

**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 **September 13, 2023**

Trustees Present

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

Guests Present

Nicholas Mendoza - Coach for George A.
Richard Dier - SDLAC
Lori Walker - SDLAC
Mariel D - Consumer Pathways
Fernando Gomez - ICC
Nancy Gallardo – Interpreter
Azucena Bustillos - Interpreter
Jasmine Barrios- Minutes Services
Xochitl Gonzalez - DDS
Kathryn Sinelli- Family Focus Resource Center
Theresa Quarry- Family Focus Resource Center
Juan Hernandez
Socorro Curameng
Mariano Ponce
Adriana (No last name given)

Staff Present

Ruth Janka
Vini Montague
Liliana Windover
Cristina Preuss
Donna Rentsch
Monike Paz
Parita Burmee
Chris Whitlock
Gabriela Eshrati
Evelyn McOmie
Malorie Lanthier

Trustees Absent

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 and agency in the chat.
 - C. Monthly Submission for Childcare/Attendant Care Billing

Ana also requested that Board Members turn on video capabilities when addressing the Board in order to promote more meaningful participation.

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

4. Introductions

- A. David Coe, 1st Vice President of the Board
David has served on the NLA Board for three years and is also the Chair of the Government and Community Relations Committee. He was born and raised in New Orleans and subsequently graduated from Tulane University with a degree in business law. He and his wife have been married for almost 11 years and have a 5-year-old child who is also a consumer. David also enjoys photography and social media content creation.
- B. Evelyn McOmie, NLA Chief Consumer and Community Services Officer
Evelyn has been with NLA since 2005 but started her career at South Central Regional Center as a Service Coordinator and has worked her way up to her current role. She has two children and one dog. Evelyn prides herself on overcoming challenges and recently taught herself how to install electrical wiring in her bathroom that passed inspection.

5. Public Input

Kathryn Sinelli, from Family Focus Resource Center, announced that the Armenian Parents Circle of Support has been launched in collaboration with NLA and workshops on library resources will be taking place. The Early Start Support Group has play dates scheduled for October and November. In addition, the Resource Fair will take place from 11a-3p on October 15th at CSUN.

Lori Walker, Chair of the Self-Determination Local Advisory Committee, made the recommendation that the Board consider moving the Executive Session portion of Committee and Board meetings to the end of the meeting agenda in order to make the most use of the public's time.

Richard Dier, Co-Chair of the Self-Determination Local Advisory Committee, invited the Board Members to the next Self-Determination Local Advisory Committee, where there will be a presentation from DDS related to what is coming next in Self-Determination. The in-person Resource Fair will be held on September 23rd in Santa Clarita. More information is forthcoming.

Rocio Sigala stated that Claudia Cars will be presenting at the September 20th Consumer Services Committee.

6. Consent Items

A. Approval of Agenda

There were three revisions to the agenda:

Item B. - Personnel was added under Item 7. Executive Session

Item E 1. -Approval of Committee Priorities Issues, under Vendor Advisory Committee, was deferred.

Item 8. Presentation of the DDS Contract for FY23-24 was deferred.

M/S/C (A. Ramirez/C. Wang) To approve the meeting agenda as revised.

B. Approval of May 10th, 2023 Board Meeting Minutes - deferred

7. Executive Session

A. Legal Update

B. Personnel

M/S/C (G. Alvarado/C. Wang) To enter the Executive Session at 6:51 pm.

M/S/C (A. Ramirez/C. Wang) To exit the Executive Session at 7:24 pm.

8. Presentation of DDS Contract for FY23-24 - deferred

9. Committee Action Items

A. Executive Committee - Ana Quiles

1. Approval of Changes of Board Master Calendar

Ana reviewed the revisions as presented in the packet.

M/S/C (B. Gatus/G. Alvarado) To approve the Board Master Calendar as presented.

2. Approval of FY 2023-24 Annual Board Training Plan

Ana reviewed the plan as presented in the packet. Nicholas Mendoza, who is supporting George Alvarado as his coach, shared that George would like to propose possible First Aid, CPR, AED and Hands-On Training for both NLA Board and Staff Members. Ruth Janka stated that she would connect with NLA staff to determine what community resources currently exist and if this request would be possible to facilitate in the future. Ruth will also follow up with George and Nicholas on this item.

M/S/C (G. Alvarado/R. Sigala) To approve the Board Training Plan as presented.

3. Approval of FY 2023-24 Board Goals

This item was reviewed as presented in the packet. Highlights include:

NLA's top 3 Board Goals

- Staffing, Recruitment and Retention
- Consumer/Parent Education
- Public Relations
 - o Board Outreach
 - o Legislative Advocacy

Ana identified the next steps as being:

- Board votes to approve Board Goals (September 13, 2023)
- Board Goals Workshop to determine objectives/activities for Committees and Workgroups that will be used to achieve Board Goals (October 11, 2023)

M/S/C (R. Sigala/A. Ramirez) To approve the Board Goals as presented.

