearings Report - Deferred

D. 4th Quarter Consumer Diagnosis Report

Copies of the report were provided to the committee for their review. The report showed diagnostic information about the center’s consumers each quarter since
July 1, 2016. Of the 26,860 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,873 (1.85% increase since July 1, 2016)
2. Autism: 11,459 (27.39% increase)
3. Cerebral Palsy: 560 (3.90% increase)
4. Epilepsy: 250 (5.04% increase)
5. Other developmental disability: 1,229 (11.22% increase)
6. Status 0, 1, 2: 4,489 (21.92% increase)

E. Self-Determination Program (SDP) Update

Per Ruth’s director’s report (Section 7 above), 183 are consumers allowed, 161 consumers are participating in the SDP, and approximately 22 consumers have voluntarily withdrawn. We have 39 consumers/families who are still in need of an orientation, which are regularly held. Staff is reaching out to identify barriers to attending an orientation. DDS has finalized the budget calculation tool and distributed it to regional centers. NLACRC’s director of finance is working with our programmer to make the tool more user friendly. The training unit and SDP staff are conducting policy and procedures training, including the use of the budget calculation tool. NLACRC is fully staffed for the SDP with an SDP supervisor in the SFV office and 2 SDP specialists, one per branch. Local advisory committee meetings continue to be held on the third Thursday of each month, with the next meeting being held on August 15th. SDP informational meetings are held once per month across all three offices.

13. Executive Committee (Elena Burnett) (Packet 2, page 159)

A. Minutes of the July 31st Meeting

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

B. Approved Board Primary Activities for FY 2019-20

The board approved 5 primary activities for this fiscal year. Copies of the approved list were included in the meeting packet.

C. DDS Board Composition Survey

Copies of the board’s complete composition survey were included in the meeting
packet. The completed survey was submitted to DDS on August 1st.

D. DDS Board Oversight/NLACRC Contract Compliance

A grid was prepared showing the center’s obligations under its contract with DDS. Along with the obligations were the responsible department and the board committee designated for oversight. The grid was prepared to enable the board to more easily oversee the center’s compliance with its contract with DDS.

E. Review and Sign NLACRC Whistleblower Policy

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.

F. Proposed Changes to Board’s Transparency Policy

Changes are being proposed to this policy to reflect changes in statute. Board members should review the changes and provide any input or comments to Jennifer Kaiser prior to the August 28th Executive Committee. The policy will be presented at next month’s board meeting for approval.

G. Action Taken to Approve 9 Contracts

The Executive Committee took action, on behalf of the Board of Trustees, to approve the following 9 contracts. Summaries of these contracts were included in the meeting packet.

1. ETHOS Therapeutics (PL1796-55)
2. California Psychcare (PL1799-605)
3. Holding Hands (PL1800-612)
4. Holding Hands (PL1801-615)
5. Dr. Barizo, DDS, Inc. (PL1721-715)
6. Needed Respite Care, Inc. (HL0868-862)
7. Creative Choices for Independent Living (PL1808-896)
8. CPES California (Bircher) NLACRC-1819-7 (TP-1819-9-999)
9. CPES California (C-14) NLACRC-1819-9 (HL0872-999)
H. **Action Taken to Adjust Board Budget**

The Executive Committee took action, on behalf of the Board of Trustees, to approve transferring funds between board budget line items to cover 2 shortfalls.

I. **Board Member/Executive Director Contractual Screening Process**

A new contractual requirement is that board members' full names must be disclosed for screening by the Office of Inspector General (OIG). 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. This new requirement will be added to the board's critical calendar for the Executive Committee to address in July and for the board to address in August of each year.

J. **New Board Member Orientation DVD**

A DVD about board membership is shown to all new board members as part of their orientation. The DVD that we are currently using is very outdated and a new one is going to be developed. A survey will be sent to the board to get their input on the contents of the new board orientation DVD.

K. **Board Training Ideas**

The Executive Committee agreed with the suggestion that board members be given "micro trainings" for 10-15 minutes at the beginning of each board meeting. The following topics will be covered: Transparency policy; quality assurance activities; board governance; and The Lanterman Act. Micro trainings will begin next month.

L. **4th Quarter Report on the Center’s Strategic Plan – Deferred**


A. **Minutes of the July 17th Meeting**

Copies of the minutes were included in the meeting packet; please see Jeremy with any questions.

B. **Legislative Educators' Report**
Raquel Armendariz, one of the center's two legislative educators, was present to give a report on their recent activities. Copies of the report were included in the meeting packet.

15. **Nominating Committee** (Curtis Wang) *(Packet 2, page 208)*

A. **Minutes of the August 7th Meeting**

There are currently 7 open positions on the board that need to be filled. Per the board composition requirements, the committee will be looking to fill those vacancies with 5 Hispanic/Latino applicants, 1 consumer applicant, and 1 other. The minutes were included in the meeting packet; please see Curtis with any questions.

B. **Board Resignations**

Adelina Castellanos, Meagan Miller, and Elizabeth Pineda have resigned from the board.

C. **Volunteer to Serve as 1st Vice President**

With Meagan's resignation, we are left with no 1st vice president. Any board members interested in serving as 1st vice president should contact Jennifer Kaiser.

D. **Status of Board Recruitment/Response to Postcard**

The postcard designed to help recruit Hispanic/Latino board applicants was approved at the June board meeting and was mailed out and distributed. We have gotten a very good response from it: Jennifer has mailed out 23 board application packets and has received 6 completed board applications, 5 of them from Hispanic/Latino applicants. We also have 8 applications from non-Hispanic applicants on file.

E. **VAC Member Solicitation Notice**

From September 1st through December 15th, we will be recruiting for Vendor Advisory Committee applicants. The Nominating Committee will have 4 vacancies on the VAC to fill.

16. **Post-Retirement Medical Trust** (Elena Burnett) *(Packet 2, page 214)*
C. **Updated Acronyms Listing**

An updated list of acronyms is always included in the board meeting packet.

D. **Complete Meeting Evaluations**

Elena asked the board members to please complete their evaluations after the meeting and submit them to her with any comments.

**20. Announcements/Information/Public Input**

A. Debra Newman is on a committee to develop an accessible playground in the Antelope Valley that will be called “Courtney’s Court.”

B. Raquel Armendariz announced that a town hall meeting will be held this Sunday from 3:30 to 5:00 p.m. at Eastside High School on Avenue J in Lancaster.

C. **Next Board Meeting:** Wednesday, September 11th, at 7:00 p.m. at Desert Haven Enterprises in Lancaster. The center will have a bus available to take anyone who does not want to drive up to Desert Haven and back. Please let Jennifer know if you would like to ride the bus.

**21. Adjournment**

Elena adjourned the meeting at 9:30 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

for:

Lillian Martinez
Board Secretary

[badmin.aug14.2019]
Committee Action Items
North Los Angeles County Regional Center
Board of Trustees

Transparency and Public Information Policy

1. General

The purpose of the Transparency and Public Information Policy is to establish guidelines for timely public access to information and records in accordance with Welfare and Institutions Code (WIC), Section 4629.5, 4640.6(k), 4639, 4639.5, 4519.5, 4519.6, and Article VII, Section 6, the Internal Revenue Service (IRS), and the state’s contract with the regional center Article 1, Section 19, Transparency and Access to Public Information.

2. Departments Affected

This policy applies to all NLACRC employees in the San Fernando Valley, Antelope Valley, and Santa Clarita Valley offices.

3. Responsibility

The center’s publications information officer shall have the overall responsibility to monitor compliance of the Transparency and Public Information Policy. All NLACRC employees must ensure that they comply with the policy as outlined below.

4. Policy

A. To promote transparency, NLACRC shall include on its Internet website the following information:

- Annual independent audits (WIC 4629.5(b)(1)). NLACRC will maintain the two most current annual independent audit reports on its website.

- Biennial fiscal audits conducted by the Department of Developmental Services (DDS) (WIC 4629.5(b)(12)). NLACRC will maintain the two most current biennial fiscal audit reports conducted by DDS on its website.

- Current salary schedule for all personnel classifications (WIC 4629.5(b)(3) and (13)). NLACRC will maintain the most current personnel classification report on its website.
- Prior fiscal year expenditures from the regional center operations budget for all administrative services, including managerial, consultant, accounting, personnel, labor relations, and legal services, whether procured under a written contract or otherwise (WIC 4629.5(b)(3) and (13)). NLACRC will maintain the most current report of administrative expenditures on its website.

