

North Los Angeles County Regional Center
Government & Community Relations Committee Meeting Minutes

October 19, 2022

Present: Andrew Ramirez, Nicholas Abrahms, Rocio Sigala, Sylvia Brooks-Griffin, Brian Gatus, Cathy Blin, Jordan Feinstock, George Alvarado, Andrea Devers – Committee Members

Robert Dhondrup, Lizeth Chavez, Dr. Jesse Weller, Evelyn McOmie, Vini Montague, Gabriela Eshrati, Lilliana Windover, Erica Beall, Evan Ingber, Jennifer Moore, Cristina Preuss, Clarence Foster, Michael Fernandez – Staff Members

Richard Dier, Lori Walker, Erica Beall, Michelle Heid – Legucator, Ana Quiles- Board President, Kimberly Bermudez- 24 Hour Home Care, Leticia Garcia- Board Member, Lillian Martinez - Board Member, Anthony - Coach for George Alvarado, Isabel Romero- Interpreter, Nancy Gallardo- Interpreter, Dolly Sharma- Minutes Services - Guests

Absent: Gabriela Herrera, Sharmila Brunjes

I. Call to Order & Introductions

Jordan Feinstock, Committee Chair called the meeting to order at 7:42 pm.

Andrea introduced herself as a new Committee Member who was appointed from the Vendor Advisory Committee. She is looking forward to serving with this Committee.

George Alvarado introduced himself as a current Committee Member. He lives in the area and enjoys his work at a hardware store.

II. Public Input

Robert Dhondrup, the Public Information Manager for NLACRC, shared that this will be his last meeting as he will be leaving the organization to pursue other opportunities.

III. Consent Items

A. Approval of Agenda

M/S/C (A. Ramirez/G. Alvarado) To approve the Agenda as Revised.

B. Approval of Minutes from the August 17th Meeting

M/S/C (A. Ramirez/C. Blin) To approve the August 17th Meeting Minutes with 1 abstention from S. Brooks-Griffin.

IV. Legucator Report - Michelle Heid

Michelle reviewed the report as presented.

V. **Committee Business**

A. Legislative Activities Proposal - Jennifer Moore

Jennifer reviewed the proposal as presented in the packet. Each year, NLACRC participates in various legislative activities in coordination with Legislative Educator Michelle Heid. The Committee is being tasked to identify which Legislative Activities they would like NLACRC to participate in during this fiscal year. The chosen legislative activities will be used to develop the Legucator contract which will be taken through the appropriate approval process. A spreadsheet was created to detail the events for consideration, which included several suggested options regarding legislative activities.

In regards to the Legucator Report which is included in the contract, Ana Quiles made the recommendation to determine a deadline for future report submission in order to ensure that the Committee has the most recent report in a timely manner.

During discussion, Option 4 within the supplemental spreadsheet was mentioned as the potential selection. This option includes all proposed activities proposed by Michelle Heid, with the exception of decreasing English and Spanish Community Legislative Training sessions from monthly throughout the fiscal year to 1 during the fiscal year. The contract also defers NLACRC's Grassroots visits and provides for Michelle to aid in planning a Legislative Trip but not attending the trip.

M/S/C (J. Feinstock/A. Ramirez) To approve a 2-year contract with Michelle Heid for Legislative Activities. The motion was not passed, leaving the only other option as a 1-year contract.

M/S/C (S. Brooks Griffin/A. Ramirez) To approve Option 4 for the list of legislative activities, except that NLACRC may request the Legucator to attend the Legislative Trip in addition to coordinating the event.. The motion passed with 1 abstention from Jordan Feinstock.

Lety Garcia requested that the Committee revisit the issue of whether NLACRC will conduct NLACRC Grassroots visits. This matter will be added to the Committee agenda in early 2023 for further discussion and determination.

The contract between NLACRC and Michelle Heid will be drafted based on these decisions made by the Committee and will go through the Board approval process.

B. Revision of Critical Calendar- Robert Dhondrup

Robert reviewed this document as presented. The calendar is being revised to support the new bi-monthly meeting format. The November, February and April events have been moved to the month previously listed.

M/S/C (A. Ramirez/S. Brooks Griffin) To approve the Critical Calendar as revised.