4. Approval to Suspend SDP Board Liaison Position for FY23-24

The Board is being asked to consider a pause on the SDP Board Liaison position until further notice as it has not been the best avenue for serving this role. This decision would be reviewed on an annual basis.

M/S/C (G. Alvarado/R. Sigala) To approve the recommendation to suspend the Board Liaison Position for FY23-24.

B. Consumer Services Committee - Rocio Sigala

1. Approval of Amendment to NLACRC Service Standards: Early Start IDEA Part C in the Case Finding & Public Information section of the Service Standards

Ana reviewed the information presented in the packet that will be submitted to DDS. Evelyn clarified that the Service Standards are in compliance with IDEA Part C. Evelyn McOmie will make additional revisions to the document to revise grammatical and spelling errors as noted.

M/S/C (B. Gatus/G. Alvarado) To approve the Service Standards as revised.

2. Approval of Committee Priorities for FY 2023-24

Ana reviewed this information as presented in the packet.

1. Propose strategies for increasing access to services in the Center's communities, including participation in alternative nonresidential services delivery.
2. Address disparities by developing strategies to increase POS expenditures within families of color.

3. Propose and advocate for reduced caseload ratios that will result in effective service coordination for unique populations such as self-determination and consumers/families who are not accessing the services authorized in their Individual Program Plans (IPPs).
4. Monitor progress in the implementation of the Center's self-determination program.
5. Monitor service delivery for compliance with Home and Community-Based Services (HCBS) waiver, statutory and regulatory requirements

M/S/C (G. Alvarado/R. Sigala) To approve the Consumers Services Committee Priorities as presented.

3. Approval of Revised Critical Calendar for FY 2023-24 - *deferred*

C. Administrative Affairs Committee – Brian Gatus

1. No meeting in August 2023

D. Government & Community Relations Committee – David Coe

1. Approval of the Legislative Priorities for FY 2023-24
Ana reviewed the information as presented in the packet. After discussion, it was determined to revise the Legislative Priorities to include changes to verbiage on number 4 to include: "Engage the community to support legislation for mental health and competitive integrated employment." Liliana Windover will make the revisions as discussed.

M/S/C (B. Gatus/G. Alvarado) To approve the Legislative Priorities as revised.

E. Vendor Advisory Committee – Suad Bisogno

1. Approval of Priorities Issues for FY 2023-24 - *deferred*

F. Nominating Committee – Lillian Martinez

1. Nomination of New Board Members
 - a. Jennifer Koster
 - b. Juan Hernandez
 - c. Vivian Seda

Lillian presented the nominees for Board approval; these nominees meet the requirements to serve and will help NLA move toward DDS compliance for Board composition. NLA remains active in recruiting to meet the African-American composition needs.

M/S/C (B. Gatus/G. Alvarado) To approve all of the proposed Board Members as presented.

- G. Strategic Planning Committee- Leticia Garcia
1. Approval of Revised Critical Calendar or FY 2023-24
Revise the Strategic Planning Committee Critical Calendar to include:
 - Addition of a Survey Review to the January Meeting to review data from Kinetic Flow.
 - Addition of an item: Employee Satisfaction Survey RFP to November meeting
- M/S/C** (L. Martinez /G. Alvarado) To approve the revised Strategic Planning Committee Calendar as revised

10. Executive Director's Report - Ruth Janka

Ruth reviewed the report as presented in the packet. Highlights include:

AB1147 – The Disability Equity and Accountability Act of 2023 This bill is now up for consideration by the full Senate; the Senate can either support the bill as it is written and send it to the Assembly, amend it further and send it to the Assembly, not support the bill, or hold the bill as a two-year bill to be addressed next calendar year. If sent to the Assembly and approved, it will make its way to the Governor.

Ruth announced an update to this report, including that AB1147 was put on hold, which indicates there will be more amendments to the bill from both sides and will be held over until next year.

Staffing/Recruitment

August 14th New Hires: 4 total

3 Consumer Services Coordinators (1 Bilingual Spanish) and an HR Specialist 1, Priscila Reyes.

August 28th New Hires: 5 total - all Consumer Services Coordinators (3 Bilingual Spanish).

NLACRC Career Day is scheduled for Saturday, September 9th, at the Chatsworth location from 9:00 am to 1:00 pm. Expansion of partnership with the American Job Centers of California (placeholder)

Per the Board's request, Ruth will provide a report that shows information related to vacancies vs. positions filled.

Executive Administrative Assistants Hailey Lauderdale and Elizabeth Alvarez have both separated from the agency to pursue other employment opportunities. We wish them both well! Executive Administrative Assistant Liliana Windover will be retiring this year, with her last day of work being October 12, 2023, and her official retirement date being December 31, 2023. Ruth thanked Liliana, who has served at NLA for 26 years. She will be missed. Administrative Assistant Monike Paz joined the Center in August

and is doing a fantastic job of supporting the Board.