- The annual performance contract and year-end performance contract entered into with the department (WIC 4629.5(b)(9)). NLACRC will maintain the most current annual performance contract and year-end performance contract on its website.

- The biennial Home and Community-Based Services (HCBS) waiver program review conducted by DDS and the state Department of Health Care Services (WIC 4629.5(b)(10)). NLACRC will maintain the two most current biennial HCBS waiver program review on its website.

- Purchase of service policies (WIC 4629.5(b)(5)).

- The names, type of service, and contact information of all purchase of service vendors, except consumers or family members of consumers (WIC 4629.5(b)(6)).

- Contract awards, including the organization or entity awarded the contract, and the amount and purpose of the award (WIC 4629.5(b)(4)). NLACRC will maintain the contract award information on its website for open contract years only.

- Bylaws of the regional center governing board (WIC 4629.5(b)(8)).

- Board meeting agendas and approved minutes of open meetings of the board and all committees of the board, pursuant to WIC 4629.5(b)(7). NLACRC will maintain thirteen months of information on its website.

- The board approved Transparency and Public Information Policy (WIC 4629.5(b)(11)).

- The board approved Conflict of Interest Policy (WIC 4629.5(b)(12)).
• The board approved Request for Proposal Policy (WIC 4648.11 and Article 2, Section 2(b) of the state’s contract with NLACRC.

• The board approved Service Provider Attendance File Policy.

• The board approved Whistleblower Policy (Article 1, Section 18 of the state’s contract with NLACRC).

• The board approved Zero Tolerance Policy for Consumer Abuse or Neglect (Article 1, Section 17(b) of the state’s contract with NLACRC).

• Notice of privacy practices.

• Purchase of Services Expenditure Data (WIC 4519.5, 4519.6, and Article VII, Section 6). NLACRC shall will maintain all previous years’ the purchase of services expenditure data on its website for the prior fiscal year only.

• Report by fiscal year of the number of instances when the written copy of the individual program plan was provided at the request of the consumer and, when appropriate, his or her parents, legal guardian or conservator, or authorized representative, in a language other than a threshold language if that written copy was provided more than 60 days after request [WIC, 4619.5(a)(6)].

• The salaries, wages, and employee benefits for all managerial positions for which the primary purpose is the administrative management of the regional center including, but not limited to, directors and chief financial officers. (WIC 4629.5(b)(15).

• The ABX2-1 funding increases report for regional center staff wages, salaries and benefits, and administrative costs dated March 10, 2017 and October 1, 2017 [WIC 4629.5(b)(13) & WIC 4639.5(d)]

B. To promote timely public access to information, NLACRC shall provide timely access to information, upon written request by a member of the public, that includes but is not limited to:

• Service provider rates (WIC 4629.5(a).
• Documentation related to establishment of negotiated rates for service providers (WIC 4629.5(a)).

• Department of the Treasury IRS Return of Organization Exempt From Income Tax, Form 990, for the past three (3) years (WIC 4629.5(a) and the IRS.

• Management letter issued to NLACRC by NLACRC’s independent audit firm (WIC 4639).

• Employment contracts with regional center staff or contractors (WIC 4640.6(k)).

• Articles of Incorporation (IRS).

• IRS determination letter that established NLACRC as a non-profit corporation (IRS).

• Tax Exemption Application (if organization was formed after July 1, 1987) (IRS).

5. Procedure

   A. Public records maintained by NLACRC are available for inspection in its San Fernando Valley office by members of the public during NLACRC’s regular business hours or on NLACRC’s website at www.nlacrc.org.

   B. Requests by the public for inspection or copying of public records shall be made in writing unless the request involves records that are maintained on NLACRC’s website for the purpose of immediate public inspection.

   C. NLACRC shall maintain the most current document or records required by WIC, Section 4629.5 on its website. All prior documents and records previously posted on its website for the past 7 years, as identified under WIC Section 4629.5, will be available upon request to the public, will be available on request by the public.

   D. Written and email requests for records shall be directed to the public information officer at the center’s main office in the San Fernando Valley.
E. Written or e-mail requests may take up to ten days for NLACRC to review the request and inform the requestor whether or not the records are available and whether or not the records may be provided. All notifications by NLACRC will either be made in writing or by e-mail to the requestor. Additionally, NLACRC will notify the requestor, in NLACRC’s written response, of the amount of any applicable photocopying fees.

F. If the records are available on NLACRC’s website, the requestor shall be directed to NLACRC’s website to obtain the records.

G. If the records are available, and not on NLACRC’s website, NLACRC will either: 1) provide a copy of the records to the requestor; or 2) notify the requestor, in writing, the date that the records will be available. In some cases, NLACRC will require an extension of time to make the records available to the requestor due to “unusual circumstances.” Unusual circumstances may include, but are not limited to, the following:

- The need to search for and collect the requested records from off-site storage.

- The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records that are demanded in a single request.

- The need for consultation, which shall be conducted with all practicable speed, with another agency or legal counsel.

- The need to compile data.

H. If the records are not available or maintained, NLACRC will notify the requestor, in writing or e-mail, of the reasons for not providing the records requested.

I. NLACRC shall not disclose any records or information which is exempt from disclosure by statute or regulation or the disclosure of records or information violates WIC, Section 4514.

J. NLACRC shall not disclose to a member of the public the Social Security number reported in the employment contract between regional center and an employee or contractor. WIC 4640.6(k)(2) Therefore, Social Security
numbers shall be redacted by NLACRC personnel from all employment contracts prior to inspection by the public.

K. NLACRC shall not disclose any records or information to a member of the public that contains confidential information about consumers or family members of consumers.

L. Requests by the public for inspection of records shall not interfere with the ordinary business of NLACRC.

M. The operational functions of NLACRC shall not be suspended to permit public inspection of records during periods in which such records are reasonably required by NLACRC personnel in the performance of their duties.

N. If the request requires review of numerous records, a mutually agreeable time will be established for the inspection of the records.

O. Requests by the public should be specific and focused. The request should sufficiently describe records so that the identification, location, and retrieval of the records can be achieved by NLACRC personnel. NLACRC personnel may assist a member of the public in making a focused request, based on the purpose of the request, by describing the information technology and physical location in which the records exist, and by providing suggestions for overcoming any practical basis for denying access to the records or information sought.

P. In those cases where the records exist in an electronic format, if the requestor elects to have the records e-mailed rather than photocopied, NLACRC will not charge a photocopying fee to the requestor for the records.

Q. In those cases where the records exist in an electronic format, the requestor may elect to provide NLACRC with their portable electronic device, such as thumb drive, and NLACRC will copy the records electronically to the requestor's portable electronic device. NLACRC will not charge a photocopying fee to the requestor for records that are provided to the requestor electronically.

R. NLACRC will charge a rate of $0.20 per page for photocopying of records. A minimum charge of $10.00 will apply for photocopying fees. Payment must
be received by NLACRC in advance from the requestor prior to photocopying the records (WIC 4725(a)).

S. When data compilation involving an electronic record is required, the requesting party must pay full costs, which will be estimated before the information is prepared by NLACRC. Payment of fees must be received by NLACRC in advance from the requestor prior to producing the records.

[policy.bd.TPIP] Approved: November 28, 2018; Revised July 31, 2019
## October 2019

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<td>1 Rosh Hashanah (no work)</td>
<td>2 11:30am-1:00 pm Consumer Advisory Committee Meeting 5:30 pm Nominating Committee Meeting</td>
<td>3 9:30 am Vendor Advisory Committee (full meeting)</td>
<td>4 10:30am - 2:00 pm ARCA CAC Mtg. (Sacramento)</td>
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<td>8 Yom Kippur begins at sundown</td>
<td>9 Yom Kippur (no work)</td>
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<td>15 Sukkot begins at sundown</td>
<td>16 6:30 pm Board Packet Review 10:00 pm Board Dinner 4-7:00 pm Board Meeting (San Fernando Valley Office)</td>
<td>17 ARCA Meetings (Bahia Resort in San Diego) 7:00 pm Self-Determination Advisory Meeting (Antelope Valley)</td>
<td>18 ARCA Meetings (Bahia Resort in San Diego)</td>
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<td>21 Shemini Atzeret &amp; Simchat Torah begins at sundown</td>
<td>22 Shemini Atzeret &amp; Simchat Torah (no work)</td>
<td>23 6:00 pm Consumer Services 7:00 pm Government/Community Relations</td>
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<td>30 9:30 pm Post-Retirement Medical Trust Mtg. 6:15 pm Administrative Affairs Committee Meeting 7:15 pm Executive Committee</td>
<td>31 Halloween</td>
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<td>Daylight Savings Time Ends</td>
<td>6:00 pm Strategic Planning Committee Meeting</td>
<td>Election Day</td>
<td>11:00am-1:00 pm Consumer Advisory Committee Meeting</td>
<td>9:30 am Vendor Advisory Committee Meeting (break-out groups)</td>
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<td>10:00 am Antelope Valley Vendor Forum</td>
<td>6:00 pm Administrative Affairs Committee Meeting</td>
<td>7:00 pm Executive Committee Meeting</td>
<td>Thanksgiving (NLACRC closed)</td>
<td>Day after Thanksgiving (NLACRC closed)</td>
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- Note: A board training will be held on November 13th in lieu of a regular board meeting.
December 2019

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12:00-1:00 pm
Consumer Advisory Committee Annual Holiday Luncheon

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10:00am-2:00 pm
ARCA Executive Committee Mtg.

