Board of Trustees Meeting

Wednesday, January 15, 2020
6:30 p.m.

NLACRC’s San Fernando Valley Office
9200 Oakdale Avenue, Suite 100
Chatsworth, CA 91311

Packet #1 – mailed
North Los Angeles County Regional Center
Board Packet #1

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

### January 2020

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<td><strong>11:00 am - 1:00 pm</strong> Consumer Advisory Committee Meeting</td>
<td><strong>9:30 am</strong> Vendor Advisory Committee <em>(full meeting)</em></td>
<td><strong>10:30 am - 2:00 pm</strong> ARCA CAC Mtg. <em>(Sacramento)</em></td>
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<td><strong>5:30 pm</strong> Board Packet Review</td>
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<td><strong>Martin Luther King Day</strong> <em>(NLACRC closed)</em></td>
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<td><strong>6:00 pm</strong> Consumer Services</td>
<td><strong>ARCA Meetings</strong> <em>(Hilton Arden West Sacramento)</em></td>
<td><strong>ARCA Meetings</strong> <em>(Hilton Arden West Sacramento)</em></td>
<td><strong>Chinese New Year</strong></td>
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<td><strong>7:00 pm</strong> Government/Community Relations</td>
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<td><strong>6:15 pm</strong> Administrative Affairs</td>
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<td><strong>7:15 pm</strong> Executive Committee</td>
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*Updated: October 16, 2019*
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<td>Groundhog Day</td>
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<td>Strategic Planning Committee Meeting</td>
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<td>Consumer Advisory Committee Meeting</td>
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<td></td>
<td>Presidents' Day (NLACRC closed)</td>
<td>Washington's Birthday</td>
<td>6:00 pm</td>
<td>Consumer Services Committee Meeting</td>
<td>10:00 am-2:00 pm</td>
<td>ARCA Executive Committee Mtg.</td>
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<td>6:00 pm</td>
<td>Administrative Affairs Committee Meeting</td>
<td>6:00 pm</td>
<td>Executive Committee Meeting</td>
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Agenda & Minutes
North Los Angeles County Regional Center
Board of Trustees Meeting
9200 Oakdale Avenue, Suite 100, Chatsworth, CA 91311
Wednesday, January 15, 2020
6:30 p.m.

~ AGENDA ~

1. Call to Order & Introductions – Elena Burnett, Board President

2. Public Input & Comments (3 minutes)

3. Consent Items (Packet 1, page 4)
   A. Approval of Agenda
   B. Approval of September 11th Board Meeting Minutes

4. Personnel Policies

5. Committee Action Items (Packet 1, page 13)
   A. Executive Committee – Elena Burnett
      1. Approval of Bylaws Change
      2. Approval to Sponsor “Night to Shine” Prom
   B. Nominating Committee – Manu Alfaro
      1. Election of New Board Members
         a. Nicholas Abrahms
         b. Ivette Arriaga
         c. Dena Bogrow
         d. Christina Cannarella
         e. Leticia Garcia
         f. Gabriela Herrera
         g. Claudia Picerni
         h. Ana Laura Quiles

6. Executive Director’s Report - Ruth Janka

7. Association of Regional Center Agencies - Debra Newman
   A. Next ARCA Meetings: January 23rd & 24th (Sacramento)

8. Administrative Affairs Committee - Manu Alfaro (Packet 1, page 16)
   A. Minutes of the October 30th Meeting
   B. Minutes of the November 26th Meeting
   C. Financial Report
   D. Statement of Cash Flow Options
9. **Consumer Advisory Committee** - Caroline Mitchell
   A. Minutes of the November 6th Meeting *(Packet 1, page 30)*
   B. Minutes of the January 8th Meeting

10. **Consumer Services Committee** – Caroline Mitchell *(Packet 1, page 34)*
    A. Minutes of the November 13th Meeting

11. **Executive Committee** - Elena Burnett *(Packet 1, page 39)*
    A. Minutes of the October 30th Meeting
    B. Minutes of the November 26th Meeting
    C. Action Taken to Adjust FY 2018-19 Board Budget
    D. Action Taken to Approve Report on Personnel Classifications
    E. Action Taken to Approve Contracts:
       1. Harbor Regional Center MOU FY18-19
       2. Harbor Regional Center MOU FY19-20
       3. Maxim Healthcare Services, Inc. (PL1025-062)
       5. United Cerebral Palsy of LA & Ventura (PL1731-055)
       6. United Cerebral Palsy of LA & Ventura (PL0566-109)
       7. TPX Communications (Operations)

12. **Government & Community Relations** - Jeremy Sunderland *(Packet 1, page 82)*
    A. Minutes of the November 13th Meeting
    B. Legislative Educators' Report

13. **Nominating Committee** - Curtis Wang *(Packet 1, page 95)*
    A. Resignation of Melissa Ferman
    B. Interest in Serving as 2nd Vice President
    C. Minutes of the November 7th Meeting
    D. Minutes of the November 14th Meeting
    E. Minutes of the January 8th Meeting
    F. Interest in Serving as a Board Officer or ARCA Delegate in FY 2020-21

14. **Post-Retirement Medical Trust** - Elena Burnett *(Packet 1, page 101)*
    A. Minutes of the October 30th Meeting
    B. Statement on Current Trust Value

15. **Strategic Planning Committee** – Caroline Mitchell *(Packet 1, page 106)*
    A. Minutes of the November 4th Meeting
    B. 1st Quarter Report on CIE and PIP Activities
    C. 1st Quarter Report on Program Closures
    D. 1st Quarter Report on New Vendorizations
16. **Vendor Advisory Committee** - Sharoll Jackson  
   A. Minutes of the November 7th Meeting (*Packet 1, page 116*)  
   B. Minutes of the January 9th Meeting

17. **Old Business/New Business** (*Packet 1, page 125*)  
   A. Board and Committee Meeting Attendance Sheets  
   B. Visitation Reports  
   C. Updated Acronyms Listing  
   D. Complete Meeting Evaluations

18. **Announcements/Information/Public Input**  
   A. Next Board Meeting: Wednesday, February 12th (Santa Clarita Valley Office)

19. **Adjournment**

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

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting at North Los Angeles County Regional Center, 9200 Oakdale Avenue, Chatsworth, California, on November 20, 2019.

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

Trustees Absent
Elizabeth Badger
Sharoll Jackson

Guests Present
Nicholas Abrahms
Raquel Armendariz
Dena Bogrow
Christina Cannarella
Leticia Garcia
Shelly Hash
Michelle Heid
Nelmonika Jones
Jennifer Koster
Kyle Kring
Uvence Martinez
Claudia Picerni
Kerri Polizzi

Staff Present
Sara Iwahashi
Ruth Janka
Jennifer Kaiser
Michele Marra
Kim Rolfes
Jesse Weller

1. **Call to Order & Introductions** – Elena Burnett, Board President

Elena Burnett, president, called the meeting to order at 6:33 p.m. and introductions were made.

2. **Public Input & Comments**

   A. Debra Newman announced that the Tim Tebow Foundation helps sponsor annual “Night to Shine” prom events at local churches for teenagers with special needs. The proms are held worldwide on the same evening. Last year, 655 proms were held for approximately 100,000 guests through the support of 200,000 volunteers. Debra is volunteering to help the Night to Shine prom at the Lancaster First Assembly Church; next year’s Night to Shine proms will be held Friday, February 7, 2020.

   B. Angelina Martinez announced that the Nominating Committee interviewed many great board applicants on November 7th and 14th; 8 of those applicants are going to be presented for nomination tonight.
C. Kim Rolfes announced that a groundbreaking ceremony will be held for our new Antelope Valley office on Tuesday, December 3rd, from 10:00 to 11:00 a.m. Guest speakers will include the Mayor of Lancaster and Elena Burnett, our board president. The parking is very limited, so please carpool if you can. The address is 43860 N. 10th Street West in Lancaster.

D. Debra Newman attended the recent 2-day self-determination program conference and has lots of information to share; please see her if you are interested.

E. Marianne Davis recently attended the LA County Metro Forum and it was very interesting. They were discussing the proposed bus route extension that would run through the northern San Fernando Valley. She did a lot of networking and took the Metro there and back!

F. Anna Hamilton attended a meeting for the 2020 census. It is important for everyone to be counted – including children!

G. Anna Hamilton also attended the 2019 business forecast conference held by the Valley Industry & Commerce Association. She has materials from that conference if you are interested in looking them over.

3. Consent Items

A. Approval of Revised Agenda (Packet 2, page 52)

Item 4.B.1.c. should be corrected to read Dena Bogrow, also discussion about an employee matter was added to Section 10. Executive Session.

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

B. Approval of October 23rd Board Meeting Minutes (Packet 1, page 3)

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

4. Committee Action Items

A. Administrative Affairs Committee – Manu Alfaro

1. Approval of Contracts (Packet #1, page 16)
a. Maxim Healthcare Services, Inc. (PL1025-062)

**Action:** Due to some clerical errors found in the contract, approval was deferred and the corrected contract will be presented to the Executive Committee for approval.

b. ETHOS Therapeutics (PL1797-117)
c. The Adult Skills Center (PL1824-952)

**M/S/C** (C. Mitchell/C. Wang) To approve the 2 contracts listed above as presented.

B. **Nominating Committee** – Curtis Wang

1. Nomination of New Board Members

   a. Nicholas Abrahms
   b. Ivette Arriaga
   c. Dena Bogrow
   d. Christina Cannarella
   e. Leticia Garcia
   f. Gabriela Herrera
   g. Claudia Picerni
   h. Ana Laura Quiles

**Action:** The board nominated the 8 board applicants above to serve on the Board of Trustees; their election will be held at the January 15th board meeting.

C. **Strategic Planning Committee** – Caroline Mitchell *(Packet #1, page 37)*

1. Approval of NLACRC’s 2020 Performance Contract

**M/S/C** (C. Mitchell/C. Wang) To approve the center’s 2020 performance contract as presented and to submit it to the Department of Developmental Services (DDS) for their review and approval.

5. **Additional Committee Action Items**

   A. **Administrative Affairs Committee** – Manu Alfaro
1. Approval of Board Resolution (Loan Proposal) *(Packet 2, page 56)*

   **M/S/C** (A. Hamilton/A. Breall) To approve the board resolution for the loan proposal as presented.

2. Approval of Contracts *(Packet 2, page 57)*

   a. STAR of California, LLC (PL1115)
   b. Sunshine Residential Home (PL1827-109)
   c. CPES California (PL1636-999)
   d. Modern Support Services (PL1379-999)
   e. People’s Care (PL1466-999)
   f. RSCR California (TBD-113)
   g. RSCR California (PL1638-999)
   h. RSCR California (Operations)

   **M/S/C** (A. Hamilton/A. Martinez) To approve the 8 contracts listed above as presented.

B. Post-Retirement Medical Trust — Elena Burnett *(Packet 2, page 77)*

1. Approval of Board Resolution for CalPERS Pension Contribution Trust

   **M/S/C** (A. Breall/D. Newman) To approve the board resolution for the CalPERS pension contribution trust as presented.

6. Executive Session (Approximately 30 minutes)

A. Legal

   **M/S/C** (A. Hamilton/A. Martinez) To go into executive session at 7:22 p.m.

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

7. Update on NLACRC’s 5-Year Strategic Plan *(Packet 2, page 78)*

Ruth Janka, Kim Rolfes, Michele Marra, and Jesse Weller gave a 3-year update on the center’s 5-year strategic plan; copies of the update were included in the meeting packet.

8. Board Trainings
A. **The Lanterman Act** *(Packet 2, page 114)*

Ruth Janka gave a PowerPoint presentation on the Lanterman Act.

B. **NLACRC’s Contract with DDS** *(Packet 2, page 200)*

Kim Rolfes gave a PowerPoint presentation on the center’s contract with DDS.

9. **Announcements/Information/Public Input**

A. **Next Board Meeting:** Wednesday, January 15th, at 6:30 p.m. (Chatsworth office)

10. **Executive Session**

A. **Union Negotiations**
B. **Employee Salaries and Benefits**
C. **Employee Matter**

**M/S/C** (A. Martinez/C. Wang) To go into executive session at 10:06 p.m.

11. **Adjournment**

Elena Burnett adjourned the meeting at 10:38 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

for:

Lillian Martinez
Board Secretary
Committee Action Items
(g) The Board shall establish and maintain such other committees as are provided for in these Bylaws or are otherwise determined necessary or desirable by the Board and shall fix the duties and powers for each of these committees.

Section 2. Number of Trustees. The authorized number of Trustees shall be not less than fourteen (14) or more than twenty-two (22), as fixed from time to time by the Board. The authorized number of Trustees may be changed by Bylaws amending this Section 2, duly approved by the Board in accordance with the provisions of Article IX herein.

Section 3. General Board Requirements. Anything herein to the contrary notwithstanding, the Board shall be composed of Trustees that enable the Board, as a whole, to conform to all of the following criteria:

(a) The Board shall be composed of individuals with a demonstrated interest in, or knowledge of, developmental disabilities, each of whom shall reside, work, or have a family member who receives services within the Regional Center's catchment area;

(b) The membership of the Board shall include people with finance, legal, management or board governance, public relations, and developmental disability program skills;

(c) The membership of the Board shall include representatives of the various categories of disability to be served by the Regional Center;

(d) The Board shall reflect the geographic and ethnic characteristics of the area to be served by the Regional Center;

(e) At least one-half of the duly elected Trustees shall be people with developmental disabilities or parents or legal guardians of people with developmental disabilities and, except as hereinafter provided, people with developmental disabilities shall comprise not less than twenty-five percent (25%) of the Board. If the Regional Center is not able to comply with the requirement that not less than twenty-five percent (25%) of the Board be comprised of people with developmental disabilities, the Board shall issue a finding stating the reasons for its inability to comply with such requirements and providing such other information as may be required by the Department of Developmental Services (DDS) and shall present said finding and such other information to DDS and to the local State Council office. Nothing in this Section 3 shall be construed to require that the composition of the Board in any manner whatsoever be in proportion to the composition of the Regional Center's consumers at any given time or the composition of the community within the Regional Center's catchment area in general.
I am writing to invite you to be involved in a unique opportunity to be part of a worldwide movement while impacting our community and some of its most deserving residents at the same time!

On February 7, 2020, Lancaster First Assembly will host Night to Shine, sponsored by the Tim Tebow Foundation. Night to Shine is an unforgettable prom night experience, centered on God’s love, for people with special needs. On this 6th anniversary year, the event is expected to serve more than 100,000 people with special needs through 200,000 volunteers and 700 host churches in all 50 states and 20 countries around the world.

Every guest of Night to Shine enters this complimentary event on a red carpet complete with a warm welcome from a friendly crowd and paparazzi. Once inside, guests receive the royal treatment, including limousine rides, professional photography, hair and makeup stations, corsages and boutonnieres, shoe shines, a catered dinner, karaoke room, a Respite Room for parents and caretakers, and, of course, a dance floor… all leading up to the moment when each guest is crowned a king or queen of the prom.

As you can imagine, we want our Night to Shine to be the best prom in the world, so we are contacting you in hopes that you will consider helping us make that possible by donating/sponsoring. We certainly appreciate any donations/sponsorship you can offer, as they will go directly towards making this night truly memorable for the amazing community of people with special needs within the Antelope Valley.

If you would like to partner with us and be part of this worldwide movement, please contact Lancaster First Assembly at (661) 945-6671.

Thank you, in advance, for helping us celebrate and love people with special needs! Please see attached file for additional sponsorship information.

D. Antelope Valley “Night to Shine”

Debra is volunteering to help the “Night to Shine” prom for teenagers with special needs in the Antelope Valley and asked if the board would consider helping to sponsor it. About 85% of the teenagers participating are NLACRC consumers. The board has about $2,750 left in its board budget for sponsorships this fiscal year. The Executive Committee would like to help sponsor this event, but was unsure how much of a donation should be made.

M/S/C (D. Newman/A. Hamilton) The Executive Committee will recommend to the Board of Trustees to help sponsor the “Night to Shine” prom with a donation of $1,000.
Administrative Affairs Committee
North Los Angeles County Regional Center  
Administrative Affairs Committee Meeting Minutes  
October 30, 2019

Present:  Manu Alfaro (via Zoom), Elena Burnett, Anna Hamilton, Lillian Martinez, and Debra Newman—Committee Members  
Kevin Shields – VAC Representative  
Ruth Janka, Jennifer Kaiser, Michele Marra, Vini Montague, Kim Rolfes, Jesse Weller, and Leonard Wilson, Jr. – Staff Members  
Kyle Kring - Attorney

Absent: Melissa Ferman

I. Call to Order & Introductions

Manu called the meeting to order at 6:14 p.m.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Revised Agenda

Item VIII.D. was added to the agenda.

M/S/C (D. Newman/E. Burnett) To approve the revised agenda as amended.

B. Approval of Minutes from the September 25th Meeting

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

IV. Executive Session (Kyle Kring, Kring & Chung, LLP)

A. Legal

The committee went into executive session at 6:17 p.m. The executive session ended at 6:40 p.m. and the meeting resumed.

V. Committee Business

A. Status Report on Lease Agreements

Kim provided copies of a written report on the center’s 4 leases (Oakdale, Santa Clarita, and the current and new Antelope Valley offices).
B. **FY 2016-17 Financial Report** (Final Report)

The FY 2016-17 contract year closed and Kim presented a final FY2016-2017 report. The center reverted $510,380.07 (1.04%) in operations funds and $7,596,524 (1.99%) in purchase of service (POS) funds back to the Department of Developmental Services (DDS).


The September 2019 financial report showed that the center’s operations budget for FY 2019-20 was $55,275,728 and the POS budget was $483,008,086 for a total budget of $538,283,814. Kim pointed out that the financial statements were revised to include the family resource center and CalFresh budgets as part of the operations budget. Kim reported that we will determine whether we will be projecting a POS surplus or deficit when we prepare and submit our first projected POS expenditure projection (PEP) report to DDS in December. Our administrative operating expenses are 14.6% year to date, which is less than the 15% cost cap.

