

**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 via Zoom on **August 9, 2023**

Trustees Present

Ana Quiles
David Coe
Leticia Garcia
George Alvarado
Andrew Ramirez
Anna Hurst
Nicholas Abrahms
Rocio Sigala
Sharmila Brunjes
Suad Bisogno
Cathy Blin
Curtis Wang
Lillian Martinez
Brian Gatus
Alma Rodriguez
Vivian Seda
Michael Acosta

Guests Present

Lori Walker - SDLAC
Richard Dier - SDLAC
Nancy Gallardo – Interpreter
Shelly Lugo - Interpreter
Anthony Rodriguez - George's Coach
Victoria Berrey - FFRC
Jason Francisco - DDS
Hugo Ortiz
Suzanne Paggi
Vivian Seda
Elizabeth DeFrancis

Staff Present

Ruth Janka
Vini Montague
Elizabeth Alvarez
Lilliana Windover
Cristina Preuss
Malorie Lanthier
Donna Rentsch
Chris Whitlock
Robert Dhondrup
Gabriela Eshrati

Trustees Absent

Jennifer Koster

1. Call to Order & Welcome – Ana Quiles, Board President

Ana called the meeting to order at 6:30 p.m.

2. Housekeeping

A. Spanish Interpretation Available

Ana informed attendees that instructions for Spanish Interpretation are located in the chat.

B. Public Attendance

Ana asked public attendants to note their names in the chat.

C. Monthly Submission for Childcare/Attendant Care Billing

Ana informed the public and the Board that monthly submissions for billing would be sent out.

- 3. Board Member Attendance** – Elizabeth Alvarez, Executive Administrative Assistant
Elizabeth Alvarez took attendance of Board Members; a quorum was present.

4. Introductions

- A. Ana Quiles, Board President
Ana introduced herself to the new members.
- B. Ruth Janka, Executive Director
Ruth introduced herself to the new members.

5. Public Input

Input was given by the public.

6. Executive Session

M/S/C (A. Rodriguez/C. Wang) To enter Executive Session to discuss Administrative Affairs at 6:58 pm.

M/S/C (A. Rodriguez/C. Wang) To exit Executive Session at 7:49 pm.

7. Consent Items

- A. Approval of Agenda

The Committee agreed an Executive Session should be added to the Agenda as Item 6. It was also suggested to move Item 8E.4 FY 2023-2024 Board vs. Expenditures into Item 15 Executive Committee Items.

M/S/C (A. Rodriguez/C. Wang) To approve the Agenda as amended.

- B. Approval of June 14, 2023, Board Meeting Minutes

M/S/C (C. Blin/A. Ramirez) To approve the Minutes as presented.

8. Committee Action Items

- A. Approval of Draft FY23-24 Critical Calendars for Vendor Advisory Committee, Executive Committee (revised), and Board of Trustees - Ana Quiles

M/S/C (G. Alvarado/B. Gatus) To approve the changes to the Critical Calendar.

B. Consumer Services Committee – Rosie Sigala
1. Approval of Amendment to NLACRC Service Standards – Case Finding and Public Information Service Standard

M/S/C (R. Sigala/G. Alvarado) To approve the amendment to the NLACRC Service Standards.

C. Administrative Affairs Committee – Brian Gatus

1. Approval of Contracts

Brian presented seven contracts to the Board to review and approve

a. PathPoint PL2205-076 – New Vendorization

Lety expressed concern about timecards being submitted by the family and asked what provisions were in place if SLS vendors were not required to submit. Brian stated that payments were sent based on the data submitted. If an audit were required, then the timecards would be reviewed. NLACRC has too much volume to review all of them, but EVC Electric Verification Services are required to implement for home services and are graded into all service contracts.

b. Strategic Concepts LS PL2201-076 – New Vendorization

No comments or questions.

c. AAA Home Care PL2193-896 – New Vendorization

No comments or questions.

d. ABA Therapy 612 – New Vendorization, U&C Rate

Rocio stated in the past, they were told that the vendor agencies staff for all services, but now they are finding out that there isn't staff. Brian stated that they are committed to building capacity in those service areas, and they have hiring expectations to expand in order to meet consumer needs. There is a mechanism that allows NLACRC to obligate service. Check-ins are scheduled with the vendor in order to stay up to date.

Rocio asked why Antelope Valley was not included. Brian stated they may not have expanded service into that region yet.

George suggested they look for different vendors and options.