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Annual Board Holiday Party (Luncheon)

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First day of Winter

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Hanukkah begins at sundown

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Christmas Eve Day

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Christmas Day (NLACRC closed)

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Kwanzaa

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New Year's Eve Day

Note: The Board is “dark” in December. Also, the self-determination committee will not meet.
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<td>11:00 am-1:00 pm Consumer Advisory Committee Meeting</td>
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<td>10:30 am-2:00 pm ARCA CAC Mtg. (Sacramento)</td>
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<td>Martin Luther King Day (NLACRC closed)</td>
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<td>ARCA Meetings (Hilton Arden West Sacramento)</td>
<td>ARCA Meetings (Hilton Arden West Sacramento)</td>
<td>Chinese New Year</td>
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<td>5:30 pm Post-Retirement Medical Trust</td>
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<td>Groundhog Day</td>
<td>6:00 pm Strategic Planning Committee Meeting</td>
<td>5:00 pm Nominating Committee Meeting (Board applicant interviews)</td>
<td>11:00 am-1:00 pm Consumer Advisory Committee Meeting</td>
<td>5:00 pm Nominating Committee Meeting (Board applicant interviews)</td>
<td>9:30 am Vendor Advisory Committee Meeting (break-out groups)</td>
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<td>4:00-4:30 pm Board Packet Review</td>
<td>6:00 pm Board Dinner (Santa Clarita Valley Office)</td>
<td>6:30 pm Board Meeting (Santa Clarita Valley Office)</td>
<td>Valentine's Day</td>
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<td>QUALITY ASSURANCE TRAINING</td>
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<td>Lincoln's Birthday</td>
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<td>Presidents' Day (NLACRC closed)</td>
<td>Washington's Birthday</td>
<td>6:00 pm Consumer Services Committee Meeting</td>
<td>10:00 am-2:00 pm ARCA Executive Committee Mtg.</td>
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<td>7:00 pm Executive Committee Meeting</td>
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## NLACRC Board of Trustees Calendar
### Fiscal Year 2019-20

### March 2020

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<td>6:00 pm Nominating Committee Meeting (VAC Applicant Interviews)</td>
<td>11:00 am-1:00 pm Consumer Advisory Committee Meeting</td>
<td>9:30 am Vendor Advisory Committee (full meeting)</td>
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<td>Daylight Savings Time Starts</td>
<td>Purim begins at sundown</td>
<td>Purim (no work)</td>
<td>5:30 pm Board Packet Review</td>
<td>6:00 pm Board Dinner</td>
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<td>5:30 pm Board Meeting (San Fernando Valley Office)</td>
<td>AUDITED FINANCIAL STATEMENT</td>
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<td>St. Patrick's Day</td>
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<td>6:00 pm Consumer Services Committee Meeting</td>
<td>First day of Spring</td>
<td>ARCA Meetings (Sacramento)</td>
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<td>April Fool's Day</td>
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<td>Board of Trustees' Annual Legislative Event (Tentative)</td>
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<td>Consumer Advisory Committee Meeting</td>
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<td>Passover begins at sundown</td>
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North Los Angeles County Regional Center

Board of Trustees

Legislative Priorities for F.Y. 2019-20

1. Continue our community engagement and encourage participation in identifying and finding out what issues are important and relevant to our constituencies.

2. Conduct legislative advocacy trainings which inform and instruct our community and encourage them to participate in advocacy activities.

3. Hold 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, and other entities that can support and further the mission of NLACRC.

[legpriorities.1920] Approved: June 12, 2019; Revised August 21, 2019
NLACRC TOWN HALL MEETING

Possible dates: Thursday, November 7th or Thursday, November 14th at New Horizons.

Purpose: To have a conversation with our community and legislators, allowing them to weigh in on issues of importance

Objective: To communicate to our elected representatives the important role of Service Coordinators in helping consumers and families achieve outcomes, and have a dialogue with them about how we can work together towards reducing high caseload ratios

Provide our representatives with information:

- What is the role of the Service Coordinator?
- The value of service coordination in achieving consumer-driven outcomes
- Impact of high caseloads to Service Coordinators and the individuals we serve
- How high caseloads impact POS disparity

Presenters sharing their stories from different perspectives:

- Service Coordinator
- Consumer
- Parent or Family Member
- Amy Westling, Executive Director, ARCA

Dialogue with representatives: How can we work with them to ensure that we have enough Service Coordinators to meet the needs of consumers and families?

Next steps: What are our next steps after the Town Hall Meeting?
AB 1004 (McCarty) Early Childhood Interventions: Developmental Screenings
FACT SHEET

SUMMARY
This bill seeks to improve developmental screenings for children aged 0 to 3 under the Early and Periodic Screening, Diagnosis, and Treatments (EPSDT) benefit under Medi-Cal.

ISSUE
Approximately 85% of brain development occurs in the first three years of life, in which a child builds the architecture essential for lifelong learning, behavior, and health. Yet many of the 500,000 California babies born each year and their families face challenges from the start. As many as 1 in 7 children will experience abuse or neglect before they enter kindergarten. Further, 47% of California children live in or near poverty or in other circumstances that compromise their long-term health, learning, and well-being.

Toxic stress — resulting from unmet basic needs, adverse experiences, and complex individual child and family circumstances — can weaken this architecture and affect a child's development. Early identification and intervention can improve a child's long-term outcome, and minimize the need for costly health care, special education, juvenile justice, and child welfare services in the future. Roughly 25% of young children are at risk for developmental delays; and yet 70% of children will go through kindergarten with those delays undetected.

The American Academy of Pediatrics (AAP), recently released updated Bright Futures Guidelines with recommendations for preventive pediatric healthcare to ensure developmental, psychosocial, and healthy well-being of children. These guidelines are the standard practice for pediatric preventive care, and are an important component of the Medicaid EPSDT benefit, designed to assure children receive screenings, early detection, and care, so health problems are averted or diagnosed early.

One key recommendation in the Bright Futures Guidelines is for routine developmental screenings using a validated tool to assist in better early identification of developmental delays or disorders, such as autism, in children ages 0-3. However, in 2016, California ranked 43rd in the nation for developmental screenings of all infants and toddlers. In fact, only about 36% of infants and toddlers in Medi-Cal are receiving their developmental screenings, despite existing EPSDT requirements.

Early identification matters and incorporating developmental screenings in preventive well-child check-ups as laid out in the Bright Futures Guidelines will lead to better identification of developmental problems that can be addressed through early intervention services and ultimately improve child health and student outcomes.

SOLUTION
AB 1004 seeks to ensure increased early identification of developmental delays or disorders among young children by promoting pediatrician-recommended developmental screenings consistent with federal Medicaid EPSDT law.

AB 1004 would further require the Department of Health Care Services (DHCS) to use its External Quality Review Organization to annually review, survey and report on managed care plan reporting and compliance with the use of validated developmental screening tools and the periodicity schedule recommended by AAP. In doing so, AB 1004 will help close crucial oversight and data gaps.

In addition, AB 1004 aligns with the Administration’s budget priorities. The Governor’s January Budget Proposal provides $60 million for DHCS to increase developmental screenings for children. The Governor’s proposed investment and the intent of AB 1004 will help ensure that children are provided with timely developmental screenings to address any developmental delays at the earliest moments possible.
Medi-Cal Coverage for EPSDT:

Consistent with state and federal law and regulations for EPSDT, Medi-Cal covers all medically necessary services, including those to “correct or ameliorate” defects and physical and mental illnesses or conditions. This includes, but is not limited to, physician, nurse practitioner and hospital services; physical, speech/language, and occupational therapies; home health services, including medical equipment, supplies, and appliances; treatment for mental health and substance use disorders; and treatment for vision, hearing, and dental diseases and disorders. All of these services are at no-cost to individuals under age 21 who have full-scope Medi-Cal.