D. **Approval of Contracts**

1. Maxim Healthcare Services, Inc. (PL1025-062)
2. ETHOS Therapeutics (PL1797-117)
3. The Adult Skills Center (PL1824-952)

**M/S/C** (A. Hamilton/E. Burnett) To recommend to the Board of Trustees to approve the 3 contracts listed above, as presented.

4. Sunshine Residential Home, LLC (PL18727-109)

**M/S/C** (A. Hamilton/E. Burnett) To recommend to the Executive Committee to approve the contract with Sunshine Residential Home, as presented, on behalf of the Board of Trustees.

E. **Executed Contracts by NLACRC**

Information about the contract amendments were provided to the committee. Since last month’s committee meeting:

1. POS Contract Renewal(s): 4 contracts were renewed.
2. Health & Safety Exemptions: 3 amendments were made.
3. 2.1% Bridge Funding Contract(s): 1 payment agreement was made.

F. Intermediate Care Facility (ICF) State Plan Amendment (SPA) Summary

By fiscal year, the amount of cash disbursed by NLACRC but not reimbursed by ICF providers is:

1. FY 2019-20: $2,187,565
2. FY 2018-19: 2,477,580
3. FY 2017-18: 21,876
4. FY 2016-17: 290,198
5. FY 2015-16: 14,893

$4,992,112

The total amount is $433,714 higher than the report that was given in September.

G. Human Resources Monthly Report

Michele provided the committee with copies of the summary and reviewed it with the committee. The summary included the following information:

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</tbody>
</table>

1. Report of Personnel Classifications: DDS usually sends us an annual survey that is due back to them on December 1st of each year. Our response to that survey has been delayed due to union negotiations related to salaries and benefits. So instead of bringing it to this committee and then to the Board of Trustees for approval, we will be presenting this information to the Executive Committee on November 26th to approve it on behalf of the Board of Trustees so we can submit it to DDS by the December 1st deadline.

H. Antelope Valley Office Relocation Update

Our new AV office should be ready by October 1, 2020 and maybe even a little earlier.
1. **Equipment Finance Agreement:**

We would like to borrow $3 million from First American Equipment Finance (a subsidiary of City National Bank) to fund the cost of tenant improvements at our new AV office. The monthly payments for a 5-year loan would be $55,066 (at 2.36% interest); the monthly payments for a 7-year loan would be $40,736 (at 2.22% interest). There would be no incentive to pay the loan off early because there would be a prepayment fee.

**M/S/C (A. Hamilton/D. Newman)** To recommend to the Board of Trustees to approve the AV office relocation equipment finance agreement with the 7-year repayment option.

I. **Audits**

1. **Summary of Audits Performed for FY 2018-19 & Schedule of Recoveries:** The center was required by DDS to conduct 11 vendor audits in FY 2018-19. The center actually conducted 12 vendor audits and recovered $72,052 in overpayments.

   a. **DDS Monitoring Review Final Report:** DDS and the Department of Health Care Services conduct a monitoring review of our federal program involvement every 2 years. We received our final audit report from them on their monitoring review of the home and community-based services waiver, 1915i state plan amendment, and targeted case management and nursing home reform programs that they conducted in August 2018 for the period June 1, 2017 through May 31, 2018. Copies of the complete audit results were provided to the committee for their information, including executive summaries of each of the 3 federal programs. We did very well in the main, scoring 90% or higher in each category except for one (individual program plans) which as 87%.

VI. **Items for the Next Board Meeting**

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

A. Minutes of the October 30th Meeting (January 15th)
C. Approval of Contracts
1. Maxim Healthcare Services, Inc. (PL1025-062)
2. ETHOS Therapeutics (PL1797-117)
3. The Adult Skills Center (PL1824-952)
D. Approval of Antelope Valley Office Relocation Equipment Finance Agreement

VII. Announcements/Information/Public Input

A. Next Meeting: Tuesday, November 26th, at 6:00 p.m.

Manu reported that he would not be able to attend the next committee meeting.

VIII. Executive Session

A. Quarterly Legal Update (WIC 4663(a)(5)
B. Employee Salaries and Benefits (WIC 4663(a)(3)
C. Labor Contract Negotiations (WIC 4663(a)(4)
D. Legal (Musick, Peeler, and Garrett)

M/S/C (A. Hamilton/D. Newman) To go into executive session at 7:30 p.m.

IX. Adjournment

Manu adjourned the meeting at 8:45 p.m.

Submitted by,

Jennifer Kaiser
Jennifer Kaiser
Executive Assistant

[aamin.oct30.2019]
North Los Angeles County Regional Center  
Administrative Affairs Committee Meeting Minutes  
November 26, 2019

Present: Elena Burnett, Melissa Ferman, Anna Hamilton, Lillian Martinez, and Debra Newman—Committee Members  
Kevin Shields — VAC Representative  
Jeff Ehlers — Windes Representative  
Ruth Janka, Jennifer Kaiser, Michele Marra, Vini Montague, Kim Rolfes, and Jesse Weller — Staff Members

Absent: Manu Alfaro

I. Call to Order & Introductions

Elena called the meeting to order at 6:08 p.m. in Manu’s absence and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Revised Agenda

M/S/C (A. Hamilton/M. Ferman) To approve the revised agenda as presented.

B. Approval of Minutes from the October 30th Meeting

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

IV. Committee Business

A. Proposed Change to “Statement of Cash Flows” (Jeffrey Ehlers, Windes)

One of the documents included in the center’s annual audited financial statements is the Statement of Cash Flows. The purpose of the Statement of Cash Flows is to show where cash is being generated and how the cash is being spent. The Statement of Cash Flows is used to analyze the liquidity and solvency of an organization. Accounting standards were updated in 2016 giving organization options for presenting their Statement of Cash Flows. This was done through the Financial Accounting Standards Board issuing Accounting Standards Update (ASU) 2016-14, Presentation of Financial Statements of Not-For-Profit Entities (Topic 958). The new standard allows for three presentation options: (1) the indirect method, (2) the direct method, and (3) both.
The indirect method presents the statement of cash flows starting with the changes in net assets from the statement of activities and shows how changes in balance sheet accounts affect cash provided by/used in operating activities.

The direct method presents the statement of cash flows showing the actual cash inflows and outflows from operating activities based on nature of inflows and outflows.

In previous fiscal years, NLACRC's audited financial statements have utilized the indirect method of presenting its Statement of Cash Flows; however with the change in accounting standards in 2016, NLACRC now has the option of presenting its Statement of Cash Flows using either the indirect method, direct method, or both for its FY 2018-19 audited financial statements. The committee was provided the center's Statement of Cash Flows for fiscal year 2017-18 using the indirect method and the direct method for their review and consideration.

**Action:** The 3 options will be presented to the Board of Trustees for their review and input and this will be addressed again at the January 29th Administrative Affairs Committee meeting.

B. **Department of Developmental Services (DDS) Draft Audit Report**

The center had an excellent audit with only 1 finding, but it was a repeat finding. There were 2 cases where the family cost participant payments were made above the share of cost which resulted in an overpayment. This occurred after we changed our procedures after the last DDS audit. On January 1, 2018 the respite cap was removed and we have since corrected that letter. A third case was found but we believe it had to do with a day care authorization (not the family cost participation payment); we are still researching this and it may not be an overpayment. In the future, we are looking at doing annual authorizations for respite and day care to minimize this risk.


The October 2019 financial report showed that the center’s operations budget for FY 2019-20 was $55,275,728 and the purchase of service (POS) budget was $483,083,764 for a total budget of $538,359,492. We will not know whether we will be projecting a POS surplus or deficit until we prepare and submit our first projected POS expenditure projection (PEP) report and submit it to DDS in December. Our administrative operating expenses are 14.5% year to date, which is less than the 15% cost cap.
D. **Approval of Contracts**

1. Harbor Regional Center MOU FY18-19
2. Harbor Regional Center MOU FY19-20
3. Maxim Healthcare Services, Inc. (PL1025-062)
5. United Cerebral Palsy of LA & Ventura (PL1731-055)
6. United Cerebral Palsy of LA & Ventura (PL0566-109)
7. TPX Communications (Operations)

**M/S/C (L. Martinez/M. Ferman)** To recommend to the Executive Committee to approve the 7 contracts listed above, as presented, on behalf of the Board of Trustees.

E. **Executed Contracts by NLACRC**

1. **POS Minimum Wage Increase**: 3 amendments were made.
2. **POS Contract Renewal(s)**: 4 contracts were renewed.
3. **Health & Safety Exemptions**: 2 amendments were made.
4. **2.1% Bridge Funding Contract(s)**: 1 amendment was made.

F. **Intermediate Care Facility (ICF) State Plan Amendment (SPA) Summary**

By fiscal year, the amount of cash disbursed by NLACRC but not reimbursed by ICF providers is:

1. FY 2019-20: $2,918,179
2. FY 2018-19: 561,078
3. FY 2017-18: 5,213
4. FY 2016-17: 163,244
5. FY 2015-16: 4,836

$3,652,550
$4,992,112

The total amount is $1,339,562 less than the report that was given last month.

G. **Human Resources Monthly Report**
Michele provided the committee with copies of the summary and reviewed it with the committee. The summary included the following information:

<table>
<thead>
<tr>
<th>FY 2019-20 authorized positions</th>
<th>563</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open positions on hold</td>
<td>-1</td>
</tr>
<tr>
<td>Open positions vacant</td>
<td>-33</td>
</tr>
<tr>
<td>Separations</td>
<td>-6</td>
</tr>
<tr>
<td>Sub-total</td>
<td>523</td>
</tr>
<tr>
<td>New hires</td>
<td>5</td>
</tr>
<tr>
<td>Positions filled</td>
<td>53428</td>
</tr>
</tbody>
</table>

1. **Report of Personnel Classifications**: DDS usually sends us an annual survey that is due back to them on December 1st of each year. Our response to that survey has been delayed due to union negotiations related to salaries and benefits. So instead of bringing it to this committee and then to the Board of Trustees for approval, we are presenting it here and then want to present it to the Executive Committee for their approval on behalf of the board so we can submit it to DDS by the December 1st deadline.

**M/S/C** (M. Ferman/A. Hamilton) To recommend to the Executive Committee to approve the report on personnel classifications, on behalf of the Board of Trustees, so it can be submitted to DDS by the December 1st deadline.

V. **Items for the Next Board Meeting**

The following items were identified for the committee’s section of the January 15th board meeting agenda:

A. Minutes of the October 30th Meeting  
B. Minutes of the November 26th Meeting  
C. FY 2019-20 Financial Report  
D. Statement of Cash Flow Options

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

A. **Next Meeting**: Wednesday, January 29th, at 6:15 p.m.

VII. **Adjournment**

Elena adjourned the meeting at 7:00 p.m.
Submitted by,

Jennifer Kaiser
Executive Assistant

[asmin.nov26.2019]
Proposed Change to “Statement of Cash Flows” (Jeffrey Ehlers, Windes)

One of the documents included in the center’s annual audited financial statements is the Statement of Cash Flows. The purpose of the Statement of Cash Flows is to show where cash is being generated and how the cash is being spent. The Statement of Cash Flows is used to analyze the liquidity and solvency of an organization. Accounting standards were updated in 2016 giving an organization options for presenting their Statement of Cash Flows. This was done through the Financial Accounting Standards Board issuing Accounting Standards Update (ASU) 2016-14, Presentation of Financial Statements of Not-For-Profit Entities (Topic 958). The new standard allows for three presentation options: (1) the indirect method, (2) the direct method, and (3) both. The indirect method presents the statement of cash flows starting with the changes in net assets from the statement of activities and shows how changes in balance sheet accounts affect cash provided by/used in operating activities.

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In previous fiscal years, NLACRC’s audited financial statements have utilized the indirect method of presenting its Statement of Cash Flows; however with the change in accounting standards in 2016, NLACRC now has the option of presenting its Statement of Cash Flows using either the indirect method, direct method, or both for its FY 2018-19 audited financial statements. The committee was provided the center’s Statement of Cash Flows for fiscal year 2017-18 using the indirect method and the direct method for their review and consideration.

Action: The 3 options will be presented to the Board of Trustees for their review and input and this will be addressed again at the January 29th Administrative Affairs Committee meeting.
## NORTH LOS ANGELES COUNTY REGIONAL CENTER, INC.

### STATEMENTS OF CASH FLOWS

**For the Year Ended June 30,**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH FLOWS FROM OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts from state contract with DDS</td>
<td>435,172,111</td>
<td>425,705,959</td>
</tr>
<tr>
<td>Receipts from Intermediate Care Facility Vendors</td>
<td>9,212,530</td>
<td>7,680,136</td>
</tr>
<tr>
<td>Interest income</td>
<td>71,859</td>
<td>38,879</td>
</tr>
<tr>
<td>Payments to employees and related benefits</td>
<td>(45,570,542)</td>
<td>(48,613,102)</td>
</tr>
<tr>
<td>Payments for general services and operations</td>
<td>(11,689,570)</td>
<td>(8,963,168)</td>
</tr>
<tr>
<td>Payments to vendors for consumer services</td>
<td>(400,340,236)</td>
<td>(373,094,570)</td>
</tr>
<tr>
<td><strong>Net Cash Provided By (Used In) Operating Activities</strong></td>
<td>(13,143,848)</td>
<td>2,754,134</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CASH FLOWS FROM INVESTING ACTIVITIES</strong></td>
<td>400,645</td>
<td>425,221</td>
</tr>
<tr>
<td>Reimbursement from state contract for equipment</td>
<td>(400,645)</td>
<td>(425,221)</td>
</tr>
<tr>
<td>Purchase equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Net Cash From Investing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(13,143,848)</td>
<td>2,754,134</td>
</tr>
<tr>
<td><strong>NET CHANGE IN CASH AND CASH EQUIVALENTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>(13,143,848)</td>
<td>2,754,134</td>
</tr>
<tr>
<td><strong>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</strong></td>
<td>28,710,604</td>
<td>25,956,470</td>
</tr>
<tr>
<td><strong>CASH AND CASH EQUIVALENTS AT END OF YEAR</strong></td>
<td>$ 15,566,756</td>
<td>$ 28,710,604</td>
</tr>
</tbody>
</table>

The accompanying notes are an integral part of these financial statements.
## NORTH LOS ANGELES COUNTY REGIONAL CENTER, INC.

### STATEMENTS OF CASH FLOWS

#### For the Year Ended June 30,

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH FLOWS FROM OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change in net assets</td>
<td>$3,474,701</td>
<td>$19,187,558</td>
</tr>
<tr>
<td>Adjustments to reconcile change in net assets to net cash from operating activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Increase) decrease in:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash - client trust funds</td>
<td>219,785</td>
<td>(959,562)</td>
</tr>
<tr>
<td>Contracts receivable - state of California</td>
<td>(18,223,091)</td>
<td>4,958,262</td>
</tr>
<tr>
<td>Receivable from Intermediate Care Facility vendors</td>
<td>748,909</td>
<td>(1,558,011)</td>
</tr>
<tr>
<td>Other receivables and prepaid expenses</td>
<td>(3,229,954)</td>
<td>(9,555,754)</td>
</tr>
<tr>
<td>Due from state - accrued vacation and other employee benefits</td>
<td>(2,066,412)</td>
<td>2,029,597</td>
</tr>
<tr>
<td>Increase (decrease) in:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>3,245,808</td>
<td>1,705,140</td>
</tr>
<tr>
<td>Accrued expenses</td>
<td>93,342</td>
<td>288,868</td>
</tr>
<tr>
<td>Accrued vacation and other employee benefits</td>
<td>126,878</td>
<td>(261,713)</td>
</tr>
<tr>
<td>Retirement health care plan obligation</td>
<td>(876,828)</td>
<td>(6,818,448)</td>
</tr>
<tr>
<td>Pension plan obligation</td>
<td>2,384,946</td>
<td>6,396,390</td>
</tr>
<tr>
<td>Deferred rent</td>
<td>1,263,572</td>
<td>(500,037)</td>
</tr>
<tr>
<td>Unexpended client support</td>
<td>(305,504)</td>
<td>634,624</td>
</tr>
<tr>
<td><strong>Net Cash Provided By (Used In) Operating Activities</strong></td>
<td>(13,143,848)</td>
<td>2,754,134</td>
</tr>
</tbody>
</table>

#### NET CHANGE IN CASH AND CASH EQUIVALENTS

(13,143,848) 2,754,134

#### CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR

28,710,604 25,956,470

#### CASH AND CASH EQUIVALENTS AT END OF YEAR

$15,566,756 28,710,604

The accompanying notes are an integral part of these financial statements.
Consumer Advisory Committee
North Los Angeles County Regional Center
Consumer Advisory Committee Meeting Minutes
November 6, 2019

Present: William Abramson, Pam Aiona, Josefina Hernandez – CAC Members
Jessica Gould, Liz Lyons, and Caroline Mitchell – Attendees
Fatima Castaneda - Aide
Raquel Armendariz – Legislative Educator
Silvia Haro, Juan Hernandez, Jose Rodriguez, and Emi Rosales - Staff

1. Call to Order & Introductions

Caroline Mitchell, CAC chair, called the meeting to order at 11:00 a.m. and introductions were made.

2. Public Input (3 minutes)

3. Consent Items

A. Approval of Agenda

The agenda was approved as presented.

B. Approval of Minutes from the October 2nd Meeting

The minutes were approved as presented.

4. Committee Business

A. Presentation: Regional Center Services (Silvia Haro)

B. Training/Presentation Calendar for FY 2019-20

Copies of the CAC’s training/presentation calendar were provided. A legislative advocacy training is scheduled for the January 8th CAC meeting.

C. Event Calendar

Jose provided everyone with fliers for the following upcoming events.

