

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
October 30, 2013

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

Absent: Jenean Glover,

I. Call to Order

Eric Leh, president, called the meeting to order at 7:50 p.m.

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

III. Consent Items

A. Approval of Agenda

Several items were added to the agenda.

M/S/C (Y. Bosch/S. Jackson) To approve the agenda as modified.

B. Approval of Minutes from September 24th Meeting

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

IV. Committee Business

A. Letter to the Department of Health & Human Services re: DDS Director

The draft letter was shared with the Government & Community Relations Committee and only one change was recommended (to change the word “lead” to “led” in the last sentence of the second paragraph). The Executive Committee reviewed the draft letter and made no further changes.

M/S/C (Y. Bosch/S. Jackson) To approve sending the letter to the DHHS, as modified, on behalf of the board.

B. Approval of 2014 Performance Contract

Two additions are being recommended to the 2014 performance contract:

1. A reference to the center's Zero Tolerance Policy for Consumer Abuse or Neglect that applies to all of the center's vendored service providers that provide direct services and supports.
2. Trainings that the center provides on special incidents and mandated reporters to our service providers and case management staff.

The additions were not available at the last board meeting, so approval of the performance contract was forwarded to the Executive Committee. The approved contract is due to DDS by November 1st.

M/S/C (C. Girard/Y. Bosch) To approve the center's 2014 performance contract, as modified, on behalf of the board.

C. Open House for the new Santa Clarita Office/January 8th Board Meeting

Tours of the new office space will be given prior to the board meeting, so come early!

D. Annual Report on Whistleblower Compliance Activity

Michele provided an overview of the number and status of all whistleblower complaints for FY 2012-13.

E. Finalize Agenda for the November 13th Board Meeting

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

F. Board Budget vs. Expenditures

Kim presented the committee with a report showing the board's approved budget for this fiscal year (\$79,644.00) and expenditures to date (\$14,953.26). She also showed a report showing the breakdown on what the expenditures were.

G. Approval of Van Nuys Sublease

The Administrative Affairs reviewed the sublease for additional office space at the Van Nuys building and is recommending that the Executive Committee approve the sublease on behalf of the board.

M/S/C (Y. Bosch/C. Girard) To approve the Van Nuys sublease, as presented, on behalf of the board.

H. Approval of Contract with Southland Transit

The Administrative Affairs reviewed the contract with Southland Transit and is recommending that the Executive Committee approve the contract on behalf of the board.

M/S/C (C. Girard/Y. Bosch) To approve the contract with Southland Transit, as presented, on behalf of the board.

V. Center Operations

A. Meeting with Assembly Member Nazarian's Aide

George, Eric, Steve Miller (director of Tierra del Sol), and Cynthia Kawa (director of New Horizons) recently met with Dora, an aide to Assembly Member Adrin Nazarian. They provided her with a lot of good information and a second meeting will be held, with the assembly member, in the near future.

B. Meeting with Union Representatives

George and Michele had a productive meeting with the union representatives. They were supportive of all of the actions that the center has recently taken.

C. Antelope Valley Staff

George and Michele met with all of the units at the AV office and talked with them about the center's new management plan for that office and additional trainings that will be made available for staff.

D. Implementation of Recently Passed Bills

George, Diane, Michele, and Kim met to discuss how the center is going to implement several bills that were recently passed, including SB 555 (translating information into a family's "native" language) and SB 367 (cultural/linguistic competency).

E. Draft Core Indicators Report

The draft report was recently released by DDS. This report contains the results of a survey of 400 of our consumers and how they feel about things. George, Diane, Michele, and Kim will be meeting to review it and come up with a plan on how to best use the information.

F. PathPoint Award

PathPoint held an event today and honored NLACRC with their “community partner award.” In addition, LA County Supervisor Michael Antonovich presented the center with a commendation for this award. Unfortunately, PathPoint did not notify us of the event or the award.

G. Medical Leave

George announced that he is going to have hip surgery on Monday, November 11th, and will be on medical leave for about 6 weeks.

VI. Announcements / Information Items

A. Voices for All Gala: Friday, November 15, 2013

Debra Newman asked Eric to share flyers for this event with the Executive Committee. The event will be held November 15th, at 6:30 p.m., at the Chimbole Cultural Center in Palmdale. The purpose of the event is two-fold:

1. Honors local fire fighters, law enforcement, and special needs teachers who have contributed to the community in a positive way.
2. Presents communication devices to local children and adult who are unable to speak.

Action: Copies of the flyer will be made available at the November 13th board meeting.

B. Complete Meeting Evaluations

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

C. Next Meeting: **Tuesday**, November 26th, at 7:00 p.m.

- D. ARCA Meetings: Eric reported that many of our board members attended the recent ARCA Board of Directors meeting that was held at the Embassy Suites at LAX, and he is very proud of them.

VII. Adjournment

Eric adjourned the meeting at 8:28 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

[ecmin.oct30.2013]