EPSDT services are key to ensuring that infants, children, and youth receive age-appropriate preventive services, including screening for medical, dental, vision, hearing, and mental health, and for substance use disorders, as well as receiving developmental and specialty services.

- **Early:** Assessing and identifying problems early.
- **Periodic:** Checking children’s health at periodic, age-appropriate intervals. To achieve this purpose, DHCS uses the American Academy of Pediatrics’ (AAP) Bright Futures periodicity schedule and anticipatory guidance. When “interperiodic” check-ups are necessary, they are covered as well. In early 2019, more specific information may be found in the Medi-Cal Provider Manual, Preventive Services section.
- **Screening:** Medi-Cal provides or arranges for screening services for medical, dental, vision, hearing, and mental health, and for substance use disorders, as well as developmental and specialty services. EPSDT screening and preventive services cover a broad range of services, including but not limited to:
  - Services assigned a grade “A” or “B” recommended by the United States Preventive Services Task Force (USPSTF).
  - Advisory Committee on Immunization Practices (ACIP) recommended vaccines.
  - Preventive care and screening for infants and children recommended by Health Resources and Services Administration’s (HRSA’s)/AAP’s Bright Futures periodicity schedule and anticipatory guidance
  - For more information on screening and diagnostic services for children, visit the Child Health and Disability Prevention Program (CHDP) website.
- **Diagnostic:** When a screening indicates the need for further evaluation and follow-up, EPSDT covers diagnostic services. Necessary referrals should be made without delay and with necessary follow-up to ensure a complete diagnostic evaluation is received whenever potential risk is identified.
- **Treatment:** Any necessary health care services to control, correct, or improve health problems discovered by any screening and diagnostic procedures are provided.

Services for Medi-Cal beneficiaries under age 21 are available when medically necessary and when covered by Medicaid, even if such services are not included in California's Medicaid State Plan (Medi-Cal). EPSDT also ensures assistance with scheduling appointments and arranging transportation for Medi-Cal covered appointments.
North Los Angeles County Regional Center
Consumer Services Committee Meeting Minutes
August 21, 2019

Draft

Present: Adam Breall, Marianne Davis, Anna Hamilton, Sharoll Jackson, Caroline Mitchell, Jeremy Sunderland (by phone), and Curtis Wang – Committee Members Loreena Garcia and Orli Almog – Vendor Advisory Committee Representatives Maria Bosch, Sheila Calove, Evan Ingber, Ruth Janka, Jennifer Kaiser, Michele Marra, Megan Mitchell, and Jesse Weller – Staff Members

Absent: All present

I. Call to Order & Introductions

In absence of a chair, Ruth Janka called the meeting to order at 6:04 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

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

B. Approval of Minutes from the July 17th Meeting

M/S/C (C. Mitchell/A. Hamilton) To approve the minutes as presented.

IV. Committee Business

A. Election of FY 2019-20 Committee Chair

There was only one nomination made.

M/S/C (A. Hamilton/J. Sunderland) To elect Caroline Mitchell to serve as committee chair for this fiscal year.

B. FY 2018-19 Committee Action Log

All of the actions that are taken by the various board committees are logged. A log of the actions this committee took last fiscal year were provided. The
log serves to show the number and types of actions that were taken for the committee’s information.

C. **Identify Priority Issues for FY 2019-20**

The committee’s priority issues for last fiscal year were:

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.

**M/S/C** (M. Davis/A. Hamilton) To present the same 4 priorities for this fiscal year to the Board of Trustees for approval.

**Action:** Michele will ask Sara Iwahashi to provide information on person-centered planning to the next Consumer Services Committee meeting on October 23rd.

There was discussion about Westside Regional Center’s annual event for service providers and consumers called “Westside Jam.”

**Action:** Jennifer will bring the idea of a NLACRC service provider/consumer event to the Vendor Advisory Committee’s attention for their input.

**Action:** Ruth will bring information about which service providers received rate increases and which did not to the next Consumer Services Committee meeting.

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

Copies of the report were provided and reviewed. During the 4th quarter:

1. **Eligibility:** 436 Notices of Action (NOAs) were sent and 20 were returned (appealed); 7 additional hearings were requested from NOAs sent in previous quarters.
2. **Service:** 266 Notices of Action were sent and 13 were returned; 2 additional hearings were requested from NOAs sent in previous quarters.
3. **Hearings:** 7 fair hearings were held:
   - 1 eligibility hearing (denied)
   - 6 service hearings (4 granted, 2 denied)

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

Copies of the CPP report were provided to the committee and Maria reviewed the highlights with them. The center’s goal for this fiscal year is to place 1 consumer out of Fairview Development Center, thereby moving the center’s remaining consumers and completing our portion of the closure process for this developmental center. The center is also projecting to place 5 consumers out of Porterville Developmental Center and 3 consumers out of Canyon Springs. Placements for these 9 consumers and pending transition.

**Action:** Maria will bring information on all of the types of placements that NLACRC has to offer consumers and the number of consumers living in them.

F. **Self-Determination Program Update**

The Department of Developmental Services gave NLACRC 183 spots to fill for the SDP; 161 consumers are participating in the SDP and approximately 22 consumers have voluntarily withdrawn. We have 39 consumers/families who are still in need of an orientation, which are regularly held. Staff is reaching out to identify barriers to attending an orientation. DDS has finalized the budget calculation tool and distributed it to regional centers. NLACRC’s director of finance is working with our programmer to make the tool more user friendly. The training unit and SDP staff are conducting policy and procedures training, including the use of the budget calculation tool. NLACRC is fully staffed for the SDP with an SDP supervisor in the SFV office and 2 SDP specialists, one per branch. Local advisory committee meetings continue to be held on the third Thursday of each month, with the next meeting being held on August 15th. Michelle Heid is the new advisory committee chair. SDP informational meetings are held once per month across all three offices.

V. **Board Meeting Agenda Items**

The following items were identified for the committee’s section of the September 11th board meeting agenda:

A. **Minutes of the August 21st Meeting**
B. 4th Quarter Appeals/Hearings Report
A. Self-Determination Program Update

VI. Announcements / Information Items / Public Input

A. Legislative Training: Wednesday, September 18th, at 6:00 p.m.

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

B. Next Meeting: Wednesday, October 23rd, at 6:00 p.m.

VII. Adjournment

Caroline adjourned the meeting at 7:13 p.m.

Submitted by:

Jennifer Kaiser
Executive Assistant

[esmin.aug21.2019]
North Los Angeles County Regional Center
Quarterly Appeals Report
April 1, 2019 - June 30, 2019

Total Notice of Actions Sent = 702
Total Appeals Filed = 33

- Total # of Ineligibility Appeals Returned from Prior Quarters: 7
- Total # of Ineligibility Appeals Filed: 20
- Total # of Service NOAs Issued: 436
- Total # of Service Appeals Filed: 13
- Total # of Service Appeals from Prior Quarters: 2
North Los Angeles County Regional Center
Total Quarterly Appeals Percentage Report
April 1, 2019 - June 30, 2019

Total Quarterly Notice of Actions Sent = 702

(*) In addition, 9 additional appeals were received from prior quarters

NOAs NOT APPEALED
669
95.30%

APPEALS FILED
33
4.70%
North Los Angeles County Regional Center
Number of Appeals Filed from Total Notice of Actions Sent
Fiscal Years 2015-16, 2016-17, 2017-18 & 2018-19

# of NOA's Sent  # of NOAs Returned
North Los Angeles County Regional Center

Number of Appeals Received from Prior Quarters

Fiscal Years 2015-16, 2016-17, 2017-18 & 2018-19
### North Los Angeles County Regional Center
### Quarterly Appeals Report

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(*) These numbers include appeals of Notices of Actions (NOAs) sent in previous quarters
North Los Angeles County Regional Center
Fair Hearings Held (7)
April 1, 2019 - June 30, 2019

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| TOTAL                       | 4       | 3      | 7     |
Government & Community Relations Committee
North Los Angeles County Regional Center

Government & Community Relations Committee Meeting Minutes

August 21, 2019

Draft

Present: Adam Breall, Marianne Davis, Anna Hamilton, Sharoll Jackson, Caroline Mitchell, Jeremy Sunderland, and Curtis Wang – Committee Members
Loreena Garcia and Orli Almog – Vendor Advisory Committee Representatives
Michelle Heid (via phone) – Legislative Educator
Evan Ingber, Sara Iwashashi, Ruth Janka, Jennifer Kaiser, Michele Marra, and Jesse Weller – Staff Members

Absent: All present

I. Call to Order & Introductions

Jeremy Sunderland, chair, called the meeting to order at 7:18 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

Item IV.M. Transition Fair was added to the agenda.