1. NLACRC’s Community Coffee: Friday, November 8th, at 10:00 a.m. (New Horizons in North Hills)
2. American Heroes Airshow: Saturday, November 9th, at 9:00 a.m. (Hansen Dam Recreation Center in Lakeview Terrace)

3. Autism Families Night: Sunday, November 10th, at 6:00 p.m. (Aquarium of the Pacific in Long Beach)

4. Self-Advocacy Group Holiday Meeting: Saturday, December 14th, at 3:00 p.m. (Denny’s restaurant in Sherman Oaks)

D. Review Agenda for Board of Trustees Meeting

Copies of the agenda for the November 23rd board meeting were provided. This will be a very short meeting, with action items only, that will be followed by a training on the Lanterman Act and NLACRC’s contract with the Department of Developmental Services. The meetings are always open to the public.

5. Identify Agenda Items for the Next Board Meeting

The following item was identified for the CAC’s section of the January 15th Board meeting agenda:

A. Minutes from the November 6th Meeting

6. Announcements / Information / Public Input

A. CAC Attendance Sheet

Updated attendance sheets are always sent out with the meeting packets. Anyone can attend the meetings but consumers who attend 4 CAC meetings in a row become actual CAC members. So far, William Abramson, Pam Aiona, Lesly Forbes, Josefina Hernandez, Monroe Jones, and Cynthia Samano are official CAC members.

B. CAC Annual Holiday Luncheon: December 4th, Noon to 1:00 p.m.

Invitations were provided. A holiday luncheon will be held followed by a white elephant gift exchange, so please bring an unwanted gift or purchase a gift (no more than $10) if you want to join in the fun! Please RSVP to Jose Rodriguez at JRodriguez@nlacrc.org or at (818) 756-6289 by Tuesday, December 3rd.
C. **Next Meeting:** Wednesday, January 8th, at 11:00 a.m.

7. **Adjournment**

    Caroline adjourned the meeting at 12:15 p.m.

Submitted by,

Jennifer Kaiser  
Executive Assistant

[camin.nov6.2019]
Consumer Services Committee
North Los Angeles County Regional Center
Consumer Services Committee Meeting Minutes
November 13, 2019

Draft

Present:  Adam Breall, Marianne Davis, Jeremy Sunderland, and Curtis Wang – Committee Members
Orli Almog – Vendor Advisory Committee Representative
Sheila Calove, Michele Marra, Megan Mitchell, Cristina Preuss, Jesse Weller and Liliana Windover – Staff Members

Absent:  Sharoll Jackson and Caroline Mitchell

I. Call to Order & Introductions

The meeting was called to order at 6:15 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

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

B. Approval of Minutes from the October 16th Meeting

M/S/C (A. Breall/C. Wang) To approve the minutes as presented.

IV. Committee Business

A. Service Providers that did not Received a Rate Increase (Jesse)

During the last meeting, information was provided about the supplemental rate increases that were given to some providers between 2.4% and 8.2%. The committee was curious as to which providers were not given an increase. Providers who did not receive a rate increase include:

1. Service Code 520: Independent Living Services: Independent living providers did not receive a supplemental rate increase. We know how critical independent living skills are for our community. Therefore, a rate increase for providers of this service code will be part of our legislative agenda.

2. Service Code 805: Infant Development Program: The 805 program is a multidisciplinary team that consists of occupational therapists, speech
therapists, physical therapists, and child development specialists. Early Start services are critical for early intervention and Early Start providers are understandably very concerned that they were not included for a rate increase. This is already having a big impact into our Early Start community. We do not know why such a critical program was skipped over for a rate increase. Our plan is to educate our legislators about how crucial these services are and how they benefit our consumers.

B. Monthly Community Placement Plan (CPP) Report (Megan Mitchell)

NLACRC’s goal for this fiscal year is to place 1 consumer out of Fairview Developmental Center, 5 consumers out of Porterville Developmental Center, and 2 consumers out of Canyon Springs. All 8 placements are currently pending. NLACRC still has 15 individuals that remain in the court-ordered secure treatment center at Porterville Developmental Center.

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

NLACRC received a couple of implementation updates from the Department of Developmental Services (DDS). DDS has set a deadline of December 6th for participants to attend their required orientation. NLACRC has scheduled orientations for the remaining consumers. As of today, 139 consumers out of 156 active participants have attended their orientation.

Not all SDP participants decided to remain in the program and have dropped out. On November 22nd, DDS will be conducting their subsequent selection process in order to fill all the remaining openings statewide. NLACRC currently has 27 open spots out of 183 that need to be filled. We have over 100 newly identify interested consumers and families. DDS is looking for individuals over the age of 42 and they are giving priority for siblings of individuals who are already in the program and members of the SDP local advisory committee.

NLACRC continues to conduct staff trainings. We rolled out our 2nd phase focusing in the development of the budget, how to fund person-centered planning, developing modules for staff. We are also conducting workshops and clinics for staff. We have scheduled a make-up training on November 18th. Currently, we have 5 financial management service (FMS) providers vended.

There will be a statewide SDP conference on November 15 and 16, 2019. This is a conference in collaboration with Disability Rights, Voices United, and the Autism Society of Los Angeles. NLACRC has funded 39 participants (consumers and
families). In addition, Dr. Weller, Sheila Calove and our SDP supervisor will be in attendance. Some of the topics that will be discussed during this conference are:

- What is SDP
- What to expect
- What is FMS, providers, responsibilities
- Person Center Planning
- Networking for parents, etc.

We are also expecting DDS staff to attend this conference.

D. Person-Centered Planning (PCP) (Jesse)

Previously, this committee inquired what information is out there regarding PCP. We partnered with the Family Focus Resource Center to see what type of information is out there related to PCP. We also were able to collect information from our staff. Based on this information obtained, the committee will receive a list of PCP materials and public information collected. More to come!

VI. Chief of Program Services Report (Jesse Weller)

A. Onboarding Process for New Staff

We are taking a look at the New Staff Orientation (NSO) training and all the different courses new staff goes through to see if they need to be revamped, changed, streamlined and make it more effective, including PCP trainings that our staff currently attends. We are taking in consideration feedback received by the Senior Leadership Team when they meet with the 6 month, 12 month, 18 month and 24 month new staff. Based on this feedback, Eric Ingber, our training and development supervisor has created a NSO redesign recommendation plan. We are going to be separating out to see what the organization wants from the onboarding prospective and what type of training we need from the service coordinator prospective. We are also looking at trainings for current staff. More to come.

B. Megan Mitchell, Consumer Services Manager

After working for NLACRC for almost 15 years, Megan Mitchell, consumer services manager and forensic expert for NLACRC, has accepted a position with DDS. She will be greatly missed.

C. Cafecito Entre Nos Events and Community Coffees
The next Cafecito Entre Nos event will take place on November 14th. These events are community coffees for Spanish-speaking families. In addition we also have Community Coffee events that are usually attended by providers, consumers, families, and parents. A Community Coffee took place on October 30th at Desert Haven Enterprises and was attended mostly by consumers. In addition, another Community Coffee took place on November 8th at New Horizons.

D. Parent Mentor Program

This committee requested quarterly report regarding this program. Dr. Weller will be providing these reports to this committee.

VII. Board Meeting Agenda Items

The following item was identified for the committee's section of the January 15th board meeting agenda:

A. Minutes of the November 13th Meeting

VIII. Announcements / Information Items / Public Input

A. Next Meeting: Wednesday, January 22nd, at 6:00 p.m.

IX. Adjournment

The meeting was adjourned at 6:55 p.m.

Submitted by:

Liliana Windover
Executive Assistant

[camin.nov13.2019]
Executive Committee
North Los Angeles County Regional Center

Executive Committee Meeting Minutes
October 30, 2019

Present:  Manu Alfaro (via Zoom), Elena Burnett, Anna Hamilton, Lillian Martinez, and Debra Newman – Committee Members
Ruth Janka, Jennifer Kaiser, Michele Marra, Kim Rolfes, and Jesse Weller – Staff Members

Absent:  Melissa Ferman

I.  Call to Order

Elena Burnett, president, called the meeting to order at 8:48 p.m.

II.  Public Input - There was no public input.

III.  Consent Items

A.  Approval of Agenda

Item IV was addressed at the end of the Administrative Affairs Committee meeting, so that item was deleted from the agenda and the remaining agenda items were re-numbered. Also, a new item IV.F was added to the agenda.

M/S/C (A. Hamilton/D. Newman) To approve the agenda as modified.

B.  Approval of Minutes from the September 25th Meeting

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

IV.  Committee Business

A.  Board Budget vs. Expenditures

1.  FY 2018-19: The board budget for last fiscal year was $94,000. At this point, $90,792 or 96.59% of the budget has been spent. We are still expecting some final late bills, but once we receive them, this budget will be closed out.

2.  FY 2019-20: The board budget for this fiscal year is $98,000. At this point, only $8,432 or 8.6% of the budget has been spent. Some of the larger expenses, such as the board retreat and board dinner are held later in the fiscal year.
B. **Quarterly Report on the Center's Strategic Plan -- Deferred**

The quarterly report is almost ready but was delayed due to unforeseen events such as a water pipe burst and local wildfires which temporarily closed 2 of the center's offices.

C. **Annual Report on Whistleblower Activity**

Kim provided copies of the written report, which summarized the 5 open and 8 closed whistleblower complaints that occurred last fiscal year.

D. **Proposed Bylaws Change (due to trailer bill language)**

Board composition requirements have changed to include members with management or board governance expertise and financial expertise. This minor change was drafted into the bylaws for the committee's review.

**Action:** The proposed bylaws change will be presented at the January board meeting for review and again at the February board meeting for approval.

E. **Update on Town Hall Meeting in Santa Clarita**

Jennifer surveyed the board and in the main there was no opposition to holding the town hall meeting in the Santa Clarita Valley rather than the San Fernando Valley. Also, the town hall meeting was rescheduled to be held next year on February 27, 2020.

F. **Approval of Contract:** Sunshine Residential Home, LLC (PL18727-109)

M/S/C (A. Hamilton/D. Newman) To approve the contract with Sunshine Residential Home on behalf of the Board of Trustees.

G. **Finalize Agenda for the November 20th Board Training**

A regular board meeting will not be held on November 20th; it will be action items only, followed by an executive session, then a training on the Lanterman Act and on our contract with the Department of Developmental Services (DDS). The committee finalized the agenda.

V. **Center Operations**
Handouts were provided to the committee with information about the 3 local wildfires and how they affected the center and the center's staff, consumers, families, and service providers. Our Everbridge emergency communication system worked very well.

VI. Announcements / Information Items

A. **Next Meeting:** Tuesday, November 26th, at 7:15 p.m.

VII. Adjournment

Elena adjourned the meeting at 9:24 p.m.

Submitted by,

*Jennifer Kaiser*

Jennifer Kaiser  
Executive Assistant

[ecm.in oct30.2019]
North Los Angeles County Regional Center
Executive Committee Meeting Minutes
November 26, 2019

Present: Elena Burnett, Melissa Ferman, Anna Hamilton, Lillian Martinez, and Debra Newman – Committee Members
Ruth Janka, Jennifer Kaiser, Michele Marra, Kim Rolfes, and Jesse Weller – Staff Members

Absent: Manu Alfaro

I. Call to Order

Elena Burnett, president, called the meeting to order at 7:10 p.m.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Revised Agenda

New Items IV.E., IV.F. and IV.G. were added to the agenda and Section VII was deleted.

M/S/C (M. Ferman/D. Newman) To approve the revised agenda as modified.

B. Approval of Minutes from the October 30th Meeting

M/S/C (D. Newman/L. Martinez) To approve the minutes as presented.

IV. Committee Business

A. Human Resources: Approval of Report on Personnel Classifications

The report on personnel classifications was reviewed and discussed at the Administrative Affairs Committee and they are recommending that the Executive Committee approve the report, on behalf of the board, so it can be submitted to the Department of Developmental Services (DDS) by the December 1st deadline.

M/S/C (L. Martinez/D. Newman) To approve the report on personnel classifications, on behalf of the Board of Trustees.

B. Board Budget vs. Expenditures
1. **FY 2018-19**: The board budget for last fiscal year was $94,000. To date, $91,647.18 (97.5%) has been spent. We need to transfer $715 from line item 1 to line item 11 to cover a shortfall there.

   **M/S/C (L. Martinez/D. Newman)** To approve moving $715 from one line item to another in the board’s FY 2018-19 budget to cover a shortfall.

   **Action**: With no further late bills anticipated, the board’s budget for FY 2018-19 can now be closed.

2. **FY 2019-20**: The board’s budget for this fiscal year is $98,000. To date, $12,440 (12.7%) has been spent. Most of the board’s big expenses come later in the year.

C. **Board Member Respite Reimbursement**

   Jennifer reimburses board members who use respite while participating in board-related meetings and events. Jennifer was unaware of the fact that the respite rate had increased the last couple of years. We need to reimburse our board members for the difference in the new rates vs. the old rate and they can, in turn, reimburse their respite workers. Kim and Vini are currently working on a fix for this error.

D. **Antelope Valley “Night to Shine”**

   Debra is volunteering to help the “Night to Shine” prom for teenagers with special needs in the Antelope Valley and asked if the board would consider helping to sponsor it. About 85% of the teenagers participating are NLACRC consumers. The board has about $2,750 left in its board budget for sponsorships this fiscal year. The Executive Committee would like to help sponsor this event, but was unsure how much of a donation should be made.

   **M/S/C (D. Newman/A. Hamilton)** The Executive Committee will recommend to the Board of Trustees to help sponsor the “Night to Shine” prom with a donation of $1,000.

E. **Approval of Contracts**

   1. Harbor Regional Center MOU FY18-19
   2. Harbor Regional Center MOU FY19-20
   3. Maxim Healthcare Services, Inc. (PL1025-062)
5. United Cerebral Palsy of LA & Ventura (PL1731-055)  
6. United Cerebral Palsy of LA & Ventura (PL0566-109)  
7. TPX Communications (Operations)  

M/S/C (A. Hamilton/L. Martinez) To approve the 7 contracts listed above, as presented, on behalf of the Board of Trustees.

F. Self-Determination Advisory Committee (SDAC) Request

Lillian, who is a member of the SDAC, shared the committee’s request to be reimbursed for mileage to and from the monthly meetings, which rotate and are held at the center’s 3 offices. The SDAC is a joint committee between NLACRC and the State Council. NLACRC hosts and provides dinner at each SDAC meeting. This request has been made before; there is no money in NLACRC’s budget to cover SDAC members’ mileage. Due to the Bagley-Keene act, members cannot participate in meetings via conference call or Zoom. Perhaps they should ask the State Council. Lillian will share this response with the SDAC.

G. Board Trainings

DDS’s contract with NLACRC includes a requirement for board trainings on the following topics (which should take about 15-20 minutes each):

1. Board governance  
2. NLACRC/DDS contract  
3. Executive director recruitment  
4. Conflict of interest  
5. Cultural competency  

And the center’s 5-year strategic plan includes board trainings on the following topics:

6. Quality assurance  
7. Transparency policy  
8. Vendorization/resource development

Also, ARCA will be having a training for select regional center board members (the ARCA Academy) in February 2020. In addition, the center’s financial statement will be presented at the March 2020 board meeting and the center’s tax return will be presented at the April 2020 board meeting. Trainings could be held
from 6:00 to 6:30 p.m. prior to the monthly board meetings. We also have our annual board retreat in May 2020 where board trainings are conducted.

**Action:** Jennifer will draft a board presentation/training schedule and present it at the next Executive Committee meeting.

H. Finalize Agenda for the January 15th Board Meeting

The board finalized the agenda for the January 15th board meeting.

V. Center Operations

A. AB 5: Independent Contractors & Employees

AB 5 has been chaptered and is now in law. It set standards to determine whether a worker is an employee or an independent contractor. The case stems from a lawsuit filed by a pair of delivery drivers against Dynamex, after the company changed their job status from employee to independent contractor.

B. Self-Determination Program (SDP) Update

We currently have 156 active participants. DDS will be making additional consumer selections to fill those positions left by consumers who withdrew from the program. DDS is looking for individuals over the age of 42 and are giving priority to siblings of individuals who are already in the program and members of the SDP local advisory committee. The center is drafting a “how to” booklet to help participants and their families navigate the process.

C. Developmental Services Task Force

DDS and the California Health and Human Services Agency have announced that a total of 157 individuals from across the state have been selected as members of the Developmental Services (DS) Task Force. (In the past, 21 individuals served on the Task Force and workgroups combined.) The DS Task Force provides guidance on the delivery of services to Californians who have intellectual and developmental disabilities; 41 individuals will serve on the Task Force and an additional 116 people will serve on the Task Force’s 5 workgroups, which are:

1. Community Resources Workgroup Membership
2. Oversight, Accountability and Transparency Workgroup Membership
3. Safety Net Workgroup Membership
4. Service Access and Equity Workgroup Membership
5. System and Fiscal Reform Workgroup Membership

D. The Family Empowerment Team in Action (FETA)

This program, which is one of the center’s purchase of service (POS) disparity projects, uses MSW students from CSUN to provide outreach to families who are not using regional center services. They are also developing micro-videos on school age, transition, and adult services in both English and Spanish. The FETA program will be coming to a close at the end of December. However, before they close, they will launch a large scale service satisfaction survey in our catchment area aimed at Hispanic consumers ages 3-17 years of age.