Lilian stated that they would be exempt from EVV. Vivian stated that EVV was a federal requirement for independent living skills and applications for personal

care, in-home respite, daycare, etc. Some exemptions under self-determination comply with EVV.

e. ABA Therapy 615 – New Vendorization, U&C Rate

Brian stated they are seeking to add a provision to Vendorization so that every worker must turn in a timesheet. Providers are expected to keep records for delivery of services that are signed by the family and confirmed by the family rather than just unquestioningly paying providers if they are not providing services. This is also important information for random audits that might arise. Brian suggested the information then be sent to Consumer Services or Admin Affairs to vet the process.

Ruth advised that these matters should be taken to the Vendor Advisory. It was noted that each vendor has their tracking system (EDD), but a universal system of clocking in/out and scheduling could be important in addition to the confirmation of services.

f. Cicecki, Jibid PL2192-672 – New Vendorization, U&C Rate

No comments or questions.

g. Softchoice Microsoft Licensing Agreement

M/S/C (L. Martinez/B. Gatus) to approve all seven contracts as presented in Items 8A - 8G.

M/S/C (A. Ramirez/C. Blin) to put the Softchoice Microsoft Licensing Agreement into operation.

D. Government & Community Relations Committee – Ana Quiles

There was no meeting.

E. Executive Committee – Ana Quiles

1. AB 1147 Letter of Support

M/S/C (L. Garcia/G. Alvarado) to approve the Letter of Support.

2. Proposed Primary Activities for FY23-24 – Board

M/S/C (A. Ramirez/L. Garcia) to approve the Primary Activities presented.

3. FY 2022-23 Board vs. Expenditures

M/S/C (N. Abrahms/G. Alvarado) to approve the expenditures.

4. FY23-24 Board Goals

M/S/C (L. Garcia/A. Ramirez) to approve the Executive Committee to present to the Board at their next meeting.

Action Item: The Committee will present a concise list of goals at the next Board meeting, including primary goals, public relations goals, education families' goals, and employment and retention goals.

F. Vendor Advisory Committee – Suad Bisogno

This item was deferred to the next Board meeting.

9. Executive Director's Report - Ruth Janka

Ruth presented the Executive Director's Report as presented. For a detailed report, see Attachment #4.

Legislation

NLACRC Executive Committee has voted to submit a Letter of Support for AB1147 (Addis) - Disability and Accountability of 2023. The bill is currently in the Senate Appropriations Committee and, upon amendment, has been met with significant support in the legislature.

State/Local Updates

Updates for the Incentive Program, Self-determination Program, and Regional Center Performance Measures Program were given to the Board. Ruth noted that language changes had been made to the Trailer Bill.

ARCA

The ARCA group reviewed the Financial Statement, Annual Report, Strategic Plan, and Strategic Priorities.

SCDD

The SCDD group accepted recommendations for the Cycle 46 Committee to provide grants.

Center Operations

Ruth provided an update on recruitment, retention, tuition reimbursement programs, provider community engagement, Vended Advocacy Assistance Services, Social Recreation additional awardees, ADA requirements, the Employment Support pilot program, DDS, Quality Assurance, and the inclusion, equity and diversity initiative.

Action Item: Discussion of the Executive Director's Report will be added to the next Admin Agenda.

10. Self Determination Program (SDP) – Gabriela Eshrati

A. SDLVAC Liaison June Report

Gabriela reviewed the SDLVAC Report as presented in the packet. For a detailed report, see Page 72 in the packet.

Action Item: The Provider's List will be updated for the next meeting. (Gabby)

B. Next Meeting

The next Self-Determination Local Advisory Committee Meeting will be August 17, 2023, at 6:30 pm.

11. Administrative Affairs Committee – Brian Gatus

Brian reviewed the information as presented in the packet.

A. Minutes of the July 27, 2023, Meeting – *deferred*

B. FY2022-2023 Financial Report

C. Q4 HR Report

D. Monthly Human Resources Report – June 2023

E. Monthly Human Resources Report – July 2023

F. Next Meeting: September 28, 2023, at 6:00pm

12. Association of Regional Center Agencies - Lety Garcia

Lety reviewed the information as presented in the packet.

A. June ARCA Liaison Report

i. ARCA Board of Directors Meeting Minutes

ii. ARCA Board of Delegates Agenda Review

iii. ARCA Draft Strategic Plan and Strategic Priorities

iv. ARCA Annual Report

v. ARCA AB 1147 Letter of Assemblyperson Addison

B. Next Meeting: August 17, 2023, at 10:00am

13. Consumer Advisory Committee

The information was reviewed as presented in the packet.