M/S/C (C. Mitchell/C. Wang) To approve the agenda as modified.

B. Approval of Minutes from the July 17th Meeting

M/S/C (C. Mitchell/A. Hamilton) To approve the minutes as presented.

IV. Committee Business

A. Revised Legislative Priorities (Michele)

The following revisions to the Board’s Legislative Priorities for this fiscal year were proposed:

1. Continue our community engagement and encourage participation in identifying and finding out what issues are important and relevant to our constituencies.
2. Conduct legislative advocacy trainings which inform and instruct our community and encourage them to participate in advocacy activities.

3. Hold 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, and other entities that can support and further the mission of NLACRC.

**M/S/C** (C. Mitchell/A. Breall) To present the proposed changes to the Board’s Legislative Priorities to the Board of Trustees for approval.

**B. Disability Community Information in the Census (Sara)**

At last month’s committee meeting, questions were raised about the Census 2020 and about L.A.’s homeless population. Sara provided the committee with information about the census, including:

1. There is no questions on the census specifically asking about people with disabilities.

2. The questions in the census ask about age, origin, race, relationship to the head of household, sex, owner/renter of where you reside, names, total number of people in the household, and phone number.

3. A separate survey (the American Community Survey) is conducted by the Census Bureau asks about people with disabilities and is sent to about 3.5 million households per year.

4. Very few NLACRC consumers are homeless.

**C. Revised Internal Legislation Review Process**

Historically, this committee has been provided with a heavy bill file listing many, many bills that the committee could monitor. We want to revamp that idea so a new process was drafted for the introduction of new bills to the committee, which includes a “subject matter expert” to review bills before they are presented here. Copies of the proposed process were provided and reviewed. The committee liked the new process.

**D. FY 2018-19 Committee Action Log**
All of the actions that are taken by the various board committees are logged. A log of the actions this committee took last fiscal year were provided. The log serves to show the number and types of actions that were taken for the committee’s information.

E. **Legislative Educators’ Report** (Michelle Heid)

Copies of the report were provided to the committee. It was another busy month for our legislative educators! Michelle Heid reviewed the report with the committee, which included information on:

1. The State Budget
2. Rate Study and Associated Rate Models
3. Community Events
4. Town Halls
5. Community and Internal NLACRC Trainings
6. Legislative Calendar
7. Local Grass Roots Visits
8. Collaboration with the Vendor Advisory Committee and Provider Community
9. Collaboration with the Consumer Community
10. VICA and VIA Events
11. Disparity Related Activities
12. Upcoming Events

F. **VICA & VIA Events** (Sara)

1. **VICA Events**
   a. Congressional Luncheon: Friday, August 23rd, 11:30 a.m. to 1:30 p.m. (The Garland Hotel in North Hollywood)
   b. Business Forecast Conference: Friday, October 25th, 7:00 a.m. – 2:00 p.m. (Hilton Universal Hotel, Universal City)
   c. Transportation Committee meeting: Tuesday, September 10th
   d. Healthcare Committee meeting: Thursday, September 12th
   e. Government Affairs meeting: Wednesday, September 18th

**Action:** Anna Hamilton wants to attend the VICA Business Forecast Conference.
2. **VIA Events** (Sara is finding out if they allow guests to attend their events)
   a. Legislative Leaders Forum: Friday, October 4th, 3:00–5:30 p.m. (SCV Chamber of Commerce, Santa Clarita)
   b. Healthcare Forum: Tuesday, October 15th, 7:30-11:00 a.m. (Van Hook University Center, Santa Clarita)

3. **Other Community Events**
   a. Thank You Luncheon for Legislators: Friday, August 23rd, noon to 1:00 p.m. (New Horizons, North Hills)
   b. Jesse Gabriel’s Disaster Preparedness Town Hall: Saturday, August 24th, 10:00 a.m.—noon (North Valley YMCA, Northridge)
   c. New York Life Financial Literacy Workshop by Assembly Member Lackey: Tuesday, August 27th, 5:30-7:30 p.m. (Henry Mayo Fitness & Health, Santa Clarita)
   d. Senator Wilk Mobile Office Hours & Community Coffee: Tuesday, September 24th, 9:00-11:00 a.m. (Ground Coffee House, Castaic)
   e. Medicare and Medi-Cal Benefits by Senator Wilk and Assembly Member Lackey: Friday, October 25th, 2:00-4:00 p.m. (City of Hope Auditorium, Lancaster)

G. **Town Hall**

We would like to begin making plans for a town hall meeting to communicate with our elected representatives about the important role service coordinators have in helping consumers and families achieve outcomes and to also have a dialogue with them about how we can work together towards reducing high caseloads. This would be part of our message to get much needed operations funding. The town hall could be held at New Horizons on either Thursday, November 7th, or Thursday, November 14th. Adam stated that the services he has received from the regional center changed his life; he came from Indiana which had limited services and a 10-year waiting list for them.

**M/S/C** (C. Mitchell/M. Davis) To recommend to the Board of Trustees to approve the center holding a town hall meeting for the reasons explained above.

**H. Council District 12 Election Results**
A special election was held on August 13th with John Lee running against Loraine Lundquist. The 12th district includes Chatsworth, Granada Hills, Northridge, Porter Ranch, West Hills, Sherwood Forest, and sections of North Hills and Reseda. John Lee received 19,407 votes (51.56%) and Loraine Lundquist received 18,236 votes (48.44%) – a very close race! The center has already sent a letter to John Lee with a request to meet with him. Jeremy pointed out how important it is to vote; only 37,728 ballots were cast out of 170,000 registered voters!

I. Legislation

1. **AB 1004 (McCarty):** This bill seeks to improve developmental screenings for children ages 0 to 3 under the Early and Periodic Screening, Diagnosis, and Treatments (EPSDT) benefit under Medi-Cal. A fact sheet about this bill was provided to the committee along with information about Medi-Cal coverage for EPSDT.

**M/S/C** (C. Mitchell/C. Wang) To recommend to the Board of Trustees to support AB 1004 (McCarty)

2. **High Priority Legislation:** The following bills have been identified as priority legislation as they would impact a high percentage of the NLACRC community:

   a. **AB 236 (Garcia) Family Empowerment Centers on Disability**
      NLACRC’s position: Support 5/8/19

   b. **AB 1351 (Lackey) Paratransit Eligibility Criteria**
      NLACRC’s position: no position taken as yet

   c. **SB 412 (Stone) Repeal of the Family Cost Participation Program and Annual Family Program Fee**
      NLACRC’s position: Support 5/8/19

   d. **SJR8 (Wilk) Fully Fund Individuals with Disabilities Education Act**
      NLACRC’s position: Support 5/8/19

   e. **SR 28 (Wilk) Prader-Willi Syndrome Awareness Month**
      NLACRC’s position: No position taken as yet

J. **Common Services Large Print Brochures**
We recently has some consumers request a copy of our common services brochure with large print and we accommodated them. Copies of the large print brochure were provided to the committee.

K. **Facebook Analytics (English & Spanish)**

The monthly Facebook analytics were provided to the committee for their information.

L. **Board Audit: Does the center have a training and information plan that meets the requirements of statute, contracts, and board policy?**

Yes! Evan Ingber presented the center’s training and development plan for this fiscal year and Sara Iwahashi presented the center’s public information and legislative advocacy plan.

M. **Life After High School (Transition) Fair**

We just learned that Assembly Member Gabriel’s field representative will be coming to the center’s transition fair!

V. **Board Meeting Agenda Items**

The following items were identified for the committee’s section of the September 11th board meeting agenda:

A. Minutes of the August 21st Meeting
B. Legislative Educators Report
C. Approval of Revised Legislative Priorities
D. Approval to hold a Town Hall Meeting
E. Approval to Support AB 1004 (McCarty)

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

A. **Annual Legislative Training:** Wednesday, September 18th, at 6:00 p.m.

B. **Next Meeting:** Wednesday, October 23rd, at 7:00 p.m.

VII. **Adjournment**

Jeremy adjourned the meeting at 8:32 p.m.
Submitted by:

Jennifer Kaiser
Executive Assistant

[germin.aug21.2019]
Community and Legislative Education Project Update 8/2019

State Budget Update
Governor Newsom signed the State budget on June 27, 2019 that included rate increases for specified providers that go into effect on January 1, 2020. Service provider rates received an initial investment of $125 million in 2020 that increases to $250 million in 2021, but these increases will expire at the end of 2021 unless the legislature takes action prior to this date. The 2019/2020 budget also suspended the uniform holiday schedule until January 2022, but social recreation did not get restored and half-day billing is still in effect.