VI. Announcements / Information Items

A. Next Meeting: Wednesday, January 29th, at 7:15 p.m.

VIII. Adjournment

Elena adjourned the meeting at 8:17 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

[ccmin.nov26.2019]
## Board of Trustees Budget

### Expenditures Paid through November 19, 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>FY 2019 Board Budget Revised (9/26/2019)</th>
<th>FY 2019 Budget Revision 11/19/2019</th>
<th>YTD Expenses thru Nov.19/2019</th>
<th>Budget Remaining (0-0)</th>
<th>% of Budget Utilized (E/D)</th>
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<tbody>
<tr>
<td>Annual Board Retreat and Annual Board Dinner</td>
<td>$32,000.00</td>
<td>$31,285.00</td>
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<td>NLACRC Legislative Events</td>
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<td>$935.28</td>
<td>$935.28</td>
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<tr>
<td>ARCA Meetings, Conferences, &amp; Activities (includes airfare, hotels, cabs, meals, parking, etc.)</td>
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<td>$16,330.04</td>
<td>$16,330.04</td>
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<td>Board Member Participation in Meeting and Events (not ARCA-related)</td>
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<td>$13,862.74</td>
<td>$13,862.74</td>
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<td>Transportation for Board Members (Diversified)</td>
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<td>$4,810.00</td>
<td>$4,810.00</td>
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<td>Respite Support for Board Members</td>
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<td>Meals for Board and Board Committee Meetings</td>
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<td>Flyers Soliciting Applications for the Board &amp; VAC members</td>
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<td>-</td>
<td>-</td>
<td>-</td>
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<td>Board Meeting Supplies (i.e. nameplates, flowers, greeting cards, paper goods, etc.)</td>
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<td>$754.41</td>
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<td>Sponsorships</td>
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<td>Translation Services</td>
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<td>$3,715.00</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$96,000.00</strong></td>
<td><strong>$96,000.00</strong></td>
<td><strong>$91,647.18</strong></td>
<td><strong>$2,352.82</strong></td>
<td><strong>97.50%</strong></td>
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REPORT ON PERSONNEL CLASSIFICATIONS

Regional Center: North Los Angeles County Regional Center

Date: November 26, 2019

INSTRUCTIONS: Please provide a listing of ALL personnel classifications used by the regional center and their associated Monthly and hourly salary schedule (range). You may copy and use additional sheets of this form.

<table>
<thead>
<tr>
<th>Personnel Classification</th>
<th>Monthly and Hourly Salary Range¹</th>
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</thead>
<tbody>
<tr>
<td>Accountant</td>
<td>$19.8246 - $27.2559</td>
</tr>
<tr>
<td>Accounting Supervisor</td>
<td>$5,294 - $7,781</td>
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<tr>
<td>Administrative Aide</td>
<td>$15.8250 - $19.7632</td>
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<tr>
<td>Administrative Assistant</td>
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<tr>
<td>Autism Program Clinical Services Specialist</td>
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<tr>
<td>Autism Program Coordinator Specialist</td>
<td>$27.4117 - $37.6933</td>
</tr>
<tr>
<td>Behavioral Consultant</td>
<td>$27.4117 - $37.6933</td>
</tr>
</tbody>
</table>

¹Monthly Salary Ranges for Exempt Staff and Hourly Salary Ranges for Non-Exempt Staff.

²Pursuant ABX2-1, Section 3 (a California law effective March 1, 2016), in this current fiscal, employees in all eligible personnel classifications will receive a temporary “add on” enhancement of 9.50% to the calculation of wages earned and the pay for use of many, but not all, benefits. For purposes of this report, the term “eligible personnel classifications” is defined as all personnel classifications at North Los Angeles County Regional Center, except for the Executive Director, Deputy Director-Chief Financial Officer, Chief Organizational Development Officer and Chief of Program Services.
<table>
<thead>
<tr>
<th>Personnel Classification</th>
<th>Monthly and Weekly Salary Range</th>
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</thead>
<tbody>
<tr>
<td>Behavioral Services Supervisor</td>
<td>$8,402 - $12,349</td>
</tr>
<tr>
<td>Branch Supervisor</td>
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<tr>
<td>Chief of Program Services</td>
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<td>Chief Organizational Development Officer</td>
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<td>Clinical Services Director</td>
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<td>CMS Program Evaluator Manager</td>
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<td>Community Living Specialist</td>
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<td>Community Services Director</td>
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<tr>
<td>Community Services Specialist</td>
<td>$20,8920 - $28,7445</td>
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<tr>
<td>Personnel Classification</td>
<td>Monthly and Hourly Salary Range</td>
</tr>
<tr>
<td>---------------------------------------------------</td>
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</tr>
<tr>
<td>Community Services Supervisor</td>
<td>$5,234 - $7,693</td>
</tr>
<tr>
<td>Consumer Advocate</td>
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<td>Consumer Services Coordinator</td>
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<td>Consumer Services Coordinator Specialist - Floater</td>
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<td>Consumer Services Coordinator Specialist – Officer of the Day</td>
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<td>Consumer Services Coordinator Specialist – Self-Determination</td>
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<td>Consumer Services Director</td>
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<td>Consumer Services Manager</td>
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<td>Consumer Services Supervisor</td>
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## REPORT ON PERSONNEL CLASSIFICATIONS (continued)

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<td>Controller</td>
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<td>Data Entry Operator*</td>
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<td>Deputy Director - Chief Financial Officer</td>
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<td>Personnel Classification</td>
<td>Monthly and Hourly Salary Range</td>
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<tr>
<td>Diversity and Inclusion Manager</td>
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<td>Director of Finance</td>
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<td>Document Quality Review Supervisor</td>
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<td>Educational Advocate</td>
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<td>Fair Hearings and Administrative Procedures Manager</td>
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## REPORT ON PERSONNEL CLASSIFICATIONS (continued)

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<th>Personnel Classification</th>
<th>Monthly and Hourly Salary Range</th>
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<td>Fiscal Assistant III*</td>
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<td>Position</td>
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<td>Human Resources Director</td>
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<tr>
<td>HR Specialist I</td>
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<tr>
<td>HR Specialist II</td>
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<tr>
<td>HR Supervisor</td>
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<td>IT Operations Manager</td>
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<td>---------------------------------</td>
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<tr>
<td>IT Specialist I</td>
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<td>IT Specialist II</td>
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**REPORT ON PERSONNEL CLASSIFICATIONS (continued)**

<table>
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<th>Personnel Classification</th>
<th>Monthly and Hourly Salary Range</th>
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<tbody>
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<td>Transfer Coordinator*</td>
<td>$13.4664 - $18.5264</td>
</tr>
<tr>
<td>Vendor Coordinator</td>
<td>$15.5147 - $21.3363</td>
</tr>
</tbody>
</table>

*Individuals within this salary range are not paid under the federal and state minimum wage.*
<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>Modification of Memorandum of Understanding (&quot;MOU&quot;) Operations</td>
</tr>
<tr>
<td>2</td>
<td>The Name of Vendor or Service Provider</td>
<td>Harbor Regional Center (&quot;HRC&quot;)</td>
</tr>
<tr>
<td>3</td>
<td>The Purpose of the Contract</td>
<td>FY2018-2019 CPP/CRDP funding designated as the Southern California Integrated Health &amp; Living Project (the &quot;SCIILP&quot; or the &quot;Integrated Project&quot;), held by HRC, for (1) the development of a specialized residential facility (&quot;SRF&quot;) to serve four (4) consumers awarded to CPES CA to acquire a facility formerly operated by Aacres CA (Bircher Facility); (2) the development of an enhanced behavioral support home (&quot;EBSH&quot;) operated by ELWYN CA formerly operated by Aacres CA (Quartz Facility); (3) an enhanced behavioral support home (&quot;EBSH&quot;) to serve three (3) consumers at the E-4 facility formerly acquired by Aacres CA; and (4) the acquisition and renovation of a new EBSH to serve three (3) consumers.</td>
</tr>
<tr>
<td>4</td>
<td>The Contract Term</td>
<td>July 1, 2018 through June 30, 2019</td>
</tr>
<tr>
<td>5</td>
<td>The Total Amount of the Contract</td>
<td>MOU is in the amount of $1,175,000 for FY2018-2019 CPP Startup Funds, as follows:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$ 75,000.00 SRF (Bircher Facility)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$150,000.00 EBSH (E-4 Facility)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$150,000.00 EBSH (Quartz Facility)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$400,000.00 Acquisition Funding new EBSH</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$400,000.00 Renovation Funding new EBSH</td>
</tr>
<tr>
<td>6</td>
<td>The Rate of Payment or Payment Amount</td>
<td>Payment will be reimbursed to NLACRC by HRC based on separate agreements that correspond with NLACRC's milestone funding with the service providers.</td>
</tr>
<tr>
<td>7</td>
<td>Method or Process Utilized to Award the Contract</td>
<td>Aacres notified NLACRC that they intended to cease providing services to consumers in NLACRC's catchment area. Since consumers were residing in the Bircher and Quartz Facility operated by Aacres and there was not sufficient time to conduct a request for proposal to select another service provider to operate and take over the facility, NLACRC made the decision to select the service provider.</td>
</tr>
</tbody>
</table>
provider to operate the home in order to (i) prevent the disruption and discontinuation of services provided to consumers; and (ii) prevent the consumers from being placed into a more restrictive setting. NLACRC selected CPES and ELWYN CA based on the fact that they have existing vendored services within NLACRC’s catchment area; they have experience working with consumers exiting the developmental center or at risk of being placed at a developmental center or more restrictive setting; they have experience developing new services and programs to serve consumers exiting the developmental centers or at risk of being placed at a developmental center or more restrictive setting; and they have experience in developing and operating SRFs.

NLACRC published a Request for Proposal (RFP) effective February 15, 2019 and again on June 17, 2019 for the E-4 Facility and new EBSH project.

| 8. | Method or Process Utilized to Establish the Rate or the Payment Amount | The Integrated Project, on behalf of NLACRC, requested DDS for CPP funds, in the amount of $1,175,000 for various projects. DDS approved $1,175,000 of FY2018-2019 CPP Startup funding. |
| 9. | Exceptional Conditions or Terms: Yes/No If Yes, provide explanation | NLACRC will be reimbursed by Harbor Regional Center (“HRC”) based on the requirements established in the Memorandum of Understanding (“MOU”). |

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the modified Memorandum of Understanding with the Harbor Regional Center and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the modified Memorandum of Understanding (“MOU”) between NLACRC and Harbor Regional Center was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on November 26, 2019 and the Board hereby authorizes any Officer of the corporation to execute the modified Memorandum of Understanding (“MOU”) without material changes but otherwise on such terms deemed satisfactory to such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director- Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.
Certification by Secretary:

I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

__________________________________________  ________________
Lillian Martinez, Board Secretary             November 26, 2019
## Contract Summary and Board Resolution

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<tr>
<th>No.</th>
<th>Description</th>
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<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>Modification of Memorandum of Understanding (&quot;MOU&quot;) Operations</td>
</tr>
<tr>
<td>2</td>
<td>The Name of Vendor or Service Provider</td>
<td>Harbor Regional Center (&quot;HRC&quot;)</td>
</tr>
<tr>
<td>3</td>
<td>The Purpose of the Contract</td>
<td>FY2019-2020 CPP/CRDP funding designated as the Southern California Integrated Health &amp; Living Project (the “SCIHLP” or the “Integrated Project”), held by HRC, to complete the FY2016-2017 development of a specialized residential facility (&quot;SRF&quot;) to serve four (4) consumers awarded to RSCR CA (Desert Willow).</td>
</tr>
<tr>
<td>4</td>
<td>The Contract Term</td>
<td>July 1, 2019 through June 30, 2020</td>
</tr>
</tbody>
</table>
| 5   | The Total Amount of the Contract                 | Original MOU for FY2016-2017 was in the amount of $565,000.00 of CPP Startup Funds, as follows:  

- $275,000.00 Specialized Residential Facility (SRF)  
- $200,000.00 Day Program Service  
- $45,000.00 Continuation Funding for Quartz  
- $45,000.00 Continuation Funding for Birch

The FY2016-2017 the SRF project, awarded to RSCR CA, was not completed by the close of the FY2016-2017 contract year. DDS provided $125,000 of FY2019-2020 CPP/CRDP funding in order to provide additional time for RSCR CA to complete the SRF being developed to serve four (4) consumers. The FY2019-2020 MOU is for $125,000.00. |
| 6   | The Rate of Payment or Payment Amount            | Payment will be reimbursed to NLACRC by HRC based on separate agreements that correspond with NLACRC’s milestone funding with the service providers. |
| 7   | Method or Process Utilized to Award the Contract | Request for Proposal ("RFP") process that was published by NLACRC on 10/20/2017. |
| 8   | Method or Process Utilized to Establish the Rate or the Payment Amount | The Integrated Project, on behalf of NLACRC, requested DDS for CPP funds, for $125,000 to complete the SRF being developed by RSCR CA. DDS authorized $125,000 of FY2019-2020 CPP/CRDP Startup funding to complete the project. |
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Executive Committee on behalf of the Board of Trustees reviewed and discussed the modified Memorandum of Understanding with the **Harbor Regional Center** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the modified Memorandum of Understanding ("MOU") between NLACRC and **Harbor Regional Center** was reviewed and approved by NLACRC's Executive Committee on behalf of the Board of Trustees on **November 26, 2019** and the Board hereby authorizes any Officer of the corporation to execute the modified Memorandum of Understanding ("MOU") without material changes but otherwise on such terms deemed satisfactory to such Officer. For purposes of this authorization, an "Officer" means NLACRC's Executive Director, Deputy Director- Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

**Certification by Secretary:**

I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

November 26, 2019
# Contract Summary and Board Resolution

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Contract Summary</th>
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<tbody>
<tr>
<td>1.</td>
<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>First Amendment to Nonresidential Negotiated Rate Agreement, Originally vended November 1, 2019 Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>Maxim Healthcare Services, Inc. Vendor Number: PL1025, Service Code: 062</td>
</tr>
<tr>
<td>3.</td>
<td>The Purpose of the Contract</td>
<td>Contractor will provide Personal Assistance services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide personal assistance and support. The purpose of the First Amendment is to change the rate from a negotiated rate to a usual and customary rate effective December 1, 2019. The new usual and customary rate is $28.00 per hour.</td>
</tr>
</tbody>
</table>
| 5.  | The Total Amount of the Contract | Past actual expenditure from 07/2016 – 11/2019 is $2,882,537.02. Projected annual cost based on the $28.00 hourly rate for the duration of the contract is $2,788,969.08 per year. In total, over the entire five (5) year term, the fiscal impact is $7,298,404.73.  
07/2016 – 11/2019: $2,882,537.02  
12/2019 – 06/2020: $1,626,898.63  
07/2020 – 06/2021: $2,788,969.08  
Total: $7,298,404.73 |
<p>| 6.  | The Total Proposed Number of Consumers Served | Currently serving 56 consumers per month. |
| 7.  | The Rate of Payment or Payment Amount | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate. |</p>
<table>
<thead>
<tr>
<th>8. Method or Process Utilized to Award the Contract.</th>
<th>Based on vendorization requirements under statute and regulation for Personal Assistance services.</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Method or Process Utilized to Establish the Rate or the Payment Amount</td>
<td>Currently, the service provider has a negotiated rate that was originally established on November 1, 2009. Contractor and NLACRC intend to enter into a new agreement to change the negotiated rate to a usual and customary rate pursuant to 17 CCR, Sections 57330 and 57336 based on contractor’s U&amp;C fee schedule charged to the general public. Pursuant to 17 CCR, Section 57210(a)(19), the phrase “usual and customary rate” (&quot;U&amp;C Rate&quot;) means the rate which is regularly charged to the general public by a vendor for a service that is used by both regional center consumers and/or their families and where at least 30% of the recipients of the given service are not regional center consumers or their families.</td>
</tr>
<tr>
<td>10. Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</td>
<td>Early in calendar year 2019, service provider requested NLACRC to change their rate from a negotiated rate to a U&amp;C rate because the service providers serve non-regional center consumers under its personal assistance program. On March 20, 2019, NLACRC requested authorization from DDS to change the service provider’s rate from a negotiated rate to a U&amp;C rate. On April 15, 2019, DDS reported that NLACRC does not require DDS approval so long as the service provider complies with regulatory requirements for a U&amp;C rate. In July 2019, NLACRC performed an audit of the individuals served by the service provider was performed. The audit determined 45% of the individuals served by the service providers are not regional center consumers. NLACRC determined that the service provider met the requirements for a U&amp;C rate since at least 30% of the individuals served by the service provider are not regional center consumers.</td>
</tr>
</tbody>
</table>

The North Los Angeles County Regional Center’s ("NLACRC") Administrative Affairs Committee reviewed and discussed the above First Amendment to the Nonresidential Negotiated PL1025-062 (1st amendment)
Rate Agreement ("Amendment") and is recommending an action of NLACRC’s Executive Committee on behalf of the Board of Trustees to Approve the Amendment.

