

North Los Angeles County Regional Center  
**Strategic Planning Committee Meeting Minutes**  
August 5, 2019

**Present:** Elizabeth Badger, Erica Beall, Sara Iwahashi, Ruth Janka, Angelina Martinez, Evelyn McOmie, Caroline Mitchell, Kim Rolfes, Jeremy Sunderland, Nick Vukotic, and Jesse Weller - Committee Members  
Jennifer Kaiser – Staff Member

**Absent:** John Brauer, Ellen Jannol, Michele Marra, and Todd Withers

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**I. Call to Order & Introductions**

Caroline Mitchell called the meeting to order at 6:03 p.m. and introductions were made.

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

**III. Consent Items**

A. Approval of Agenda

**M/S/C** (E. Beall/N. Vukotic) To approve the agenda as presented.

B. Approval of Minutes of the May 6<sup>th</sup> Meeting

The date at the top of the minutes was changed to read May 6, 2019.

**M/S/C** (N. Vukotic/E. Beall) To approve the minutes as modified.

**IV. Committee Business**

A. Annual Committee Orientation

1. Policies & Procedures

The committee reviewed the Strategic Planning Committee's policies and procedures to make sure they know the purpose of this committee and their role as a member. The primary purpose of this committee is to oversee our performance contract goals. The composition of this committee consists of 16 members which includes consumers, family members, service providers, State Council, and staff. The chair of this committee must be a board member.

2. FY 2019-20 Meeting Schedule

The committee meets quarterly and the meetings are scheduled as follows:

- Monday, August 5<sup>th</sup>, 2019 at 6:00 p.m.
- Monday, November 4, 2019 at 6:00 p.m.
- Monday, February 2, 2020 at 6:00 p.m.
- Monday, May 4, 2020 at 6:00 p.m.

B. Volunteer to Serve as FY 2019-20 Committee Chair

**M/S/C** (A. Martinez/E. Badger) To elect Caroline Mitchell to serve as the Strategic Planning Committee chair for this fiscal year.

C. Action Log from Last Fiscal Year

Copies of the action log were provided. The action log lists all of the formal actions that were taken by the committee during the previous fiscal year. It is provided to help new committee members understand the types of decisions that were made by the committee members before them.

D. 4<sup>th</sup> Quarter/Year End Report on CIE and PIP Activities

The year-end report reflected the following information:

1. Competitive Integrated Employment (CIE)

- a. 36 consumers were approved for the program during the quarter and 71 consumers were approved during the year.
- b. No additional service providers approved for the program during the quarter, but 13 were vendored during the year.
- c. Only 1 incentive payment was made during the quarter, but 60 payments were made during the year.

CIE incentive funds are paid to service providers after 30 days, 6 months, and 12 months of continuous employment of a consumer.

2. Paid Internship Program (PIP)

- a. 18 consumers approved for the program during the quarter and 41 were approved during the year.

- b. No service providers were approved for the program during the quarter, but 12 were approved during the year.
- c. 5 incentive payments made during the quarter but 48 payments were made during the year.

PIP incentive payments reimburse service providers or employers up to \$10,400 per year of wages and benefits for each consumer placed in an internship.

E. 4<sup>th</sup> Quarter Report on Program Closures

Copies of the report were provided. Per the committee’s request, the report now only includes information from the current fiscal year and the previous 2 fiscal years.

<b>Fiscal Year</b>	<b>Program Closures</b>	<b>Consumers Impacted</b>
2018-19	38	61
2017-18	31	176
2016-17	32	184
<b>Total:</b>	<b>101</b>	<b>421</b>

F. 4<sup>th</sup> Quarter Report on New Vendorizations

Copies of the report were provided. The center had a total of 33 new vendorizations during the quarter.

G. Quarterly Statewide Performance Contract Data

Each year, the California Department of Developmental Services (DDS) looks at how well the 21 regional centers in the state are doing with their performance objectives. Copies of NLACRC’s performance contract year-end report were provided to the committee and Sara reviewed the data with them.

<b>Contract Goal</b>	<b>NLACRC’s Percentage</b>	<b>Statewide Average</b>
Number of consumers living in developmental centers	0.05%	0.10%

Number of children residing with families	99.56%	99.42%
Number of adults residing in home settings	83.05%	80.54%
Number of adults residing in an adult family home agency home	0.50%	0.96%
Number of adults residing in an independent living setting	10.06%	10.36%
Number of adults residing in the home of a parent or guardian	68.81%	63.89%
Number of adults residing in a supported living setting	3.68%	5.33%
Number of children residing in facilities with 7 or more beds (excluding developmental centers)	0.02%	0.04%
Number of adults residing in facilities with 7 or more beds (excluding developmental centers)	2.65%	2.24%
Number of individuals with Status 2 on CMF with Current CDER	98.95%	98.39%
Duration in intake for children ages 3 and over (less than 142 days)	99.78%	89.84%

DDS provides this data 4 times a year. At NLACRC, we want to improve each year, do better than the state average, and meet or exceed DDS's standards. We were better than the statewide average in all of the contract goals but one (highlighted above). NLACRC does more intakes than any regional center in the State of California. The center conducted 899 intakes and almost all of them were completed on time; the next highest intake number was Inland Regional Center with a total 714 intakes.

H. Discussion re: the Development of NLACRC's 2020 Performance Contract

Once we receive the performance contract guidelines from DDS for the 2020

contract, we will be able to draft our contract and present it at 2 public meetings for input. The meetings will be held in late August/early September; one meeting will be held in Chatsworth and the other will be held in the Antelope Valley. The draft 2020 contract will also be posted on our website. Sara provided copies of the public meeting flier/comment form from last year for the committee's review. Sara reported that we generally don't get a lot of people in attendance at our performance contract public meetings.

**Action:** The reading level of the performance contract public meeting flier/comment form should be brought down and examples should be included to help illustrate.

**Action:** Jesse will present the flier to the Disparity Committee meeting tomorrow for their review and input.

1. DDS 2019 Performance Contract Guidelines

Sara provided the committee with copies of last year's contract guidelines for their information because we have not received the guidelines from DDS for the 2020 contracts as yet.

2. Approved 2019 Performance Contract

Copies of the center's 2019 performance contract were provided and Sara reviewed it with them.

## V. Board Meeting Agenda Items

The following items were identified for the committee's section of the August 14<sup>th</sup> board meeting agenda:

- A. Minutes of the August 5<sup>th</sup> Meeting
- B. 4<sup>th</sup> Quarter Report on CIE and PIP Activities
- C. 4<sup>th</sup> Quarter Report on Program Closures
- D. 4<sup>th</sup> Quarter Report on New Vendorizations

The following item was identified for the committee's section of the September 11<sup>th</sup> board meeting agenda:

- A. Presentation of Draft 2020 Performance Contract

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

A. Next Meeting: Monday, November 4<sup>th</sup>, at 6:00 p.m.

**VII. Adjournment**

Caroline adjourned the meeting at 7:07 p.m.

Submitted by,

*Jennifer Kaiser*

Jennifer Kaiser  
Executive Assistant

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