Rate Study and Associated Rate Models
There has been discussion of implementation of the rate study during budget discussions and budget increases included in 2019/2020 budget were loosely tied to the rate study. Concerns identified in the rate study including unrealistic wage assumptions and elimination of service codes have been shared, but it is unclear if DDS will release a revised rate study. A Developmental Services (DS) Task Force public meeting was held on Wednesday, July 31, 2019. The purpose of this meeting was to provide updates on the budget and current initiatives and to discuss the structure and focus of the DS Task Force and associated workgroups for the coming year. The rate study was not discussed in depth or further actions with the rate study, but the membership and framework for the task force was discussed and there will be an application process for current and interested members.

NLA should discuss who may be a good candidate to apply from NLA leadership, board members, vendor advisory committee members, and/or consumer representatives.

Community Events
The LA Coalition has scheduled “thank you events” for Assemblymember Holden on August 7th and Assemblymember Nazarian and Senator Stern on August 23rd and has partnered with NLA to sponsor and attend the events.

Town Halls
Tentative Town Hall dates are scheduled for October 17th or October 24th and planning will begin by determining what option is most appropriate from below:

1. Set a date and then reach out to the potential participants to determine if they are available to attend. This is likely the more efficient option, but may mean that participants are not available.
2. Reach out to the potential participants to determine which dates works for them and then set the date. This option may be less efficient and may still result in participants not being available.

Community and Internal NLA Trainings
September 18th will be the annual legislative training for board and VAC. We will prepare the training and handouts to cover similar content as we have covered in the past, but since there are limited "new" members the training will be more in-depth then what was presented last year.
Legislative Calendar
July 12th – Summer Recess begins
August 12th – Legislature reconvenes from summer recess
September 13th – Last day for any bill to be passed
October 13th – Last day for Governor to sign or veto bills passed by the legislature

Local Grass Roots Visits
A visit has been scheduled with Congresswoman Katie Hill for August 13th from 11:15-12:00. She would like to visit a program in SCV and meet with consumers, so we have reached out to NLA to determine the best logistics for this meeting. Lisa Kimura suggested meeting at Pleasantview Industries as they represent both the past models of service and move toward HCBS compliance and community integration. They also have a knowledgeable representative in Rick Macken Chilvers who can provide both a provider prospective and a NLA prospective. We would like to focus on HCBS, subminimum wage, federal funding, Medicaid, and the impact of block granting.

Collaboration with VAC and Provider Community
VAC was provided with an update at their August 1st meeting with highlights including the VSAP project and CA Tax on Commercial and Industrial Properties for Education and Local Government Funding Initiative (Split Roll). The ballot initiative would amend the state constitution to require commercial and industrial properties, except those zoned as commercial agriculture, to be taxed based on their market value. This would have a negative impact on regional center and some of their providers as it would assess property tax rates based on market value of the property instead of purchase price. There are some exemptions that would exempt smaller providers (less than 50 employees and businesses whose holdings in the state are valued at less than $2 million.

Collaboration with the Consumer Community
July 16th basic information about legislative advocacy and changes to voting based on the VSAP Project were shared with those in attendance and a future longer training was scheduled for the group. (see additional notes in blue book)

VICA & VIA
June 26th VIA Cocktails and Conversation with County Supervisor Kathryn Barger
Ruth Janka and Jesse Weller introduced themselves and shared information about regional center in a short conversation. This was a great way to connect with an elected leader and continue the relationship building process.

July 16th VICA After Dark with Assemblywoman Christy Smith
Dr. Weller along with representatives from New Horizons and Valley Village were able to thank her for her support of our community since she took office in January 2018. Assemblywoman Smith singed in support of budget increases for our community and has also spoken publicly in support of the disability community. She is currently forming advisory committees on several issues and while there is not a specific committee relating to disability issues several members of the community have applied for the various committees to represent the disability community.
July 23rd VIA State of the State Luncheon with Senator Wilk and Assemblywoman Smith
We were able present a question “what do you see as the greatest challenge facing the disability community and what do you plan to do to tackle this issue in the coming year?” to both participants. Assemblywoman Smith responded by stating the greatest challenge is funding and then followed by the impact of the minimum wage on providers and not getting quite the 8% increase in rates that the community was asking for. She then advocated to all in attendance to lend their voices to this issue as we need more advocacy and fundraising for the disability community. She stated that she has a very good relationship with her regional center, but that might not be the case for all legislators and our community’s voices need to be heard. Senator Wilk discussed the recession era cuts and the promise to increase that never came to fruition. He then discussed his and Assemblymember Fraiser’s bill to increase the age of onset to 22 to match the federal definition.

July 30th SCV Chamber of Commerce Current Affairs Forum with Congresswoman Katie Hill
Congresswoman Hill addressed issues such as defense, space and tech, oversight, HR 116 (investing in main street), education, and took questions from the audience. After we were able to talk to her staff who shared that this is an important issue for her personally because she has a sister with Down syndrome in her 20s who lives in AZ. She also indicated that disability issues are of interest to the Congresswoman.

Disparity Related Activities
A newly created NLACRC Disparity Committee (“Increased Access to Regional Center Services Committee”) began meeting in June 2019. These committee meetings have been scheduled to be held monthly. The purpose of forming this committee is to increase partnerships with everyone involved in disparity-related efforts in our community.

“Cafecito Entre Nos” (coffee between us) has been successfully well-attended on two occasions at NLACRC offices in the San Fernando Valley, and now, in order to make it more accessible to consumers of the Antelope Valley, the 1st Cafecito will be held on August 15 at the NLACRC Lancaster office. These gatherings are geared for Spanish-speaking parents and family members to share a cup of coffee and informal discussions with Dr. Weller, Consumer Services Director.

Upcoming Events
- August 13th Meeting with Congresswoman Katie Hill 11:15-12:00
- September 18th Board Legislative Training
Vendor Advisory Committee
Present:  Erica Beall, Suad Bisogno, Catherine Carpenter, Cynthia Fernandez, Loreena Garcia, Sharoll Jackson, Dana Kalek, Ken Lane, Don Lucas, and Kevin Shields - Committee Members


Absent:  Orli Almog, Deborah Cutter, Bob Erko, Mariela Feldman, Staci Jordan, Jenni Moran, Sonia Ojeda, and Nick Vukotic

I.  Call to Order & Introductions

Sharoll Jackson, VAC chair, called the meeting to order at 9:34 a.m. and introductions were made. Sharoll welcomed 5 new members to the VAC: Erica Beall, Catherine Carpenter, Loreena Garcia, Ken Lane, and Kevin Shields!

II.  Public Input

A.  Reginald Baker works for a company called Enterprise Fleet Management. His company provides car sharing, trucks, and fleets. He is available to work with service providers to help them find cost-effective solutions to their transportation needs. He can be reached at Reginald.S.Baker@EFleets.com.
B. Sharroll Jackson announced that it is National Respect for Parents Day and she encouraged everyone to celebrate it with at least 1 person today. 😊

III. Consent Items

A. Approval of Agenda

A new item VI. was added to the agenda.

M/S/C (K. Shields/C. Fernandez) To approve the agenda as modified.

B. Approval of Minutes from the June 6th VAC Meeting

M/S/C (S. Bisogno/D. Kalek) To approve the minutes as presented.

IV. VAC Group Photograph

Action: The group photograph was postponed to next month as so many VAC members were not present.

V. Executive Director's Report (Ruth Janka)

A. New Promotions: Dr. Jesse Weller was promoted to chief of program services and Kim Rolfes, chief financial officer, has been promoted to deputy director/CFO.