Manuel Alfaro, Board Treasurer

November 26, 2019

Date
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Executive Committee on behalf of the Board of Trustees reviewed and discussed the First Amendment to the Nonresidential Negotiated Rate Agreement ("Amendment", or "Agreement") for Maxim Healthcare Services, Inc. and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Amendment between NLACRC and Maxim Healthcare Services, Inc. was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on November 26, 2019.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Amendment on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions, as such Officer may approve. The final terms of the Amendment shall be conclusively evidenced by the execution of the Amendment by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director-Chief Financial Officer, Chief of Program Services, or Chief Organizational Development Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

______________________________
Lillian Martinez, Board Secretary

November 26, 2019

Date
# Contract Summary and Board Resolution

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<td>1.</td>
<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>New–Nonresidential Negotiated Rate Agreement Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>Comfort Residential Home LLC &lt;br&gt;Vendor Number: PL1831, Service Code 109</td>
</tr>
<tr>
<td>3.</td>
<td>The Purpose of the Contract</td>
<td>The contractor will provide Supplemental Residential Services Program Support services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide, or obtain, time limited supplemental staffing in excess of the amount required by regulation. Supplemental Residential Program Support is designed to implement an objective in the consumer’s IPP and allows the consumer to remain in their current residential environment. Supplemental Residential Program Support services include, but are not limited to: assistance and training in skills for activities of daily living and in socially appropriate skills to replace (and serve the same function/purpose as) a challenging behavior.</td>
</tr>
<tr>
<td>5.</td>
<td>The Total Amount of the Contract</td>
<td>Projected annual value of the contract is $85,438.08 based on the provider’s cost statement and an estimation of 6 hours per day of supplemental program support per consumer. &lt;br&gt;[Note: Comfort Residential Home LLC (HL0845-915) has a vendored capacity of 4.] &lt;br&gt;The projected total value of the contract over the 5 year term is $427,190.40.</td>
</tr>
<tr>
<td>6.</td>
<td>The Total Proposed Number of Consumers Served</td>
<td>Projected up to 3 per month. &lt;br&gt;Note: HL0845 has a vendored capacity of 4. If three consumers have 1:1 supplemental support through the 109 vendorization, the facility staffing requirements will provide services for the 4th consumer.</td>
</tr>
<tr>
<td></td>
<td>The Rate of Payment or Payment Amount</td>
<td>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.</td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>8.</td>
<td>Method or Process Utilized to Award the Contract.</td>
<td>Based on vendorization requirements under statute and regulation for Supplemental Residential Services Program Support services.</td>
</tr>
<tr>
<td>9.</td>
<td>Method or Process Utilized to Establish the Rate or the Payment Amount</td>
<td>Negotiated hourly rate of $13.04 is based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The vendors stated cost of $13.04 per hour is lower than both the Statewide Median rate and the NLACRC Median rate, effective July 1, 2016, of $13.08 per hour.</td>
</tr>
<tr>
<td>10.</td>
<td>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</td>
<td>None</td>
</tr>
</tbody>
</table>

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

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Manuel Alfaro, Board Treasurer

November 26, 2019

Date
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement ("Contract", or "Agreement") for Comfort Residential Home LLC and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and Comfort Residential Home LLC was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on November 26, 2019.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

______________________________  ______________________________
Lillian Martinez, Board Secretary  Date

November 26, 2019
# Contract Summary and Board Resolution

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<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>1st Amendment to the Nonresidential Negotiated Rate Agreement Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>United Cerebral Palsy of Los Angeles &amp; Ventura Vendor Number: PL1731, Service Code: 055 Originally vended effective 10/01/2018</td>
</tr>
<tr>
<td>3.</td>
<td>The Purpose of the Contract</td>
<td>The service provider will provide Community Integration Training Program services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide community integration training that includes, but is not limited to, assistance with acquisition, retention, or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the consumer resides. Services shall normally be furnished 4 or more hours per day on a regularly scheduled basis, for one or more days per week unless provided as an adjunct to other day activities included in the consumer’s IPP. The purpose of the First Amendment is to replace the Original Program Design with a Revised Program Design in order to restructure the program, effective December 1, 2019. The previous two tracks, “AM” and “PM”, will be removed. This will allow for program use, growth and development on a consumer-specific basis without requiring track-dependent separate authorization. There is no change in contract term, or fiscal impact.</td>
</tr>
<tr>
<td>4.</td>
<td>The Contract Term</td>
<td>Five (5) year contract effective October 01, 2018 – September 30, 2023</td>
</tr>
<tr>
<td>5.</td>
<td>The Total Amount of the Contract</td>
<td>Projected annual value of the contract is $2,498,708.52, and the projected total value of the contract over the 5 year term is $12,493,542.60, based on the cost statement.</td>
</tr>
<tr>
<td>6.</td>
<td>The Total Proposed Number of Consumers Served</td>
<td>Projected to serve 60 consumers per month.</td>
</tr>
<tr>
<td>7.</td>
<td>The Rate of Payment or Payment Amount</td>
<td>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>8.</td>
<td>Method or Process Utilized to Award the Contract</td>
<td>Based on vendorization requirements under statute and regulation for Community Integration Training Program services.</td>
</tr>
<tr>
<td>9.</td>
<td>Method or Process Utilized to Establish the Rate or the Payment Amount</td>
<td>Negotiated monthly rate of $3,802.77 (1:1 staffing ratio), $2,060.10 (1:2 staffing ratio), and $1,803.06 (1:3 staffing ratio) are based on a cost statement. The rates negotiated comply with WIC, Section 4691.9 (b) which states that &quot;no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center's median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.&quot; The vendors stated cost is the same as the NLACRC Median rate, effective July 1, 2016, for 1:1 services of $3,802.77 per month, and there is no Statewide Median Rate. The vendors stated cost is the same as the NLACRC Median rate, effective July 1, 2016, for 1:2 services of $2,060.10 per month ($98.10 per day x 21 days), which is lower than the Statewide Median Rate of $2,924.67 per month ($139.27 per day x 21 days). The vendors stated cost is the same as the Statewide Median rate, effective July 1, 2016, for 1:3 services of $1,803.06 per month ($85.86 per day x 21 days), which is lower than the NLACRC Median Rate of $2,100.21 per month ($100.01 per day x 21 days).</td>
</tr>
<tr>
<td>10.</td>
<td>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</td>
<td>None</td>
</tr>
</tbody>
</table>

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

Manuel Alfaro, Board Treasurer

November 26, 2019

Date

PL1731-055 (1st amendment)
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Executive Committee on behalf of the Board of Trustees reviewed and discussed the First Amendment to the Nonresidential Negotiated Rate Agreement ("Amendment", or "Agreement") for United Cerebral Palsy of Los Angeles & Ventura and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Amendment between NLACRC and United Cerebral Palsy of Los Angeles & Ventura was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 26, 2019**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Amendment on behalf of NLACRC, in such form as NLACRC’s counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Amendment shall be conclusively evidenced by the execution of the Amendment by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

**Certification by Secretary**: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

__________________________________________  ___________________________
Lillian Martinez, Board Secretary                      Date

November 26, 2019

PL1731-055 (1st amendment)
### Contract Summary and Board Resolution

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<td><strong>Contract Overview:</strong> (New or Amendment) (POS or OPS)</td>
<td>New—Nonresidential Negotiated Rate Agreement Purchase of Services (POS)</td>
</tr>
<tr>
<td>2.</td>
<td><strong>The Name of Vendor or Service Provider</strong></td>
<td>United Cerebral Palsy of Los Angeles &amp; Ventura</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vendor Number: PL0566, Service Code 109</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Originally vended: 11/01/2002</td>
</tr>
</tbody>
</table>

3. **The Purpose of the Contract**

The contractor provides the following services under this Agreement:

1. Supplemental Residential Services Program Support services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide, or obtain, time limited supplemental staffing in excess of the amount required by regulation. Supplemental Residential Program Support is designed to implement an objective in the consumer’s IPP and allows the consumer to remain in their current residential environment. Supplemental Residential Program Support services include, but are not limited to: assistance and training in skills for activities of daily living and in socially appropriate skills to replace (and serve the same function/purpose as) a challenging behavior.

2. Supplemental Nursing Services for up to 38 consumers residing at one of seven (7) 6-bed ICF/DD-N facilities

3. Supplemental overnight Nursing services for up to 4 consumers at one (1) 15-bed ICF/DD-N facility

4. Supplemental Residential Support services in lieu of day program for three (3) specifically identified consumers.

Under this Agreement, all of the above services and individual payment agreements are being consolidated under one Agreement.
<table>
<thead>
<tr>
<th></th>
<th>The Contract Term</th>
<th>54-month contract term. From July 1, 2016 through December 31, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>The Total Amount of the Contract</td>
<td>In total, over the 54-month term of the Agreement, the projected fiscal impact is $4,256,332, as follows:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FY2016-2017: $748,117</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FY2017-2018: $652,882</td>
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<tr>
<td></td>
<td></td>
<td>FY2018-2019: $935,593</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FY2019-2020: $1,279,827</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FY2020-2021: $639,914 (6 months)</td>
</tr>
<tr>
<td>6</td>
<td>The Total Proposed Number of Consumers Served</td>
<td>Estimated to serve forty-nine (49) consumers per month.</td>
</tr>
<tr>
<td>7</td>
<td>The Rate of Payment or Payment Amount</td>
<td>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>This Agreement includes the following rate changes:</td>
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<tr>
<td></td>
<td></td>
<td>1. An increase in the Schedule of Maximum Allowances (SMA) rate for supplemental nursing services under the DDN subcode effective July 1, 2018</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2. A decrease in the rate for supplemental nursing services under the DDN subcode effective July 1, 2016 through June 30, 2018 because the ABX2-1 increase was incorrectly applied to a SMA rate rather than a negotiated rate.</td>
</tr>
<tr>
<td>8</td>
<td>Method or Process Utilized to Award the Contract.</td>
<td>Based on vendorization requirements under statute and regulation for Supplemental Residential Services Program Support services.</td>
</tr>
</tbody>
</table>
Method or Process Utilized to Establish the Rate or the Payment Amount

| Negotiated rate of $13.08 per hour for 1:1 Residential Supplemental Support services |
| SMA rate of $83.83 per day ($44.12 per hour x 1.9 hours/day) for supplemental nursing services provided at seven 6-bed ICF/DD-N facilities (up to a maximum of 38 consumers) |
| Negotiated rate of 57.54 per day for supplemental overnight nursing services provided at a 15-bed ICF/DD-N facility (up to a maximum of 4 consumers) |
| Negotiated rate of $19.49 per hour for specific consumers in need of Residential Supplemental Support Services in lieu of a day program |

10. Exceptional Conditions or Terms: Yes/No If Yes, provide explanation

NLACRC will be working with UCP to identify and pay for services during closed contract years for supplemental nursing services retroactive to March 2005

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

Manuel Alfaro, Board Treasurer

November 26, 2019
Date
Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s ("NLACRC") Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement ("Contract", or "Agreement") for United Cerebral Palsy of Los Angeles & Ventura and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and United Cerebral Palsy of Los Angeles & Ventura was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on November 26, 2019.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Deputy Director, or Chief Organizational Development Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary  

November 26, 2019  
Date
## Contract Summary and Board Resolution

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Contract Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Contract Overview: (New or Amendment) (POS or OPS)</td>
<td>New Agreement for Communications Network Services (Operations)</td>
</tr>
<tr>
<td>2.</td>
<td>The Name of Vendor or Service Provider</td>
<td>TPX Communications</td>
</tr>
<tr>
<td>3.</td>
<td>The Purpose of the Contract</td>
<td>Agreement for Primary and Backup lines</td>
</tr>
</tbody>
</table>

Rationale: TPX Communications is a provider of unified communications, managed IT services, connectivity (telecommunication, internet connectivity), Cloud and business continuity services. TPX has provided robust communications network services for NLACRC’s voice and data needs since 2016. The services allowed us to route our network between offices, provide truck lines and phone connectivity using Direct Inward Dial (DID) numbers. Our employees can dial an extension to reach each other in any of the three offices. TPX has provided the services with minimal outages and responsive customer support. The agreement with TPX for the SFV and SCV offices have recently expired and are presently on a month-to-month basis. The TPX contract for the AV office is current and will be extended until the relocation to the new office occurs upon which time the new services will be installed.

This new agreement with TPX will allow NLACRC to take advantage of TPX’s new technology and software using commercially available Internet access (also known as SD-WAN). The benefits of using SD-WAN are as follows:

- Routing will be controlled by NLACRC rather than the vendor.
- The software dynamically determines the best route. This is serious benefit when disasters occur or there is a problem with the network.
- Visibility, scalability, performance, and control will be enhanced.
- Higher level of security as end-to-end encryption across the entire network occurs, including the Internet.
- Greater performance.
- SD-WAN supports our mobility direction.
<p>| | |</p>
<table>
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<tbody>
<tr>
<td>4.</td>
<td>The Contract Term</td>
</tr>
<tr>
<td></td>
<td>November 30, 2019 – November 30, 2022 (3 year term)</td>
</tr>
<tr>
<td>5.</td>
<td>The Total Amount of the Contract</td>
</tr>
<tr>
<td></td>
<td>Total Contract Amount: $337,248.00</td>
</tr>
<tr>
<td>6.</td>
<td>The Rate of Payment or Payment Amount</td>
</tr>
<tr>
<td></td>
<td>$9,368.00 per month:</td>
</tr>
<tr>
<td></td>
<td>- SFV - $3,762</td>
</tr>
<tr>
<td></td>
<td>- SCV - $2,645</td>
</tr>
<tr>
<td></td>
<td>- AV - $2,961</td>
</tr>
<tr>
<td>7.</td>
<td>Method or Process Utilized to Award the Contract.</td>
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<tr>
<td></td>
<td>The IT Director conducted a cost benefit analysis comparing whether NLACRC should enter into a contract with a new vendor; or renew the agreement with TPX. It was determined that renewing the agreement with TPX would not cause a disruption to our business and would accommodate a gradual move from the present services to Cloud based services with Mitel Solutions.</td>
</tr>
<tr>
<td>8.</td>
<td>Method or Process Utilized to Establish the Rate or the Payment Amount</td>
</tr>
<tr>
<td></td>
<td>Usual and Customary Rate. Rebates were negotiated (see below).</td>
</tr>
<tr>
<td>9.</td>
<td>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</td>
</tr>
<tr>
<td></td>
<td><strong>Rebate/FlexCheck Program:</strong></td>
</tr>
<tr>
<td></td>
<td>- <strong>$1200.00</strong> rebate for the SFV office; 25% credit will be applied to the first four (4) invoices.</td>
</tr>
<tr>
<td></td>
<td>- <strong>$1200.00</strong> rebate for the SCV office; 25% credit will be applied to the first four (4) invoices.</td>
</tr>
<tr>
<td></td>
<td>- <strong>$630.00</strong> rebate for the AV office; 25% credit will be applied to the first four (4) invoices.</td>
</tr>
</tbody>
</table>

The North Los Angeles County Regional Center’s (“NLACRC”) Administrative Affairs Committee reviewed and discussed the above Agreement (“Agreement”) and is recommending an action of the Executive Committee to take an action on behalf of Board of Trustees to **Approve** the Agreement.

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Manuel Alfaro, Board Treasurer

November 26, 2019
Contract Summary and Board Resolution

The NLACRC Executive Committee on behalf of Board of Trustees reviewed and discussed the Agreement for Cloud Telephone Services ("Agreement") for Mitel Cloud Services and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, on November 26, 2019, the Agreement for Cloud Telephone Services ("Agreement") between NLACRC and **TPX Communications** was reviewed and discussed by NLACRC's Executive Committee on behalf of the Board of Trustees. The NLACRC Executive Committee on behalf of the Board of Trustees hereby approves the Agreement and authorizes any Officer to execute and deliver the Agreement on behalf of NLACRC, in such form as NLACRC's legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Agreement shall be conclusively evidenced by the execution of the execution of the Agreement by such Officer. For purposes of this authorization, an "Officer" means NLACRC's Executive Director, Deputy Director-Chief Financial Officer, Chief of Program Services, or Chief Organizational Developmental Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

November 26, 2019
Government & Community Relations Committee
Present: Adam Breall, Marianne Davis, Jeremy Sunderland, and Curtis Wang – Committee Members  
Raquel Armendariz and Michelle Heid – Legislative Educators  
Sara Iwahashi, Liliana Windover, Michele Matra, and Jesse Weller – Staff Members

Absent: Sharoll Jackson, Caroline Mitchell, Evan Ingber

I. Call to Order & Introductions

The meeting was called to order at 7:00 p.m. and introductions were made.

II. Public Input

Adam Breall announced that he is no longer receiving SSI and he is living totally independent on his salary as a receptionist. Adam is very grateful to the regional center for helping him to make it this far.

III. Consent Items

A. Approval of Agenda

Item IV. F. was added to the agenda

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

B. Approval of Minutes from the October 16th Meeting

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

The minutes were approved as presented.

IV. Committee Business

A. Legislative Educators Report (Raquel Armendariz and Michelle Heid)

Raquel and Michelle provided copies of their written report, which included the following updates:
1. **25th Congressional District Special Election:** Representative Kathie Hill of the 25th Congressional District announced her resignation. We are waiting for the Governor to announce when a special election will take place. Several candidates are considering a bid for the seat. Among these candidates are: State Assemblywoman Christy Smith, George Papadopoulos, and former congressman Steve Knight.

2. **Legislative Update:** The legislature is currently in recess, therefore it has been a great time to meet with our local legislators. They will reconvene on January 6th.

3. **Bills:** Information about bills were provided. Nothing has changed.

4. **Rate Study and Associated Rate Models:** There has been no information released regarding the rate study or rate models from DDS since March 2019.

5. **Town Hall:** We are planning to hold a town hall meeting on February 27th. We are still looking for a venue near the 14 freeway in Santa Clarita.

6. **Community Events:** A CSUN Resource Fair was held on October 20th and information was shared regarding the importance of voting.

7. **Local Grass Roots Visits:** Teams have been created and meetings are still being scheduled with Senator Stern, Senator Wilk, Senator Portantino, and Assembly Member Nazarian. Two visits were held yesterday and one was held today.

**B. VICA & VIA Events (Sara Iwahashi)**

Sara provided the committee with a list of upcoming events being held by the Valley Industry & Commerce Association (VICA) and the Valley Industry Association (VIA)

1. There will be an Extraordinary Women Leadership event hosted by VICA at 11:30 a.m. on Tuesday, November 19th. Two board members will be attending.

2. VICA has scheduled a Healthcare Committee meeting at noon on Thursday, December 12th. Dr. Carlo DeAntonio will be attending this
committee on behalf of the center.

3. VICA will have their Annual Meeting at 11:30 a.m. on December 11th. Three board members will be in attendance.

C. Census Update (Sara Iwahashi)

Sara has been attending meetings held in downtown Los Angeles. She also provided the committee with a handout from Pathways to Advocacy which provides resources and a timeline of activities leading up to the April 2020 census.

D. Facebook Analytics/English & Spanish (Sara Iwahashi)

The monthly analytics reports were provided and reviewed with the committee. This month, the center used its Facebook page to provide information to the community about the center’s closures due to the fires, public safety power shutoffs due to weather conditions, and other emergencies. This committee will focus on increasing our Spanish audience engagement. The committee requested the banner picture on the Spanish Facebook page be updated. The center’s goal is to add Twitter and You Tube to our website.

E. Social Media (Michele Marra)

The center is working with Intellectual Property Practice to help us with our social media parameters and a conference call has been scheduled. Jeremy Sunderland would like to participate in the conference call. Michele will get back to him. Michele is very excited about our next evolution for the center’s social media. It will be an amazing tool to expand recruitment for board members.

V. Board Meeting Agenda Items

The following items were identified for the committee’s section of the January 15th board meeting agenda:

A. Minutes of the November 13th Meeting
B. Legislative Educators’ Report

VI. Announcements / Information / Public Input

A. Next Meeting: Wednesday, January 22nd, at 7:00 p.m.
VII. Adjournment

The meeting was adjourned at 8:08 p.m.