Lanterman Developmental Disabilities Services Act – Translated
DDS will be publishing the Lanterman Act in Spanish. The department intends to maintain the publication in both English and Spanish ongoing.

DDS Direct Service Professional Training Stipend and Incentive Program Pilot
This program will be implemented statewide on September 1st! DSPs will be able to earn two stipends, \$500 each, for participating in training. Of the two trainings, the Code of Ethics is required to earn a stipend.

FY23-24 Service Access and Equity Grants
Service Access and Equity Grant applications from community-based organizations and regional centers are due to DDS by September 26, 2023, through the online application in GrantVantage. Questions regarding the application or process should be sent to SAEgrantprogram@dds.ca.gov.

- 11. Self Determination Program (SDP) – Gabriela Eshrati**
Ana reviewed the information as presented in the packet.
 - A. SDP Report
 - B. Next meeting: September 21, 2023 at 6:00 pm

- 12. Administrative Affairs Committee -David Coe**
Ana reviewed the information as presented in the packet.
 - A. Minutes of the July 27th Meeting
 - B. Next meeting September 28, 2023, at 6:00pm

- 13. Association of Regional Center Agencies - Leticia Garcia**
Ana reviewed the information as presented in the packet.
 - A. August ARCA Liaison Report (Page 68)
 - B. Next Meeting Scheduled on October 19-20, 2023

- 14. Consumer Advisory Committee**
Ana reviewed the information as presented in the packet.
 - A. Minutes of the August 2nd Meeting
 - B. Minutes of the September 6th Meeting - *deferred*
 - C. Next Meeting Scheduled on October 4, 2023, at 3:00pm

- 15. Consumer Services Committee – Rocio Sigala**
Ana reviewed the information as presented in the packet.
 - A. Self Determination Program Board Training during Committee Meeting on Wednesday, September 20th at 6 pm.

- 16. Executive Committee – Ana Quiles**

Ana reviewed the information as presented in the packet.

- A. Minutes of the July 27, 2023 Meeting
- B. Minutes of the August 31, 2023 Meeting - *deferred*
- C. SMCI Operations Contract
- D. Dimanche Home Care PL2207-076 Contract
- E. Next meeting is scheduled for September 28, 2023, at 7:30 pm

17. Government & Community Relations – David Coe

Ana reviewed the information as presented in the packet.

- A. Minutes of the August 16th Meeting
- B. Next Meeting on October 18, 2023, at 6:00 pm

18. Nominating Committee - Lillian Martinez

Ana reviewed the information as presented in the packet.

- A. Redacted Minutes of the April 17th Meeting
- B. Redacted Minutes of the August 15th Meeting - *deferred*
- C. Redacted Minutes of the August 21st Meeting - *deferred*
- D. Next Meeting Scheduled on October 4, 2023, at 5:30 pm

19. Post-Retirement Medical Trust Committee – Ana Quiles

Ana reviewed the information as presented in the packet.

- A. Minutes of the July 27th Meeting
- B. Next Meeting Scheduled on January 25, 2024, at 5:30 pm

20. Strategic Planning Committee- Leticia Garcia

Ana reviewed the information as presented in the packet.

- A. Minutes of August 7th Meeting
- B. Next Meeting Scheduled on November 6, 2023, at 6:00pm

21. Vendor Advisory Committee – Suad Bisogno

Ana reviewed the information as presented in the packet.

- A. Minutes of the August 3rd Meeting
- B. Minutes of the September 7th Meeting - *deferred*
- C. Next Meeting Scheduled October 5, 2023, at 9:30 am

22. 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 – emailed separately

23. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, October 11, 2023, at 6:30 pm
- B. Public Meeting Attendance
- C. SDP Independent Facilitator Round Table, September 14th at 2:00 pm
- D. Self-Determination Orientation, September 18th at 9:00 am
- E. Filipino Support Group, September 18th at 6:30 pm
- F. Parent Adult Consumers Support Group, September 20th at 6:30 pm
- G. SLS Orientation, September 21st at 3:00 pm
- H. Self-Determination Local Advisory Committee, September 21st at 6:30 pm
- I. Cultivar and Crecer, September 22nd at 6:30 pm
- J. Self-Determination program Forum and Resource Fair, September 23rd at 10:00 am

George Alvarado shared that his birthday will be coming up on October 19th.

Curtis Wang inquired about transportation for the next in-person Board Meeting at the Chatsworth Office, and George Alvarado seconded the request. Board Support will follow up with both Curtis and George to discuss transportation needs.

24. Adjournment

Ana Quiles, Board President, adjourned the meeting at 8:16 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 NLACRC staff.*