B. State Budget and Trailer Bill Language: The FY 2019-20 state budget includes:

1. $7.8 billion for the regional center system as a whole which represents an increase of $356.9 million; $122.2 million for purchase of service (POS) growth and utilization; the main cost drivers are support services, in-home respite, and miscellaneous services.
2. $1.6 million for regional center staffing to support new family home agency (FHA) development and additional oversight/monitoring.
3. An increase of $163.7 million to implement provider rate adjustments and activities related to regional center and service provider accountability.
4. $4.5 million for regional center operations to implement rate increases and increase transparency and accountability.
5. $2.1 million for minimum wage increase ($12 to $13 per hour).
6. $404.4 million for developmental centers, a net increase of $10 million.
7. $70.9 million for DDS headquarters to implement the electronic visit verification (EVV) system, to implement Trauma Informed Service for Foster Youth, relocate to a new building, update statute and regulation in response to the rate increases, and add 54 new positions dedicated to regional center monitoring, oversight, and support.

Trailer Bill Language passed establishing rate increases for several services types, mandates related to transparency requiring regional center posting of a variety of information, board composition and activities, and mandates on DDS for quarterly reporting to the Legislature, and monitoring and technical assistance to the regional center system. Camp and social recreational activities were not restored; half day billing was not repealed; and the uniform holiday schedule was suspended until January 1, 2022.

C. Continued Legislative Advocacy: We must continue to engage with and educate our legislators until the new rate plan is implemented. The state’s developmental disabilities system is $1.2 billion short – the 8.2% increase is just a fraction of what is truly needed. The Department of Developmental Services (DDS) needs accurate data from service providers on how the inadequate rates are affecting consumers, families, and providers. Also, if you haven’t signed up to receive Marty Omoto’s frequent email updates you should do so! Marty Omoto watches the inner workings of the Sacramento governmental structure as an advocate/reporter, particularly as it affects people with disabilities. He advises and reports on this through his California Disability-Senior Community Action Network (CDCAN), an e-mail list that now serves 65,000 subscribers. To add your name to the CDCAN email list, email Marty Omoto: martyomoto@att.net

Action: Kim Rolfes will work with Evelyn McOmie to find out what service providers can do now and provide those links on the center’s website.

D. Legislation

1. **AB 261** would repeal the suspension of a regional center’s authority to purchase camping services and associated travel and social recreation activities; two year bill.

2. **AB 311** would repeal provisions mandating service providers to bill for a half-day when consumers are not able to attend a full day of program; two year bill.

3. **SB 412** would sunset the family cost participation program.
4. **AB 438** would repeal the uniform holiday schedule and allow regional centers to compensate programs and transportation for providing services on any of the specified 11 holidays on which a program operates; two year bill.

5. **AB 536** redefines the statutory criteria for determination of a developmental disability from 18 to 22 years of age; two year bill.

E. **Disparity Funding:** Disparity funding for FY 2019-20 is now available which must be used to provide greater access to regional center services; proposals are due to DDS by September 30th.

F. **Community Coffees:** Ruth continues to hold community coffees in all 3 valleys at various service providers' sites. The next one will be held at The Adult Skills Center at 9:00 a.m. on August 7th. We have also begun holding Cafecita Entre Nous, community coffees for our Hispanic community, in the San Fernando Valley and now also in the Antelope Valley.

G. **Disability Benefits Site:** If you Google DB101.org, it will take you to a site with the disability benefits that are provided by each state. It is user-friendly and has lots of good information posted. There is a chart posted there that helps consumers understand that working really will get them ahead.

H. **Legislative Educators** (Michelle Heid and Raquel Armendariz): Raquel was present and provided everyone with an updated report from Pathways to Advocacy. The report included information on the state budget, rate study and associated rate models, HCBS settings final rule, legislative calendar, pertinent bills, voting solutions, and the California tax on commercial and industrial properties for education and local government funding initiative (2020). This ballot initiative would amend the state constitution to require commercial and industrial properties (except commercial agriculture) to be taxed based on their market value. In California, the proposal to assess taxes on commercial and industrial properties at market value, while continuing to assess taxes on residential properties based on purchase price, is known as “split roll.”

I. **Behavioral Health Care Services Transition:** Dr. Arpi Arabian reported that this will be the last update on the behavioral health care services to managed care as the last 7 consumers are in the process of being transitioned.

VI. **Chief of Program Services Report** (Dr. Jesse Weller)
A. **CalFresh**: DDS is partnering with the California Department of Social Services (DPSS) to help connect consumers and families with the new CalFresh food stamp program. Eligible families can apply to get up to $193 for an individual and up to $353 for 2 individuals (based on income). The approval process is fairly simple. Our services coordinators will be trained on how to help families connect with this program. For more information go to GetCalFresh.com.

B. **Self-Determination Program (SDP)**: Seven orientations have been held so far at various times of the day and on Saturdays. We currently have 168 active consumers with an additional 39-40 consumers who still need to participate in their orientation. A tool is being developed to help set a consumer’s budget. We are fully staffed for the SDP with specialists in the Antelope Valley and Santa Clarita Valley offices and a supervisor at the San Fernando Valley office. Our service coordinators have been trained and informational meetings are held every month – one in each valley. The Self-Determination Advisory Committee continues to meet on the third Thursday of each month at one of the center’s 3 offices. Two financial management service providers have been vendoed so far: Accredited Nursing and Premiere.

**Action**: Jesse will make sure that service coordinators continue to send out informational SDP fliers with their mailings to consumers and families.

C. **NLACRC’s POS Disparity Projects**:

1. **Parent Mentor**: We are still recruiting for a parent to serve as a parent mentor to help other parents navigate the service system. If we are not able to recruit a full-time person, we will try hiring 2 part-time parents.

2. **Family Empowerment Team in Action (FETA)**: The center received approval from DDS to continue our FETA program for a 3rd year. We are currently assisting about 35 families to help increase their access to services. This is managed by MSW students at CSUN.

The Family Focus Resource Center continues to do a lot of work to reduce service disparities.

VII. **Chief Financial Officer’s Report** (Kim Rolfes)

A. **Fun Fact**: Inland Regional Center is the largest of the 21 regional centers with 1,369 intakes in June. NLACRC is not far behind – we had 892 intakes in June!
Action: Kim will find out how many of the intakes resulted in consumers becoming actual consumers and report back at next month’s VAC meeting.

B. NLACRC’s Budget

1. **FY 2018-19**: The center’s budget for last fiscal year is currently at $499,262,939, but with projected expenditures, we are anticipating that we will need an additional funding allocation from DDS that will take us over the half billion dollar mark!

2. **FY 2019-20**: Kim explained that the center has a 5-year contract with DDS which have a corresponding letter for the year and a corresponding number for each allocation. The center is starting its first year of a new 5-year contract and we are expecting our A-1 (contract year one; allocation 1) very soon. We received our advance from DDS one day before our check run so we didn’t have to borrow from our credit line.

C. Audit Updates

1. **DDS Audit of NLACRC**: DDS is currently auditing our FY 2017-18 and FY 2018-19; they have been here for 3 weeks and will be here for a total of 5 weeks. We meet weekly with the auditors and no findings as yet!

2. **NLACRC Required Audits for FY 2019-20**: We have been informed by DDS that we must perform 12 service provider audits this fiscal year.

3. **DDS Audit of Family Home Agencies Final Audit Report**: We recently sent our response to DDS on their audit of our 2 family home agencies. Staff have reviewed the findings and have taken the necessary steps to bring the areas identified into compliance.

4. **DDS Early Start Monitoring Review**: Will be conducted September 16th – 20th.

D. **2.1% Bridge Funding**: We are in the process of making payments to service providers.

E. **Money Management Transition**: The center finalized its contract with FACT to assume the duty of representative payee services for our consumers and it was anticipated that the transition from the center providing this service to
FACT would take about 18 months. However, FACT can only disburse funds that they have so there is a gap; we are working towards a solution to this problem. We want this transition to be a seamless one for our consumers and families.

VIII. Community Services Director’s Report (Evelyn McOmie)

A. **Request for Vendorization (RFV):** The summer RFV cycle starts today. In conjunction with the center’s FY 2019-20 resource development plan, we are seeking proposals for the following projects. Applicants being sought for an area specific service must have a physical office located in the requested area.

   1. Community Integration Training Program (SCV and AV)
   2. Speech-Language Pathologist (SC and AV)
   3. Occupational Therapist (SC and AV)
   4. Physical Therapist (SC and AV)
   5. Infant Development Program (SC and AV)
   6. Residential Facility for Adults with Mild to Moderate Support Needs (Level 2, Level 3)

An applicants’ conference will be held from 1:00 to 3:00 p.m. on Monday, August 12th, and the deadline for submission of proposals is Monday, September 30th.

B. **Vendor Newsletter:** Copies of the most current vendor newsletter are on the information table and it will also be posted on our website.