Submitted by:

Liliana Windover
Executive Administrative Assistant

[gcmin.nov13.2019]
Legislative Update VAC 11/2019

25th Congressional District Special Election
Representative Katie Hill of the 25th Congressional District (Santa Clarita and Antelope Valleys) announced her resignation on October 27th amid allegations of improper conduct. Her last day in Congress was Friday, November 1st. The district is likely to hold a special election for the vacant seat, but Governor Newsom cannot call for a special election until after the vacancy takes effect.

Since Hill's resignation, several candidates are considering a bid for the seat and several had entered the 2020 race previously. A special election has yet to be confirmed, but is likely to be announced by Governor Newsom soon and may be held along with the Presidential Primary Election on March 3rd. Republican candidates include Mark Cripe, Mike Garcia, Angela Underwood Jacobs, George Papadopoulos, and Steve Knight is considering a run. Democratic candidates include State Assemblywoman Christy Smith and David Rudnick. There could be more candidates enter the race in the days to come.

NLACRC Grass Roots Visits 2019/2020
Teams have been created for upcoming visits to our local legislators (Federal, State, County, and LA City) and providers are encouraged to participate. A team visited LA City Councilmember John Lee and visits are scheduled with Assemblymember Lackey, Assemblymember Bloom, Senator Hertzberg, Assemblywoman Christy Smith, Assemblymember Gabriel, and Assemblywoman Rivas. Meetings are still being scheduled with Senator Stern, Senator Wilk, Senator Portantino, and Assemblymember Nazarian.

Once meetings have been set teams will receive an email with the time and date of the meeting. Please respond if you are available to participate or not as this allows the coordination of people who are able to attend. Please contact Michelle Heid at mheid@abpathways.com or (661) 803-3586 if you are interested in participating.

Rate Study and Associated Rate Models
There has been no information released about the rate study or rate models from DDS since they were released in March 2019. Trailer bill required the publication of the comments from the community that were submitted to DDS in April 2019 and this was to be done on October 1st, 2019 and there has been no further information.

Developmental Services (DS) Task Force
DDS and California Health and Human Services Agency stated that final decisions for the DS Task Force and workgroups (System & Fiscal Reform, Service Access and Equity, Safety Net, Community Resources, and Oversight, Accountability, & Transparency) would be announced by the 2nd week of November along with meetings scheduled for December. www.dds.ca.gov/DSTaskForce/
DDS Safety Net Stakeholder Roundtable Discussions

Since you applied for the Developmental Services Task Force Safety Net Workgroup, we wanted to make sure you were aware of the following Roundtable Discussions. You are welcome to join us at one of the sessions (please RSVP), or participate by filling out the online survey at https://www.surveymonkey.com/r/DDS-SafetyNetStakeholderInput, through November 15, 2019. Please excuse the duplication if you've already received this information. Monday, November 18th 10:00am-1:00pm at San Gabriel Pomona Regional Center 75 Rancho Camino Drive Pomona, CA 91766

Legislative Calendar
The legislature is currently at recess and will reconvene January 6th. The Governor had until October 13th to sign or veto bills
January 6th, 2020 – Legislature reconvenes
March 3rd, 2020 – Presidential Primary Election

Bills
Bills that have been chaptered in 2019 (signed into law by the Governor):
AB 1004 (McCarty) Developmental Screening Services
SB 389 (Hertzberg) Mental Health Services Act (MHSA) and criminal
SB 398 (Durazo) Protection and advocacy agency
AB 1351 (Lackey) Paratransit eligibility criteria
AB 169 (Lackey) Guide, signal and service dogs
AB 1560 (Friedman) Major Transit Stop: Bus Rapid Transit.
There are some additional bills that have become 2-year bills and may continue to move through the process in 2020. For a complete listing of bills see:
www.arcanet.org/legislation/bill-file/

Voting Solutions for All People (VASP)
In 2020 Los Angeles County will launch a new improved voting system that is designed to make voting more accessible and convenient. Changes to the voting system will include an 11-day voting window, voting available at any vote center, and new voting machines.
www.lavote.net

Split Roll - splits the property tax roll by residential and business properties
A ballot initiative to amend Prop 13 to require commercial and industrial properties, except those zoned as commercial agriculture, to be taxed based on their market value. It is unclear this ballot initiative will have on disability service providers. There have been changes to this proposal and it is unclear at this time what initiative will be on the ballot in 2020.

North San Fernando Valley BRT Project
Metro conducted an Alternatives Analysis to study a range of alternatives for a Bus Rapid Transit project in the North San Fernando Valley. Public comment regarding how the proposed expansion would affect public transportation users, and residents from the community was heard at their October 24th Board Meeting. Local legislators, residents, business owners of the North SPV, CSUN students (including clients of NLACRC) and faculty provided public comment, most of them in favor. All 10 of the Board members in attendance, including L.A.

Engaging and Empowering the Disability Community

Aging and Disability Transportation Forum
LA Metro, Access Services and the Aging and Disability Transportation Network invite you to join Metro Board Chair James T. Butts, Supervisor Sheila Kuehl for Metro’s First Aging and Disability Transportation Forum. Thursday, November 14th, 2019, 9:00am-2:00pm at Union Station Ticket Concourse 800 North Alameda Street, Los Angeles, CA 90012

Metro is taking a leading role in expanding accessibility in our public transit system, and delivering more mobility options with safe and equitable service to the residents of Los Angeles County. Speakers at the Forum will highlight Metro’s recent accomplishments and lay out the vision and priorities for accessible transportation in the coming years.

The 2019 Aging and Disability Transportation Report summarizes demographic trends, and provides an overview of Metro’s and Access Service’ current programs, services, pilot projects and studies that are underway to enhance Los Angeles County transportation options for older adults and people with disabilities. You can find the full report at the address below. Forum participants will have an opportunity to comment and share ideas on the report during interactive feedback sessions. http://media.metro.net/docs/2019_aging_and_disability_transportation_report.pdf

Supervisor Kathryn Barger Elected Chair of the North County Transportation Coalition
On October 24, Supervisor Barger announced that she’d been elected to chair the North County Transportation Coalition*. She also shared information about projects including:
• Additional southbound truck lanes through the Newhall Pass and new HOV/Carpool lanes for the I-5 through Santa Clarita Valley to Castaic
• Upgrades to the Metrolink Antelope Valley Line that will yield new weekend late-night service, hourly service throughout the day, and new express trains

From her social media page"
"I'm excited to share that I was elected to chair the North County Transportation Coalition! Whether you're traveling by car, train, or bus, my goal is to increase mobility, efficiency, and safety for residents."

*The NCTC Mission is to improve the movement of people and goods in the North Los Angeles County region thru the development of policies and strategies that directly lead to the implementation of transportation projects and programs that address critical transportation issues, promote economic development and maximize transportation funding opportunities for member jurisdictions. https://northcountytransportationcoalition.org

Engaging and Empowering the Disability Community
UPCOMING EVENTS
Community events are open to all community members and are not hosted by NLACRC. Please check the links provided for further information and RSVP if you plan to attend. VICA and VIA events are typically open to members and/or there is a cost to attend the events. VICA and VIA both have committees related to disability services. For more information go to www.vica.com or via.org.

39th Annual Government Day hosted by Assemblymember Adrin Nazarian
Saturday, November 9th, 2019 10am-1:00pm
Panorama Mall – 8401 Van Nuys Blvd, Panorama City, CA 91402
Please join me inside the Panorama Mall for the 39th Annual Government Day!
This is a unique opportunity for you to meet face to face with representatives from more than 30 federal, state, county and city agencies. RSVP Online at https://a46.asmdc.org/event

VICA Afterdark: Come meet Councilmember John Lee
Tuesday, November 12th 5:30-7:30pm.
20340 West Aberdeen Lane, Porter Ranch
Come meet City council district 12 councilmember John Lee, inducted this August 2019. Hosted by VICA Afterdark.

State Council on Developmental Meeting (SCDD)
Thursday, November 14th 10:00am-4:00pm in Sacramento
SCDD is established by state and federal law as an independent state agency to ensure that people with developmental disabilities and their families receive the services and supports they need. The Governor appoints the Council's 31 members. Some are appointed because they are self or family advocates, some by virtue of their position in state government, and some as representatives of other organizations involved in the developmental disability services system. Under federal law, self-advocate and family advocate representatives must comprise at least 60 percent of the Council membership.
SCDD meets every other month of the year beginning in January.
https://scdd.ca.gov

Metro Aging and Disability Transportation Forum with Supervisor Shelia Kuehl
Thursday, November 14, 2019, 9:00am-2:00pm
Union Station Ticket Concourse
800 North Alameda Street, Los Angeles CA 90012
LA Metro, Access Services and the Aging and Disability Transportation Network invite you to join Metro Board Chair James T. Butts, Supervisor Sheila Kuehl and Chief Executive Officer Phillip A. Washington for Metro's First Aging and Disability Transportation Forum. Continental breakfast and registration is from 9:00-10:00am, Program 10:00am-2:00pm

Free Small Business Forum hosted by Senator Scott Wilk
Thursday, November 14, 2019, 10:00am-12:00pm
The Centre (Sycamore Room) 20880 Centre Point Parkway, 91350
Topics to be covered include, tips for keeping your business ADA compliant, changes to California's employment laws, what you need to know about Prop 65, and lawsuit abuse. I hope you can join us for this (sure to be interesting) event. To RSVP visit https://tinyurl.com/v3bxr9lu
https://www.facebook.com/events/414275339233759/

7th Annual Community Open House & Canned Food Drive hosted by Assemblymember Bloom
Tuesday, November 19, 2019 5:00–7:00pm
District Office of Assemblymember Bloom – 2800 28th Street, Suite 105 Santa Monica, CA 90405.
(Our parking lot is free of charge after 5:00pm - $3.00 flat-rate before 5:00pm) Please join us for our 7th Annual Community Open House & Canned Food Drive for casual conversation about the work I'm doing in Sacramento and share your thoughts on the issues important to you affecting our communities.
We look forward to seeing you! https://a50.asmdc.org/event/upcoming-event
RSVP: https://lcmspubcontact.lc.ca.gov/PublicLCMS/ADInfo/einvites/AD50/2201_7th_Annual_Community_Open_House_Canned_Food_Drive.html

Financial Literacy Workshop – Long Term Care Options & Solutions hosted by Senator Scott Wilk
Tuesday, November 19, 2019, 5:30-7:00pm
This is the final segment in our series of financial literacy workshops. New York Life has partnered with us to offer its expertise and advise on financial challenges we all face. Please join us for this workshop on long term care. The event is FREE and open to the public but please register at the link below as space is limited.
https://www.facebook.com/events/2408019479416405/

Women in Business Legislative Update and Awards Luncheon hosted by Senator Anthony Portantino
December 4, 2019
The Castaway 1250 Harvard Road, Burbank CA 91501
https://sd25.senate.ca.gov/women-business-2019
AB 5 Worker Status: Employees and Independent Contractors

On September 18th, 2019 AB 5 'Worker status: employees and independent contractors' was signed into law by governor Newsom. AB 5 codified the Dynamex decision (California Supreme Court April 30, 2018) which adopts a more stringent ABC test for determining whether individuals are employees or independent contractors. When AB 5 goes into effect on January 1st, 2020, the law will place new limitations on the classification of an independent contractor and re-define many workers as employees. Businesses built with on-demand labor will be subject to these new worker classifications and may be heavily impacted. In the healthcare sector, while doctors and dentists are exempt from AB 5, medical professions such as behavioral, occupational, and speech therapists and licensed counselors, family therapists, and clinical social workers do not qualify for exemption.

Using the newly codified ABC test, classification as an independent contractor will require the hiring agency to demonstrate that:

A. That the worker is free from the control and direction of the hiring entity in connection with the performance of the work, both under the contract for the performance of the work and in fact
B. That the worker performs work that is outside the usual course of the hiring entity's business
C. That the worker is customarily engaged in an independently established trade, occupation or business of the same nature as the work performed.

To date, it is estimated $7 billion in payroll tax losses has accrued as a result of companies utilizing loopholes to avoid employee classification and the associated taxes.

The bill's author, Assemblywoman Lorena Gonzalez, a labor organizer and a Democrat from San Diego, made clear her goal was to improve wages, workplace standards and expand the right to collective bargaining at a time of growing income inequality. "With one clear test across our state labor laws, we will raise the standards for millions of workers and ensure they gain access to critical rights and benefits," said Sen. Maria Elena Durazo, who presented the bill in the Senate (quote from CalMatters.org). Organizers of AB 5 hope the bill will expand benefits for gig workers and initiate steps toward unionization for worker groups.

The largest impact will be on jobs other than large rideshare firms, however, well-known 'gig' economy companies like Uber, Lyft, and DoorDash have each contributed $30 million to fund a ballot proposal to counteract the bill. The proposal could include a guaranteed wage floor in exchange for allowing employees to remain classified as independent contractors.

Disclaimer: This document is provided for informational purposes only and should not be used as legal advice. This is meant to be an overview of complex legislation that is not intended to be used by service providers as legal advice or to make an assessment. Service providers should seek advice of their legal counsel to ensure proper implementation of any new statute or regulation.
While workers changing classification from independent contractor to employee will have access to benefits, they will be subject to employee expectations like scheduled hours and increased oversight. It is anticipated that higher costs for employers will also result in job cuts, but that changes will not occur quickly due to immediate legal challenges as several large employers plan to contend the law.

AB 5 has 7 categories of exemptions for specific industries and each exemption category has its own set of requirements. The "exemptions" are also not true carve-outs – an individual whose work meets the exemption requirements is not automatically an independent contractor. In general, however, the exemptions apply to seven categories (listed below).

**Exempt & Non-Exempt Industries:**

**Non-Exempt and subject to the ABC test**
- Ride share and delivery services
- Truck drivers, commercial janitors and housekeepers, unlicensed manicurists, land surveyors, landscape architects, geologists, campaign workers, language interpreters, strippers, rabbis
- Medical professions such as health aides, physical therapists, behavioral, occupational, and speech therapists and licensed counselors, family therapists, and clinical social workers.

**Exemptions:**
An individual whose work meets the exemptions means that the ABC test does not apply, but the hiring party must still be able to demonstrate that contractor status is appropriate under Borello and/or by other statutory provisions as specified in the bill.
- **Category 1: Specific occupations** such as insurance agents, physicians, surgeons, dentists, podiatrists, veterinarians, lawyers, architects, engineers, private investigators, accountants, securities broker-dealers, investment advisers, direct sales salespersons and commercial fishermen.
- **Category 2: Certain contracts for "professional services"** including certain contractual services related to marketing, human resources, travel agents, graphic design, grant writers, fine artists, agents practicing before the Internal Revenue Service, payment processing agents, still photographers, photojournalists, freelance writers, editors, newspaper cartoonists, estheticians, electrologists, manicurists, barbers and cosmetologists.
- **Category 3: Certain real estate licensees and repossession agencies.** Applies to certain real estate licensees and repossession agencies licensed pursuant to the California Business and Professions Code.
- **Category 4: Certain business-to-business contracting relationships.** The exemption for this category will apply if the contracting business demonstrates that an additional 12 conditions are satisfied.
- **Category 5: Certain relationships between contractors and individuals working under a subcontract in the construction industry.
- **Category 6: Certain relationships between referral agencies and service providers.**
- **Category 7: Certain relationships related to motor club services.**
Resources

AB 5: Worker status: employees and independent contractors
leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201920200AB5

Who’s In, Who’s Out of AB 5? September 11, 2019

New California Law Codifies – and Expands – Strict ABC Test for Independent Contractor Status

California's controversial labor bill has passed the Senate. September 11, 2019

Some Sectors Warn that AB5 Could Hurt Workers, Raise Prices. September 5, 2019
Nominating Committee
North Los Angeles County Regional Center  
Nominating Committee Meeting Minutes  
November 7, 2019

Present: Angelina Martinez, Lillian Martinez, and Curtis Wang – Committee Members  
Catherine Carpenter – VAC Representative  
Jennifer Kaiser – Staff Members  

Absent: Melissa Ferman

I. Call to Order

Curtis Wang, chair, called the meeting to order at 5:00 p.m.

II. Consent Items

A. Approval of Agenda  
B. Approval of Minutes of October 10, 2019 Meeting

The agenda and minutes were approved as presented.

III. Committee Business

A. Prepare for Interviews with Board Applicants

1. 5:30 p.m. – Nicholas Abrahms  
2. 6:00 p.m. – Ivette Arriaga  
3. 6:30 p.m. – Dena Bogrow  
4. 7:00 p.m. – Leticia Garcia  
5. 7:20 p.m. – Ana Quiles

All 5 applicants appeared and were interviewed by the committee.

IV. Board Meeting Agenda Items

The following item was identified for the Nominating Committee’s section of the November 20th board meeting:

A. Nomination of New Board Members

The following items were identified for the Nominating Committee’s section of the January 15th board meeting:
B. Minutes of the November 7th & 14th Meetings
C. Election of New Board Members

V. Announcements / Information

A. Next Meeting: Thursday, November 14th, at 5:00 p.m. (Board Applicant Interviews)

VI. Adjournment

The interviews concluded at 8:10 p.m.

Submitted by,

Jennifer Kaiser
Jennifer Kaiser
Executive Assistant

[ncmin.nov7.2019]
North Los Angeles County Regional Center

Nominating Committee Meeting Minutes
November 14, 2019

Present: Melissa Ferman, Angelina Martinez, Lillian Martinez, and Curtis Wang – Committee Members
Catherine Carpenter – VAC Representative
Jennifer Kaiser – Staff Member

Absent: All present

I. Call to Order

Curtis Wang, chair, called the meeting to order at 5:20 p.m.

II. Consent Items

A. Approval of Agenda

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

B. Approval of Minutes of October 10, 2019 Meeting

M/S/C (L. Martinez/M. Ferman) To approve the minutes as presented.

III. Committee Business

A. Resignation of Melissa Ferman on December 31st

Melissa Ferman is going to resign from her position on the board effective December 31st to further pursue her education.