A. Minutes of the June 7, 2023, Meeting

B. Updated CAC Flyer for FY 23-24

C. Next Meeting: September 6, 2023, at 3:00pm

- 14. Consumer Services Committee – Rosie Sigala**
Rosie reviewed the information as presented in the packet.

 - A. Minutes of the June 7, 2023, Meeting
 - B. Next Meeting: September 20, 2023, at 6:00pm

- 15. Executive Committee – Ana Quiles**
Ana reviewed the information as presented in the packet.

 - A. Minutes of the July 27, 2023, Meeting - *deferred*
 - B. Succession Plan
 - C. Public Input Community Concerns
 - D. Executive Director Evaluation Process Update
 - E. Approval of Advanced Behavioral Pathways FY23-24 Service Agreement
 - F. Approval of 2021 990 Form
 - G. Next Meeting: August 30, 2023, at 6:00pm.

- 16. Government & Community Relations**
A. Next Meeting: August 16, 2023, at 6:00pm

- 17. Nominating Committee - Lillian Martinez**
A. Next Meeting: August 16, 2023, at 6:00pm.

- 18. Post-Retirement Medical Trust Committee – Ana Quiles**
A. Minutes of the July 27, 2023, Meeting - *deferred*
B. Next Meeting: January 25, 2024, at 5:30pm.

- 19. Strategic Planning Committee- Lety Garcia**
A. Minutes of August 7, 2023, meeting - *deferred*
B. Next Meeting: November 6, 2023, at 6:00pm

- 20. Vendor Advisory Committee – Suad Bisogno**
Suad reviewed the information as presented in the packet.

 - A. Minutes of the June 1, 2023, Meeting
 - B. Minutes of the August 3, 2023, Meeting – *deferred*
 - C. Committee Priorities & Goals

Action Item: The VAC Committee will finalize their goals for presentation to the Board at the next Board meeting.

D. Next Meeting: September 7, 2023, at 9:30am

21. Old Business/New Business

Ana reviewed the information as presented in the packet.

- A. Board and Committee Meeting Attendance Sheets
- B. Board and Committee Meetings Time Report
- C. Updated Acronyms Listing
- D. Meeting Evaluation Form

22. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, September 13, 2023, at 6:30 p.m.
- B. Public Meeting Attendance
- C. SDP Independent Facilitator Round Table, August 10, 2023, at 2:00pm
- D. ARCA - Family Support Services Webinar \ Seminario web en servicios de apoyo para la familia, August 10, 2023, at 2:00pm
- E. Parents of Adult Consumers Support Group, August 16, 2023, at 6:30pm
- F. Virtual Aprendiendo Entre Nos/Learning Amongst Us, August 17, 2023, at 10:00am
- G. SLS Orientation August 17, 2023, at 3:00 pm
- H. Self Determination Local Advisory Committee Meeting, August 17, 2023, at 6:30pm
- I. Orientaciones de autodeterminación, August 21, 2023, at 9:00 am
- J. Filipino Support Group, August 21, 2023, at 6:30 pm
- K. Transition from Early Intervention to Preschool Programs in the Antelope Valley School Districts, August 22, 2023, at 9:00am
- L. "Diferente Maneras de Pensar, Diferente Maneras de Aprender" "Different Thinkers, Different Learners", August 22, 2023, at 10:00am
- M. Transición del Programa de Intervención Temprana al Preescolar en los Distritos Escolares del Valle del Antelope, August 22, 2023, at 10:30 am
- N. Support Group for Self Determination Program at NLACRC - Grupo de apoyo de NLACRC para el programa de autodeterminación, September 6, 2023, at 4:30pm
- O. Black & African American Support Group, September 6, 2023, at 6:30pm
- P. Self-Determination Orientation, September 11, 2023, at 9:00am

Action Item Review

- A. The Committee will present a concise list of goals at the next Board meeting, including primary goals, public relations goals, education families' goals, and employment and retention goals.
- B. Discussion of the Executive Director's Report will be added to the next Admin Agenda.
- C. The Provider's List will be updated for the next meeting. (Gabby)
- D. The VAC Committee will finalize their goals for presentation to the Board at the next Board meeting.

Public Input

Public Information regarding Respite was shared with those present.

A consumer commented that monitoring ILS service hours is an issue. Without signatures on the timesheets and summaries, it is not clear how the hours are being spent.

The Board was thanked for supporting AB1147.

It was noted that New Horizons used to have paperwork with their IL staff, but now it uses an electronic sign-in via phone.

23. Adjournment

Ana Quiles, Board President, adjourned the meeting at 8:45 p.m.

Submitted by:

() Kimberly Visokey*

Executive Administrative Assistant

() The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRCCRCRCRC staff.*