C. **DDS Supplemental Rate Increases:** Information about the rate increases was available on the information table. The rate increases start January 1, 2020 and end December 31, 2021. Information about the rate increases is also posted on DDS’s website.

D. **Health & Safety Waivers:** The only tool the center has to assist providers who are unable to meet client needs due to inadequate rates is the health and safety waiver, which must be submitted individually for each consumer.

E. **Electronic Visit Verification (EVV):** This is a federal mandate that will go into effect January 1, 2020. DDS is working with DSS and the Department of Public Health to delay the implementation date to January 1, 2021.

F. **Home & Community-Based Services (HCBS) Settings Final Rule Trainings:** DDS is going to be holding webinars to provide an overview of the HCBS
settings final rule on 4 different dates this month. Fliers with more information about these webinars are on the information table.

G. Annual Vendor Fair: Sign-ups will begin Monday, August 5th, for this year’s vendor fairs. Registration will be organized by service type. The fairs will be held on September 4th, 10th, 12, and 24th (SFV office) and on October 9th (Chimbole Center in the AV). You should bring copies of a 1-page informational handout about your agency and the services it provides along with any other pamphlets, brochures, etc. RSVP through Eventbrite on our website.

IX. Committee Business

A. Annual VAC Orientation: Review Policies & Procedures - Attachment
B. FY 2018-19 VAC Action Log - Attachment
C. FY 2019-20 VAC Meeting Schedule - Attachment
D. FY 2019-20 VAC Roster & Terms - Attachment
E. Board Approved VAC Priorities for FY 2019-20 - Attachment

The information above was provided to the VAC for their information. Any questions should be directed to Jennifer Kaiser at jkaiser@nlacrc.org.

F. Volunteers Needed to Represent the VAC on Board Committees

1. Administrative Affairs: Kevin Shields volunteered
2. Consumer Services & Government/Community Relations: Loreena Garcia volunteered
3. Nominating: Catherine Carpenter volunteered

X. Reports from the VAC Priority Issue Work Groups

The work groups meet every other month after the VAC meetings.

A. Early Start Services (Dana Kalek): The 805 service code was not included for an increase in the trailer bill language, which is a huge issue. The work group will be reaching out to legislators and the governor about this. The work group is updating is pediatrician list. The statewide infant development association conference will be held on September 12th and 13th in San Jose. Dana and Elisa Hill, consumer services manager, will be presenting at that conference.
B. **School Age Services** (Mariela Feldman): Mariela was not present to give a report.

C. **Adult Services** (Don Lucas for Jenni Moran): The group is working on a policy on providing supports to older consumers (45 years and over) as they require additional supports and services. The work group will present the draft policy to the VAC later this year.

D. **Implementation of Legislative Changes** (Sharoll Jackson): This work group partnered with the Adult Service work group last month.

XI. **Report on Board & Board Committee Meetings**

Minutes from the NLACRC Board of Trustees meetings and minutes from all of its subcommittee meetings are posted on the center’s website under the “Governance/Board of Trustees/Approved Meeting Minutes” tab.

A. **Administrative Affairs**: This committee oversees the center’s financial reports, contracts, insurance, and human resources.

B. **Board of Trustees**: The board generally meets the 2nd Wednesday of each month at 6:30 p.m. at the center’s main office, but the board meets in the Antelope Valley in September and in Santa Clarita in February.

C. **Consumer Services**: This committee is responsible for reviewing all consumer-related matters, including changes to the service standards and reviewing data from case management to aid the board in policy determinations. They are also overseeing the center’s implementation of the self-determination program.

D. **Government & Community Relations**: This committee tracks legislation that would have an impact on our consumers and oversee legislative outreach and events. They also are responsible for review the center’s public awareness materials.

E. **Strategic Planning**: This committee oversees the implementation of the center’s performance-based contract, identifies gaps in the service delivery system and recommends alternatives to close those gaps, and investigates possible housing options for our consumers.

XII. **Open Issues for Discussion**
A. Suad Bisogno reported that the Employment Resource Group will hold their next meeting at noon on Tuesday, August 27th, at The Adult Skills Center.

B. An appreciation luncheon is being held to honor Assembly Member Adrin Nazarian and Senator Henry Stern by NLACRC and the LA Coalition of Service Providers. We want to thank them for their strong leadership and support of our system. The luncheon will be held Friday, August 23rd, from noon to 1:00 p.m. at New Horizons. Information about the event is on the information table. Please RSVP to Sara Iwahashi at SIwahashi@nlacrc.org. For more information, please contact Steve Miller at steve.sj.miller@gmail.com. Please attend and show your support!

XIII. Agenda Items for the Next Board Meeting

The following item was identified for the VAC’s section of the August 14th board meeting agenda:

A. Minutes of the August 1st VAC Meeting

XIV. Announcements/Information/Public Input

A. Next VAC Meeting: Thursday, September 5th (break out groups will meet)

XV. Adjournment

Sharoll adjourned the meeting at 11:34 a.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

[vacmin.aug1.2019]
Attendance Sheets, Acronym Listing & Meeting Evaluation
### North Los Angeles County Regional Center
### Board of Trustees

#### Board Meeting Attendance
#### FY 2019-20

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X = No board meeting held  
P = Present  
Ab = 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)
North Los Angeles County Regional Center
Board of Trustees

Committee Meeting Attendance
FY 2019-20

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X = No meeting held      P = Present      Ab = Absent      T = Transportation issue
* = Not a regularly scheduled meeting       Conf. = Attending a regional center sponsored conference

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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<thead>
<tr>
<th>Abbreviation</th>
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<td>Adult Development Center</td>
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<td>Association of Regional Center Agencies</td>
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<td>ARFPSHN</td>
<td>Adult Residential Facility for Persons with Specialized Healthcare Needs</td>
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<td>BCBA</td>
<td>Board-Certified Behavior Analyst</td>
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<td>Consumer Advisory Committee</td>
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<td>CAL-ARF</td>
<td>California Association of Rehabilitation Facilities</td>
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<td>CAL-TASH</td>
<td>The Association for Persons with Severe Handicaps</td>
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<td>Commission on Accreditation of Rehabilitation Facilities</td>
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<td>CDE</td>
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<td>CDER</td>
<td>Client Development Evaluation Report</td>
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<td>CIE</td>
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<td>ELARC</td>
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<td>EPSDT</td>
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<td>LCSW</td>
<td>Licensed Clinical Social Worker</td>
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LDC - Lanterman Developmental Center
LEA - Local Education Agency
LICA - Local Interagency Coordination Area
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  

QMRP  - Qualified Mental Retardation Professional  

RC   - Regional Center  
RCEB   - Regional Center of the East Bay  
RCFE   - Residential Care Facility for the Elderly  
RCOC   - Regional Center of Orange County  
RCRC   - Redwood Coast Regional Center  
RDP   - Resource Development Plan  
RFP   - Request for Proposals  
RRDP   - Regional Resource Development Project  
RSST   - Residential Service Specialist Training  

SARC   - San Andreas Regional Center  
SB   - Senate Bill (State)  
SCDD   - State Council on Developmental Disabilities  
SCIHLP   - Southern CA Integrated Health and Living Project  
SCLARC   - South Central Los Angeles Regional Center  
SDRC   - San Diego Regional Center  
SDC   - Sonoma Developmental Center  
SDS   - Self-Directed Services  
SEIU   - Service Employees’ International Union  
SELPA   - Special Education Local Plan Area  
SG/PRC   - San Gabriel/Pomona Regional Center  
SLS   - Supported Living Services  
SMA   - Schedule of Maximum Allowances (Medi-Cal)  
SNF   - Skilled Nursing Facility  
SOAR   - Sufficiency of Allocation Report (see PEP)  
SOCCO   - Society of Community Care Home Operators  
SPA   - State Plan Amendment  
SRF   - Specialized Residential Facility  
SSA   - Social Security Administration  
SSDI   - Social Security Disability Insurance  
SSI   - Supplemental Security Income  
SSP   - State Supplementary Program  

TASH   - The Association for the Severely Handicapped  
TCRC   - Tri-Counties Regional Center
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<td>UCP</td>
<td>United Cerebral Palsy</td>
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<td>UFS</td>
<td>Uniform Fiscal System</td>
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<td>Valley Industry &amp; Commerce Association</td>
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<td>WAP</td>
<td>Work Activity Program</td>
</tr>
<tr>
<td>WIOA</td>
<td>Workforce Innovation and Opportunity Act</td>
</tr>
</tbody>
</table>
Meeting Evaluation

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?  
   ________________________________