B. Prepare for Interviews with Board Applicants

1. 5:30 p.m. – Gabriela Herrera
2. 6:00 p.m. – Nelmonika Jones
3. 6:30 p.m. – Claudia Picerni

The committee interviewed the 3 applicants.

C. Identify Proposed Board Nominees for November 2019

After discussions and deliberation, the committee took the following action.
Action: To recommend the nomination and subsequent election of the following board applicants to the Board of Trustees:

1. Nicholas Abrahms
2. Ivette Arriaga
3. Den Bogrow
4. Christina Cannarella
5. Leticia Garcia
6. Gabriela Herrera
7. Claudia Picerni
8. Ana Laura Quiles

D. Identify Proposed Board Nominee for May 2020

Action: To recommend the nomination and subsequent election of Nelmonika Jones at the May 2020 board meeting.

IV. Board Meeting Agenda Items

The following item will become an action item at the next board meeting on November 20th:

A. Nomination of 8 New Board Members

The following items were identified for the committee's section of the January 15th board meeting:

B. Resignation of Melissa Ferman
C. Minutes of the November 7th Meeting
D. Minutes of the November 14th Meeting
E. Minutes of the January 8th Meeting

V. Announcements / Information

A. Next Meeting: Wednesday, January 8th, at 5:30 p.m.

VI. Adjournment

Curtis adjourned the meeting at 7:40 p.m.
Submitted by,

Jennifer Kaiser
Executive Assistant

[admin.nov14.2019]
Post-Retirement Medical Trust Committee
North Los Angeles County Regional Center  
Post-Retirement Medical Trust Committee  
Meeting Minutes  
October 30, 2019

Present:  Manu Alfaro (via Zoom), Elena Burnett, Anna Hamilton, Kim Rolfes, and Ruth Janka – Committee Members  
Anne Wimmer – HighMark Capital Representative  
Tim Banach – U.S. Bank Representative  
Lillian Martinez – Board Member  
Kevin Shields – Vendor Advisory Committee Representative  
Jennifer Kaiser, Michele Marra, and Jesse Weller – Staff Members

Absent:  All present

I.  Call to Order & Introductions

Elena Burnett, chair, called the meeting to order at 5:34 p.m. and introductions were made.

II.  Public Input – There was no public input.

III.  Consent Items

A.  Approval of Revised Agenda

M/S/C (M. Alfaro/K. Rolfes) To approve the revised agenda as presented.

B.  Approval of Minutes of the July 31st Meeting

M/S/C (M. Alfaro/K. Rolfes) To approve the minutes as presented.

IV.  Committee Business

A.  HighMark Capital Report: Statement of Current Trust Value

Anne provided copies of HighMark Capital’s quarterly report on the activity of the center’s PRMT and reviewed it with them. The report began with a look at the current financial environment, including economic conditions, interest rates/inflation, and outlook. This was followed by the asset allocation summary, holdings report by asset class, selected period performance, and economic data.
charts. As of September 30, 2019, the value of the trust assets was $25,661,821, an increase of $252,549 since the last quarterly report. The increase was due to a gain in investments. The rate of return for the quarter was .88 (net of fees) and for the last 9 months was 12.40 (net of fees). The annualized rate of return since the trust’s inception (November 1, 2004) was 5.98% (gross of fees).

B. Quarterly PRMT Market Value History Report

Kim provided copies of the report which reported the trust’s market value for each quarter since its inception in September 2004 through September 30, 2019. During this period of time, the center has contributed $15,488,363 to the trust (including fees), which has gained $10,171,514 in interest for a total trust value of $25,659,877. Kim also provided the committee with a report on the dates and amounts of all the contributions the center has made since the inception of the trust.

C. 1st Quarter PRMT Fees Report

Kim provided copies of a report which showed the breakdown of the fees paid by the center to oversee the PRMT. During the first quarter of this fiscal year, the center paid $125 as a flat fee, $8,081 in ongoing fees, $21,353 in investment management fees, and $450 in a one-time fee for a total of $30,009. Attached to the report was an explanation of the trust fees and how they are calculated.

D. NLACRC CalPERS Pension Contribution Trust

As the committee knows, the California Public Employees Retirement System (CalPERS) is underfunded. As such, the center has an unfunded liability in the millions of dollars. Kim proposed that the center establish a pension trust (similar to the PRMT) to hold and invest funds contributed by the center to better secure the funding of this obligation. Kim presented copies of the proposed board resolution and trust agreement to the committee.

M/S/C (M. Alfaro/K. Rolfes) To recommend to the Board of Trustees to establish a pension trust to address the center’s CalPERS unfunded liability.

V. Board Meeting Agenda Items

The following items were identified for the committee’s section of the board meeting:
A. Board Resolution for CalPERS Pension Contribution Trust (November 20th)
B. Minutes of the October 30th Meeting (January 15th)
C. Statement on Current Trust Value (January 15th)

VI. Announcements/Information/Public Input

A. **Next Meeting:** Wednesday, January 29th, at 5:30 p.m.

VII. Adjournment

Elena adjourned the meeting at 6:09 p.m.

Submitted by,

Jennifer Kaiser
Executive Assistant

[prnt.oct30.2019]
Post Retirement Medical Trust (PRMT)
Board Report for January 15, 2020

Presented by Elena Burnett, Board President

• On October 30, 2019, the PRMT report, dated October 28, 2019, was presented by portfolio manager, Anne Wimmer, CFA, of HighMark Capital Management, a subsidiary of Union Bank, N.A.

• The market value of the assets in the Trust was $25,972,636 as of October 28, 2019.

• For the period ending October 28, 2019, the market value of the portfolio increased by $265,872 ($25,972,636 less $25,706,764) since the last report dated July 26, 2019.

• The increase in market value of $265,872 was due to gains in investments, which was offset by a deposit for the fees charged during the prior quarter.

• The average annualized rate of return (gross of fees) since inception to date is 5.98 percent.

• The rate of return (net of fees) for the past one year is 2.99 percent.
Strategic Planning Committee
North Los Angeles County Regional Center
Strategic Planning Committee Meeting Minutes
November 4, 2019

Present: Elizabeth Badger, Erica Beall, Sara Iwahashi, Ellen Jannol, Michele Marra, Angelina Martinez, Evelyn McOmie, Caroline Mitchell, Kim Rolfes, Jeremy Sunderland (via teleconference), Nick Vukotic, and Jesse Weller - Committee Members
Jennifer Kaiser – Staff Member

Absent: John Brauer, Ruth Janka, and Todd Withers

I. Call to Order & Introductions

Michele Marra called the meeting to order at 6:12 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

Item V.F. was added to the agenda.

M/S/C (A. Martinez/E. Beall) To approve the agenda as amended.

B. Approval of Minutes of August 5th Meeting

M/S/C (K. Rolfes/A. Martinez) To approve the minutes as presented.

IV. Committee Business

A. 1st Quarter Report on CIE and PIP Activities

The report, ending September 30, 2019, reflected the following information:

1. Competitive Integrated Employment (CIE)
   a. 3 consumers were approved for the program.
   b. No additional service providers approved for the program.
   c. 2 incentive payments were made.
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. 13 consumers approved for the program.
   b. No service providers were approved for the program.
   c. No incentive payments made.

   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.

B. **1st 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.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Program Closures</th>
<th>Consumers Impacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-20</td>
<td>8</td>
<td>23</td>
</tr>
<tr>
<td>2018-19</td>
<td>49</td>
<td>76</td>
</tr>
<tr>
<td>2017-18</td>
<td>34</td>
<td>176</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>91</strong></td>
<td><strong>275</strong></td>
</tr>
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</table>

C. **1st Quarter Report on New Vendorizations**

Copies of the report were provided. The center had a total of 37 new vendorizations during the first quarter of this fiscal year.

D. **Health and Safety Waiver Exemption Submissions**

For those service providers who are facing financial hardships due to inadequate rates, they can submit a health and safety waiver through the center to the Department of Developmental Services (DDS) requesting a higher rate. During the first quarter of this fiscal year, 80 health and safety waivers were submitted with the following results: 57 requests were approved; 5 were denied; 2 were withdrawn; and 16 are still pending.
Action: The report will be corrected to include headers on the spreadsheet.

E. Regional Center Alternatives for Service Delivery

From time to time, the center develops a "637" proposal (based on AB 637) for a new way to provide services. 637 proposals provide regional centers with the opportunity to provide services in innovative ways and include the ability to waive regulations, but they must be cost-effective, go through a specific process, and require approval from DDS before they can be implemented. The policies and procedures for the Strategic Planning Committee identify its purpose as: "The SPC will identify gaps in the service delivery system and recommend alternatives to close these gaps. The committee may identify service gaps in generic agencies within NLACRC’s catchment area that may require some systems advocacy, legislation or interagency coordination. As such, when the center develops future 637 proposals, they will be brought to this committee first before going to the Board of Trustees. Kim provided the committee with an informational handout on regional center alternatives for service delivery.

F. Performance Contract Update

Sara reported that DDS approved the center’s request to submit its 2020 performance contract a little late in order to have additional time to receive public input on it. Public meetings were held on September 26th and October 2nd and the attendance was higher than usual. Ellen Jannol and Nick Vukotic both attended a public meeting and felt that a lot of good feedback was given. Any and all comments made at the public meetings and public meeting outcomes are submitted to DDS along with the draft contract.

V. Board Meeting Agenda Items

The following item was identified for the committee’s section of the November board meeting agenda:

A. Approval of the Draft 2020 Performance Contract

The following remaining agenda items were identified for the committee’s section of the January board meeting:

B. Minutes of the November 4th Meeting
C. 1st Quarter Report on CIE and PIP Activities
D. 1st Quarter Report on Program Closures  
E. 1st Quarter Report on New Vendorizations  

VI. Announcements / Information / Public Input  

A. **Next Meeting**: Monday, February 3rd, at 6:00 p.m.  

VII. Adjournment  

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

Submitted by,  

Jennifer Kaiser  
Executive Assistant  

[spcmin.nov4.2019]  

翹
### CIE/PIP Report

#### Competitive Integrated Employment (CIE) Quarterly report

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<td>Consumer Authorizations</td>
<td>3</td>
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<tr>
<td>Vendors Approved</td>
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<td>13</td>
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<td>Payments Made</td>
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<td>2</td>
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CIE funds are paid to vendors after 30 days, 6 months, and 12 months of continuous employment of a consumer.

#### Paid Internship Program (PIP) Quarterly Report

<table>
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<tr>
<th>Category</th>
<th>1st</th>
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<th>3rd</th>
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<tr>
<td>Consumer Authorizations</td>
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</table>

Service providers or employers are reimbursed up to 10,400 per year of wages and benefits for each consumer placed in an internship.
## Summary of Program Closures by Program

**11/4/2019**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Service Codes</th>
<th>Service Description</th>
<th>Program Closure Date</th>
<th>Number Consumers Impacted</th>
<th>Reason for Closure</th>
<th>Zip Code</th>
<th>Service Address City</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2019-2020</td>
<td>080</td>
<td>Crisis Intervention Facility/Bed P &amp; I</td>
<td>7/2/2019</td>
<td>0</td>
<td>Vendor filed for bankruptcy / Non-use</td>
<td>91505</td>
<td>Burbank</td>
</tr>
<tr>
<td>FY2019-2020</td>
<td>400</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td>FY2019-2020</td>
<td>108</td>
<td>Supplemental Residential Prgm Sprt</td>
<td>7/2/2019</td>
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<td>Vendor filed for bankruptcy / Non-use</td>
<td>91505</td>
<td>Burbank</td>
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<tr>
<td>FY2019-2020</td>
<td>113</td>
<td>Specialized ResF Ac'Y (Habilt.)</td>
<td>7/2/2019</td>
<td>0</td>
<td>Vendor filed for bankruptcy / Non-use</td>
<td>91770</td>
<td>Rosemead</td>
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<td>Northridge</td>
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<td>FY2019-2020</td>
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<td>Failure to submit required documentation</td>
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<td>Lancaster</td>
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<tr>
<td>FY2019-2020</td>
<td>743</td>
<td>Nurse's Aide or Assistant</td>
<td>8/26/2019</td>
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<td>Failure to submit required documentation</td>
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<td>FY2019-2020</td>
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<td>Res Fac Adult - SO</td>
<td>10/7/2019</td>
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<td>Per vendor request - retirement</td>
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<td>Canyon Country</td>
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<td>Supplemental Residential Prgm Sprt</td>
<td>10/7/2019</td>
<td>1</td>
<td>Per vendor request - retirement</td>
<td>91351</td>
<td>Canyon Country</td>
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<td><strong>Subtotal FY2019-2020</strong></td>
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<tr>
<td>FY2019-2019</td>
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<td>Speech Pathology</td>
<td>7/1/2019</td>
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<td>Moving out of state</td>
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<td>Valencia</td>
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<td>7/1/2019</td>
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<td>Moving out of state</td>
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<td>FY2018-2019</td>
<td>096</td>
<td>Geriatric Facility</td>
<td>7/2/2018</td>
<td>0</td>
<td>Per vendor request - no longer feasible</td>
<td>91362</td>
<td>Westlake Village</td>
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<td>FY2018-2019</td>
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<td>Geriatric Facility</td>
<td>7/5/2018</td>
<td>0</td>
<td>Per vendor request - no longer feasible</td>
<td>91301</td>
<td>Agoura Hills</td>
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<td>Geriatric Facility</td>
<td>7/5/2018</td>
<td>0</td>
<td>Per vendor request - no longer feasible</td>
<td>91362</td>
<td>Westlake Village</td>
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<tr>
<td>FY2018-2019</td>
<td>096</td>
<td>Geriatric Facility</td>
<td>7/5/2018</td>
<td>0</td>
<td>Per vendor request - no longer feasible</td>
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<td>Westlake Village</td>
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<td>Res Fac Adults-SO</td>
<td>8/2/2018</td>
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<td>Violation of CA code 17 CCR, Section 54370 (b)(1)</td>
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<td>Woodland Hills</td>
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<td>Work Activity Program</td>
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<td>Per vendoring regional center</td>
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<td>Fountain Valley</td>
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<td>Per vendor request</td>
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<td>FY2018-2019</td>
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<td>Start Up Funding for CPP/PDF Costs</td>
<td>8/31/2018</td>
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<td>Per vendor request</td>
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<td>Porter Ranch</td>
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<td>Supported Living</td>
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<td>Per vendor request</td>
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<td>Porter Ranch</td>
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<td>FY2018-2019</td>
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<td>Per vendor request</td>
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<td>9/30/2018</td>
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<td>Per vendor request</td>
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<td>Reseda</td>
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<td>10/30/2018</td>
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<td>Work Activity Program</td>
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<td>0</td>
<td>Vendor did not wish to complete contract process</td>
<td>93535</td>
<td>Lancaster</td>
</tr>
</tbody>
</table>
## Summary of Program Closures by Program

### 11/4/2019

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Service Codes</th>
<th>Service Description</th>
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<th>Reason for Closure</th>
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<th>Service Address City</th>
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**Updated: 11/4/2019**

NLACRC Program Closures with SPC Tab rev. 10.31.2019 (002).xlsx
### Summary of Program Closures by Program

**11/4/2019**

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<th>Service Codes</th>
<th>Service Description</th>
<th>Program Closure Date</th>
<th>Number Consumers Impacted</th>
<th>Reason for Closure</th>
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<th>Service Address City</th>
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**Subtotal FY2017-2018** 34  176

**Totals** 91  275

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*pdated: 11/4/2019*  

NLACRC Program Closures with SPC Tab rev. 10 31 2019 (002).xlsx
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Vendor Advisory Committee
North Los Angeles County Regional Center
Vendor Advisory Committee Meeting Minutes
November 7, 2019

Present: Orli Almog, Erica Beall, Suad Bisogno, Bob Erio, Mariela Feldman, Cynthia Fernandez, Sharoll Jackson, Dana Kalek, Don Lucas, Jenni Moran, and Sonia Ojeda - Committee Members


Absent: Catherine Carpenter, Deborah Cutter, Ken Lane, Kevin Shields, and Nick Vukotic

I. Call to Order & Introductions

Sharoll Jackson, VAC chair, called the meeting to order at 9:35 a.m. and introductions were made.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

A report on the employment committee was added as item IX.C.

M/S/C (J. Moran/O. Almog) To approve the agenda as amended.
B. Approval of Minutes from the October 3rd VAC Meeting - Attachment

M/S/C (J. Moran/M. Feldman) To approve the minutes as presented.

IV. Emergency Preparedness Trainings (Julie Eby-McKenzie, SCDD)

Julie Eby-McKenzie, from the State Council on Developmental Disabilities (SCDD) announced that the SCDD is offering free training for service providers and other groups on disaster preparedness, response and recovery (including fires, earthquakes and active shooter). The training, which has been a joint effort between the Governor’s Office of Emergency Management, Earthquake Country Alliance, Southern California Earthquake Center, Prep it Forward, and the SCDD, focuses particularly on people with disabilities and other access and functional needs. They are also in the process of developing materials for power outages and wildfires. Depending upon the size of the group, the training runs from 2 to 3 hours. Julie is fully certified as a trainer and is offering trainings days, evenings, and on Saturdays. She can come to your location to train your staff (anywhere in LA County); also the SCDD has a meeting room at their Glendale office that could accommodate up to 20 people. She prefers a group of 15 or more. Julie can be reached at julie.eby-mckenzie@scdd.gov or at (818) 543-4631.

V. Executive Director’s Report (Ruth Janka)

A. Consumer Statistics: The center is now serving over 28,000 consumers and applicants: 4,421 in Early Start, 965 in Intake, and the remaining 22,617 in the Lanterman program.

B. AB 5: Independent Contractors & Employees: AB 5 has been chaptered and is now in law. It set standards to determine whether a worker is an employee or an independent contractor. The case stems from a lawsuit filed by a pair of delivery drivers against Dynamex, after the company changed their job status from employee to independent contractor.

C. Public Charge Policy: An injunction is halting the application of the public charge policy. This policy would allow the government to deny an immigrant entry into the United States, or adjust lawful permanent resident status, if it is determined that the person is likely to become a public charge. Public charge is a term used in immigration law to refer to a person who might be dependent upon public programs as their main source of support.

