

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
April 24, 2013

Present: Yolanda Bosch, Craig Girard, Jenean Glover, Sharoll Jackson, and Eric Leh –
Committee Members
Diane Ambrose, Jennifer Kaiser, Michele Marra, Kim Rolfes, and George Stevens
– Staff Members

Absent: Katie Mead

I. Call to Order

Yolanda Bosch, president, called the meeting to order at 8:05 p.m.

II. Public Input -- There was no public input.

III. Consent Items

A. Approval of Agenda

Several items were added to the agenda under Section IV. Committee Business.

M/S/C (S. Jackson/C. Girard) To approve the agenda as revised.

B. Approval of Minutes from March 28th Meeting

M/S/C (C. Girard/E. Leh) To approve the minutes as presented.

IV. Committee Business

A. Draft Critical and Master Calendars for FY 2013-14

Copies of the draft calendars for next fiscal year were provided to the committee and reviewed. Several of the meeting dates needed to be changed due to conflicts with holidays and alternate dates were identified. The committee made the following additional changes:

1. The July 24th meetings will be held on July 31st.
2. On August 7th, the Nominating Committee will decide whether or not they need to meet in September and, if so, when.

3. The September 5th Vendor Advisory Committee meeting was moved to August 29th.
4. The Consumer Services and Government/Community Relations meetings will be held March 19th and the annual legislative training will be held April 23rd.
5. The April 11th Legislative Breakfast will be noted as a “tentative” date.
6. The June 4th Nominating Committee meeting will be canceled.
7. The June 5th Vendor Advisory Committee meeting will be held May 29th.
8. The June 14th Annual Board Dinner was moved to June 21st.

Action: To recommend to the Board of Trustees to approve the board’s master and critical calendars for FY 2013-14, as modified.

B. Monthly Board Expenditures Report for FY 2012-13

Copies of the monthly report were provided to the committee. The board is well within its budget at this time.

C. Committee Selection Sheets

At the next board meeting, committee selection sheets will be provided to the board members so they can indicate which committees they would like to serve on next fiscal year.

D. Finalize Agenda for the May 8th Board Meeting

The committee finalized the agenda for next month’s board meeting. A presentation will be given by Jonathan Istrin on Alternative Home Care, so no discussion topic was identified.

E. Approval of Letter to DDS re: NL:ACRC’s Budget Status

As discussed at the Administrative Affairs Committee meeting, the center is still experiencing budget issues due to inadequate funding from the Department of Developmental Services (DDS). As such, the Administrative Affairs Committee has recommended that the Executive Committee approve sending a letter to DDS, for Yolanda’s signature, letting them know our budget status and letting them know that we want to receive our advance in full, not broken down into payments.

M/S/C (S. Jackson/E. Leh) To approve sending a letter to DDS, for Yolanda's signature, with our budget status and letting them know we want to receive our advance in full, not broken down into payments.

F. Salary Adjustments

Salary adjustments for confidential employees were discussed at the Administrative Affairs Committee meeting, in executive session.

M/S/C (S. Jackson/C. Girard) To take action to approve the salary adjustments for confidential employees, as discussed, on behalf of the Board of Trustees.

G. Salary Negotiations

Initiating collective bargaining negotiations was discussed at the Administrative Affairs Committee meeting, in executive session.

M/S/C (E. Leh/J. Glover) To take action to approve initiating collective bargaining negotiations, as discussed, on behalf of the Board of Trustees.

H. Salary Ranges

Salary ranges for management positions were discussed at the Administrative Affairs Committee meeting, in executive session.

M/S/C (C. Girard/J. Glover) To take action to approve the salary ranges for management positions, as discussed, on behalf of the Board of Trustees.

I. Market Adjustments

Market adjustments for collective bargaining unit positions were discussed at the Administrative Affairs Committee meeting, in executive session.

Action: To support the market adjustment negotiations for collective bargaining unit positions, as discussed.

J. Santa Clarita Valley Lease Agreement

The lease was discussed at the Administrative Affairs Committee.

M/S/C (J. Glover/S. Jackson) To take action, on behalf of the Board of Trustees, to authorize George Stevens to execute the lease for the new Santa Clarita Valley office.

V. Center Operations

George gave the following report:

A. The Way Forward Project

The next full group meeting of the project will be held Thursday, May 9th, at 6:00 p.m. at Harbor Regional Center. Yolanda and George both plan to participate.

B. ARCA Executive Committee Meeting: May 16th (Westside Regional Center)

The next ARCA Executive Committee meeting will be held locally at Westside RC in Culver City from 10:00 a.m. to 2:00 p.m.

Action: Board members should contact George if they are interested in sitting in on the ARCA Executive Committee meeting on May 16th.

C. ARCA Bylaws Conference Call

George participated in an interesting conference call today regarding the ARCA bylaws. Currently, the bylaws state that the immediate past present does not have voting rights; a proposal was made to change this.

D. Legislative Breakfast Report

The Legislative Breakfast was held April 12th.

1. Pat Cambern, original NLACRC board member and long-time parent and advocate was honored with the Jynny Retzinger Community Service Award.
2. The restoration of the Early Start program is starting to get some traction!
3. The annual family program fee has become an open item and it may sunset, as scheduled, on June 30th.
4. George congratulated the board on their efforts to restore the Early Start program and to promote the sunset of the annual family program fee.

VI. Association of Regional Center Agencies (ARCA) Report

E. Next Meetings: June 20 & 21, 2013 (Sacramento)

George and Jeremy will attend the meetings.

VII. Announcements / Information Items

A. Complete Meeting Evaluations

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

B. Next Meeting: Wednesday, May 29th at 7:00 p.m.

VIII. Executive Session

The committee went into executive session at 8:40 p.m.

A. Review Summary of Executive Director's Evaluation

IX. Adjournment

Yolanda adjourned the meeting at 9:10 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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