D. SB 398 (Durazo): This legislation allows protection and advocacy agencies (e.g. Disability Rights California) unaccompanied access to programs, facilities, and
service provider premises, relevant records, staff, and consumers when there is reasonably suspected abuse or neglect. It also allows monitoring of facilities, programs, and provider’s compliance with respect to rights and safety. This bill was chaptered on October 7th. Copies of an announcement by Disability Rights California were provided.

E. **Final Rules Compliance Funding:** The 2019 enacted budget includes $15 million for providers to come into compliance with home and community-based services (HCBS) final rules. The Department of Developmental Services (DDS) has released provider compliance funding guidelines; concepts are due to regional centers by November 22nd and regional centers must submit completed concepts to DDS by December 13th. DDS will review and notify regional centers by February 21, 2020.

F. **Self-Assessments:** DDS is developing a provider self-assessment. Once completed, they will release a request for proposals to a third party to review the completed self-assessments.

G. **Service Provider Rate Increases:** DDS is awaiting approval from the Center for Medicare and Medicaid Services (CMS) in order to fund the rate increases; they anticipate approval by January 2020. We have everything in place to move forward with the rate increases, we are just waiting for DDS’s go ahead.

H. **Burns & Associates’ Rate Study:** Burns and Associates has completed its work on the comments, summarized responses, and revisions to some of the rate models. The materials are now in the Administration’s review process and will be released once approved.

I. **Safety Net:** DDS will be scheduling a series of community roundtable discussions on remaining needs for development of the community safety net. The expectation is that they will be structured discussions similar to those that were held a few years ago as the enhanced behavioral supports homes and community crisis homes were in the planning stages.

J. **Joint Advocacy Platform for the Southern CA Regional Center Directors and the Los Angeles Coalition of Service Providers:** Both groups met to discuss a legislative advocacy platform for this upcoming year that addresses the needs of the regional center and service providers. The focus will be increased funding to regional center operations and service provider rate increases. To this end, an invitation has been sent to Dr. Mark Ghaly, the secretary of California’s Department of Health & Human Services, to visit programs in our area over a 2-day period.
K. **Group Home Health & Safety:** The Office of the Inspector General (OIG) is collaborating with other agencies on how to improve the health and safety for consumers living in group homes. They are reviewing critical incident reports that were submitted by 4 different states. Their findings are that state agencies are not consistent with the timeliness of their actions. The OIG is working with DDS the select 5 regional centers to review. More to come.

L. **Legislative Advocacy Report** (Michelle Heid): Michele provided everyone with copies of her written report which covered the following topics:

1. 25th congressional district special election
2. NLACRC grass roots visits with local legislators
3. Rate study and associated rate models
4. Developmental services task force
5. DDS safety net stakeholder roundtable discussions
6. Bills that have been chaptered (signed into law)
7. Voting solutions for all people
8. Split roll property tax ballot initiative
9. North San Fernando Valley bus rapid transit project
10. Aging and disability transportation forum
11. Upcoming events

VI. **Chief Financial Officer/Deputy Director's Report** (Kim Rolfes)

A. **Fun Fact:** NLACRC sent 14 health and safety requests to DDS last fiscal year – and all 14 were approved!

B. **Resources for Power Shutoffs and Wildfires:** Have been posted on our website under “Latest News.”

C. **NLACRC’s Budget:** Is $538 million for this fiscal year. We won’t know whether or not we will be projecting a surplus of deficit in our purchase of service (POS) budget until we prepare our first POS expenditure projection next month.

D. **Electronic Visit Verification (EVV):** The 21st Century CURES Act, signed into law in 2016, requires that states set up an EVV system to verify that services for all Medicaid-funded personal care and home health care services occurred. Under the Act, an EVV system must verify the following service components:

1. Type of service performed
2. Individual receiving the service
3. Date of the service
4. Location of service delivery
5. Individual providing the service
6. Time the service begins and ends

The new requirements for EVV will not change where and how these services are delivered. All states must implement EVV for personal care services by January 2020 and home health care services by January 2023.

VII. Chief of Program Services’ Report (Jesse Weller)

A. **New Director:** Jesse introduced Cristina Preuss who was hired to fill his former position: consumer services director in charge of Early Start and school age consumers.

A. **Purchase of Service (POS) Disparity Projects:** The center currently has 2 disparity projects:

1. **The Family Empowerment Team in Action (FETA):** This program uses MSW students from CSUN to provide outreach to families who are not using regional center services. They are also developing micro-videos on school age, transition, and adult services in both English and Spanish. The FETA program will be coming to a close at the end of December.

2. **Parent Mentor Program:** We have 2 part-time positions (20 hours per week) for parents to help other parents navigate the regional center system. This will also include a customer care phone line. The position at the San Fernando Valley office has been filled by Victoria Girard who is currently going through the new staff orientation process; we are still recruiting for the position at the Antelope Valley office.

B. **Community Coffee Events:** We continue to hold these events at various service provider locations. Family Caring Supports and Desert Haven are the most recent hosts. The next one will be held at New Horizons on Friday.

C. **Cafecito Entre Nos Events:** These events are community coffees for Spanish-speaking families and are held every second Thursday at 11:00 a.m.; we had 25 families attend one last month – even families from outside of our catchment area attended. These events are held in the San Fernando and
Antelope Valleys and are a great way to receive information from our community and to have a dialogue. The last one was held at 11:00 a.m. on Thursday, October 10th, at our Antelope Valley office and had about 35 people in attendance. The next one will be held at 11:00 a.m. on Thursday, November 14th, at our San Fernando Valley office.

D. Self-Determination Program (SDP) Update: We currently have 156 active participants. DDS has set a deadline of December 6th requiring all participants to complete their program orientations; we still have 21 consumers outstanding. DDS will be making additional consumer selections by November 22nd to fill those positions left by consumers who withdrew from the program. The SDP Volunteer Advisory Committee continues to meet at 7:00 p.m. on the 3rd Thursday of each month at 1 of NLACRC’s 3 offices; the next one will be held Thursday, November 21st, at our Santa Clarita Valley office. Michelle Heid is the committee chair. DDS, The Autism Society of Los Angeles, and Disability Voices United are co-sponsoring a SDP conference in Culver City tomorrow; NLACRC leadership will be there.

E. CalFresh: We continue to partner with the family focus resource center, DDS and the Department of Social Services (DSS) to implement this program and the interagency agreement has been signed.

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

A. Request for Proposals: Proposals for our housing development organization (HDO) is posted on our website and project proposals are due December 4th.

B. Final Rule Compliance: DDS is once again offering $15 million to help service providers come into compliance with the home and community-based services (HCBS) final rule. Eligible service providers are invited to apply for funding by submitting their proposals to us by November 22nd. NLACRC will be offering technical assistance on Thursday, November 14th, from 1:00 to 3:00 p.m. DDS will be making their selections by February 21st.

C. Annual Program Evaluations: Are due; there are still 10 that are outstanding.

D. Independent Audits: Are due; there are still 15 that are outstanding.

E. Service Provider Trainings: NLACRC held trainings on 25 different topics last fiscal year. Our next training schedule will be coming out on February 2020.
F. **E-mail Blasts:** Please go to our website and sign up to receive e-mail blasts.

G. **Newsletter:** The newest issue of the community services newsletter is out and copies of it were made available.

**IX. Committee Business**

A. **Resignation of Loreena Garcia:** Loreena Garcia had to resign from her position on the VAC as she no longer works for a NLACRC service provider.

B. **VAC Representative to the Consumer Services & Government/Community Relations Committees:** With Loreena’s resignation, we need someone to take her place as VAC representative to these 2 committees.

**Action:** Orli Almog volunteered to represent the VAC on the Board’s Consumer Services and Government/Community Relations Committees.

C. **Report on Employment Committee (Suad Bisogno/Erica Beall):** The VAC had decided they did not want to add a 5th priority issue break out group for employment, so various vendors decided to establish their own committee to focus on customized consumer employment options. The committee met last month at Jay Nolan Community Services and about 25 people were in attendance. They discussed ways to mitigate delays for internships and they would like to bring in representatives from the Department of Rehabilitation to discuss supported employment options. The next employment committee meeting will be held at noon on Wednesday, December 11th at The Adult Skills Center (TASC). If you would like to join the committee, please provide your e-mail address to Suad.

**X. Agenda Items for the Next Board Meeting**

The following items were identified for the VAC’s section of the January 15th board meeting agenda:

A. Minutes of the November 7th VAC Meeting
B. Minutes of the January 9th VAC Meeting

**XI. Announcements/Public Input**

A. **Next Meeting:** Thursday, January 9th (full meeting)
XII. Committee Work

A. Early Start Services (Dana Kalek)
B. School Age Services (Mariela Feldman)
C. Adult Services (Jenni Moran)
D. Implementation of Legislative Changes (Sharoll Jackson)

XIII. Adjournment

Sharoll adjourned the meeting at 10:48 a.m. and the individual committee work began.

Submitted by,

Jennifer Kaiser
Executive Assistant

[vacmin.nov7.2019]
Attendance Sheets, Acronyms Listing, & Meeting Evaluation
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X = No board meeting held  
P = Present  
Ab = Absent  
* = Not a regularly scheduled meeting

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The Secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 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  
**Conf.** = Attending a regional center sponsored conference

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### ALPHABET SOUP

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<th>Abbreviation</th>
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<td>AAP</td>
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<td>California Association of Rehabilitation Facilities</td>
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<tr>
<td>CAL-TASH</td>
<td>The Association for Persons with Severe Handicaps</td>
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<tr>
<td>CARF</td>
<td>Commission on Accreditation of Rehabilitation Facilities</td>
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<tr>
<td>CASA</td>
<td>Community Advocacy Services Association</td>
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<tr>
<td>CASHPCR</td>
<td>California Association of State Hospitals-Parent Councils for the Retarded</td>
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<tr>
<td>CCF</td>
<td>Community Care Facility</td>
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<tr>
<td>CCL</td>
<td>Community Care Licensing</td>
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<tr>
<td>CCR</td>
<td>California Code of Regulations</td>
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<td>CCS</td>
<td>California Children’s Services (State and County)</td>
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<tr>
<td>CDCAN</td>
<td>California Disability Community Action Network</td>
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<tr>
<td>CDE</td>
<td>Comprehensive Diagnostic Evaluation</td>
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<tr>
<td>CDER</td>
<td>Client Development Evaluation Report</td>
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<tr>
<td>CIE</td>
<td>Competitive Integrated Employment</td>
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<tr>
<td>CMS</td>
<td>Centers for Medicare and Medicaid Services (formerly HCFA)</td>
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<tr>
<td>CMIS</td>
<td>Client Management Information System</td>
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<tr>
<td>COEC</td>
<td>Community Outreach and Education Committee (ARCA)</td>
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<tr>
<td>COLA</td>
<td>Cost of Living Adjustment</td>
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<tr>
<td>CP</td>
<td>Cerebral Palsy</td>
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<td>CPES</td>
<td>Community Provider of Enrichment Services</td>
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<tr>
<td>CPP</td>
<td>Community Placement Plan</td>
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<tr>
<td>CRDP</td>
<td>Community Resource Development Plan</td>
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<tr>
<td>CSC</td>
<td>Consumer Service Coordinator</td>
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</tbody>
</table>
CSLA  - Community Supported Living Arrangement
CVRC  - Central Valley Regional Center

DAC    - Day Activity Center
DCFS   - Department of Children and Family Services (County)
DD     - Developmental Disabilities
DD Council - State Council on Developmental Disabilities
DDS    - Department of Developmental Services (State)
DHCS   - Department of Health Care Services
DHS    - Department of Health Services (State)
DOE    - Department of Education (State and Federal)
DOF    - Department of Finance
DOH    - Department of Health
DOR/DR - Department of Rehabilitation
DPSS   - Department of Public Social Services (County)
DRC    - Disability Rights California (formerly Protection & Advocacy, Inc.)
DSM    - Diagnostic and Statistical Manual of Mental Disorders
DSP    - Direct Support Professional
DSS    - Department of Social Services (State)
DOR    - Department of Rehabilitation (State)
DRC    - Disability Rights California (formerly Protection & Advocacy)
DTT    - Discrete Trial Training

EBSH   - Enhanced Behavioral Support Home
ECF    - Exceptional Children’s Foundation
EDD    - Employment Development Department (State)
EDMS   - Electronic Document Management System
ELARC  - Eastern Los Angeles Regional Center
EPSDT  - Early and Periodic Screening, Diagnosis, and Treatment

FACT   - Foundation for Advocacy, Conservatorship, and Trust of CA
FCPP   - Family Cost Participation Program
FDC    - Fairview Developmental Center
FEMA   - Federal Emergency Management Assistance
FETA   - Family Empowerment Team in Action
FHA    - Family Home Agency
FMS    - Financial Management Service
FNRC   - Far Northern Regional Center
FSA    - Flexible Spending Account
GGRC - Golden Gate Regional Center

HCBS - Home and Community Based Services (Waiver)
HCFA - Health Care Financing Administration (now called CMMS)
HIPAA - Health Insurance Portability and Accountability Act
HOPE - Home Ownership for Personal Empowerment
HRC - Harbor Regional Center
HUD - Housing and Urban Development (Federal)

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

KRC - Kern Regional Center

LACHD - Los Angeles County Health Department
LACDMH - Los Angeles County Department of Mental Health
LACTC - Los Angeles County Transportation Commission
LADOT - Los Angeles Department of Transportation (City)
LAUSD - Los Angeles Unified School District
LCSW - Licensed Clinical Social Worker
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>LDC</td>
<td>Lanterman Developmental Center</td>
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<tr>
<td>LEA</td>
<td>Local Education Agency</td>
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<td>LICA</td>
<td>Local Interagency Coordination Area</td>
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<td>LRC</td>
<td>Lanterman Regional Center</td>
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<td>MCH</td>
<td>Maternal and Child Health</td>
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<td>MFCC</td>
<td>Marriage, Family and Child Counselor</td>
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<td>MHRC</td>
<td>Mental Health Rehabilitation Center</td>
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<td>Medicaid Management Information System</td>
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<td>MSW</td>
<td>Masters in Social Work</td>
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<td>NADD</td>
<td>National Association for the Dually Diagnosed</td>
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<td>NASDDDS</td>
<td>National Association of State Directors of Developmental Disabilities Services</td>
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<td>NBRC</td>
<td>North Bay Regional Center</td>
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<tr>
<td>NLACRC</td>
<td>North Los Angeles County Regional Center</td>
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<tr>
<td>OAH</td>
<td>Office of Administrative Hearings</td>
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<tr>
<td>OCRA</td>
<td>Office of Client Rights Advocacy</td>
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<tr>
<td>OPS</td>
<td>Operations funds (for Regional Centers)</td>
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<tr>
<td>OSEP</td>
<td>Office of Special Education Programs</td>
</tr>
<tr>
<td>OSERS</td>
<td>Office of Special Education and Rehabilitative Services</td>
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<tr>
<td>OSHA</td>
<td>Occupational Safety and Health Administration</td>
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<td>OT</td>
<td>Occupational Therapy</td>
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<tr>
<td>PAI</td>
<td>Protection and Advocacy, Inc. (now called Disability Rights CA)</td>
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<td>PDD</td>
<td>Pervasive Developmental Disorder</td>
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<td>PDC</td>
<td>Porterville Developmental Center</td>
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<td>PDF</td>
<td>Program Development Fund</td>
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<td>PEP</td>
<td>Purchase of Service Expenditure Projection (formerly SOAR)</td>
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<tr>
<td>PEpra</td>
<td>Public Employees' Pension Reform Act</td>
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<tr>
<td>PERS</td>
<td>Public Employees' Retirement System</td>
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<tr>
<td>PET</td>
<td>Psychiatric Emergency Team</td>
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<tr>
<td>PIP</td>
<td>Paid Internship Program</td>
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<tr>
<td>PL 94-142</td>
<td>Public Law 94-142 (Right to Education Bill)</td>
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<tr>
<td>PMRT</td>
<td>Psychiatric Mobile Response Team</td>
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<tr>
<td>POLST</td>
<td>Physician Orders for Life-Sustaining Treatment</td>
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<tr>
<td>POS</td>
<td>Purchase of Services funds (for Regional Centers)</td>
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<tr>
<td>PRMT</td>
<td>Post-Retirement Medical Trust</td>
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<tr>
<td>PRRS</td>
<td>Prevention Resources and Referral Services</td>
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</table>
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
SCIHLCP - 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
UAP - University Affiliated Program
UCI - Unique Client Identifier
UCP - United Cerebral Palsy
UFS - Uniform Fiscal System

VAC - Vendor Advisory Committee
VIA - Valley Industry Association (Santa Clarita Valley)
VICA - Valley Industry & Commerce Association (San Fernando Valley)
VMRC - Valley Mountain Regional Center

WAP - Work Activity Program
WIOA - Workforce Innovation and Opportunity Act
North Los Angeles County Regional Center
Board of Trustees

Meeting Evaluation

Name: __________________________________________

Comments: __________________________________________

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>1.</td>
<td>Did the meeting follow the agenda?</td>
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<tr>
<td>2.</td>
<td>Did the meeting begin as scheduled?</td>
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<tr>
<td>3.</td>
<td>Did the meeting end as scheduled?</td>
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<tr>
<td>4.</td>
<td>Did you receive written or verbal information about the issues on the agenda?</td>
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<tr>
<td>5.</td>
<td>Did the information received enable you to make informed decisions?</td>
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<tr>
<td>6.</td>
<td>Did the issues concern:</td>
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<tr>
<td></td>
<td>a. Consumers?</td>
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<tr>
<td></td>
<td>b. Board operations?</td>
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<tr>
<td></td>
<td>c. Committee business?</td>
</tr>
<tr>
<td></td>
<td>d. Center operations?</td>
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<tr>
<td></td>
<td>e. None of the above? (please specify below)</td>
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<tr>
<td>7.</td>
<td>Did you feel prepared to participate in the meeting?</td>
</tr>
<tr>
<td>8.</td>
<td>What would you like more information about?</td>
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