C. Social Media – Robert Dhondrup

1. Social Media Analytics - August 2022

- Facebook Audience Engagement
 - Engagement level of reactions, comments and shares. There were 939 total Engagements for the English page and 271 total Engagements for the Spanish page.
- Instagram Audience Engagement
 - 193 Likes, 4 Comments, 188 Posts Sent for the English page
 - 95 Likes, 6 Comments, 178 Posts Sent for the Spanish page
- Twitter Audience Engagement
 - 191 Tweets, 7,250 Total Impressions, 4,476 Profile Visits, 6 Mentions and 11 New Followers

2. Social Media Analytics - September 2022

- Facebook Audience Engagement
 - Engagement level of reactions, comments and shares. There were 885 total Engagements for the English page and 308 total Engagements for the Spanish page.
- Instagram Audience Engagement
 - 218 Likes, 4 Comments, 174 Posts Sent for the English page
 - 32 Likes, 3 Comments, 162 Posts Sent for the Spanish page
- Twitter Audience Engagement
 - 188 Tweets, 7,681 Total Impressions, 3,480 Profile Visits, 4 Mentions and 6 New Followers

D. Legislative Update - Robert Dhondrup

1. Legislative Bills Categorization - out of the 6 letters that NLACRC sent for advocacy, there were 3 signed bills.
2. Alternative Proposal for Candidate Forum - for many reasons, it was not possible to host a Candidate Forum this year. Due to this, a questionnaire was developed to send to all State and Federal candidates, with focused outreach for State Legislative Candidates. This will allow candidates to respond on major issues related to disability rights and services. Responses will be posted on the NLACRC website. Deadline for candidates to submit responses is October 28, 2022.
3. Survey Responses to Legucator Trainings - Robert reviewed the data as presented. 7 attendees responded, all 7 felt content was organized, easy to follow, timely and convenient. 4 attendees stated they would recommend training to friends and family.

E. Local Grassroots Marketing and Outreach – Dr. Michael Fernandez

1. Prioritization of School Districts/SELPAs
This list was simplified by grouping schools and community. Community will include libraries, hospitals, community centers, presentation, collaborations, fairs,

etc. Schools will include family and student outreach, early education, K-12 Presentations.

Between August 16th and September 30th, there were 37 Grassroots and Community Outreach efforts. 14 at various schools and 23 with community partners. 14 took place in the Antelope Valley, 21 events in Dan Fernando Valley, 2 events taking place in all locations. There were 4,816 materials distributed during this 45-day period.

There were also 44 consults performed by the Parent and Family Support Specialists where support was offered to families and collaboration on distributing resources.

The report out on SELPA Meetings will now be handled by Monica Munguia, the IDEA Specialist, and is not going to be included in future iterations of Dr. Fernandez's report. Cristina Preuss suggested a monthly report be provided from Monica to be submitted to SELPA/IDEA updates.

F. Language Access and Cultural Competency Plan - Dr. Michael Fernandez

A Committee was formed that meets on a quarterly basis. Consultants were also secured to provide a better understanding of language needs. 2 Language Outreach positions have been filled to serve Farsi and Tagalog consumers and families. LRS Paging systems will be installed at each NLACRC Location to provide more accessibility to individuals who are deaf or hard of hearing. Recruitment will begin in the next few weeks to fill 2 office assistant positions that will be supporting the DEIB Unit and Public Information Department.

An LGBTQ+ Specialist position has been created and recruitment is ongoing. This position will focus on clients who are part of the LGBTQ+ communities and to provide support and collaborate with NLACRC on trainings related to this community.

G. Virtual Town Halls - Robert Dhondrup

1. September Attendance Data - There were 18 attendees, 5 from NLACRC. This was a great turnout.
2. Frequency - Robert made the announcement that Virtual Townhalls will be conducted on a quarterly basis to allow for more time to develop content. The topics from the last 12 months will be obtained to see what was previously discussed that can be revisited. Dr. Fernandez suggested changing the time of the Town Hall events to give more families the ability to attend.

H. Board Audit Questions- Evan Ingber

1. Does the servers training and information plan include a sufficient variety of training and communication methods to reach all of the Center's constituents?
Evan shared that the answer to the question is yes. A Learning Management System was implemented, emails are dispersed to staff to provide as much internal communication as possible. The Learning Management System serves as a communication hub externally and new technology is always being considered in communication with constituents.

2. Are there sufficient financial and human resources available to carry out the Center's training and information plan?
Evan stated that a dedicated Training Unit has been developed to identify and deliver appropriate and effective training. Sound forecasting and analysis is used in supporting the training plans from budget standpoint.

VI. Meeting Action Items

Action Log can be reviewed in the packet.

VII. Board Meeting Agenda Items

- A. Minutes of the October 19th Meeting
- B. Revised Critical Calendar

VIII. Announcements / Information Items / Public Input

- A. Next Meeting: January 18th, 2023 at 6:00 pm
- B. Committee Attendance
- C. Meeting Schedule for FY 2022-23

Ana Quiles shared that the Resource Fair that was held was disappointing to some attendees as it was advertised to the entire catchment area, but the services presented at the Fair were not available or could provide services for Antelope Valley residents.

VIII. Adjournment

Jordan Feinstock adjourned the meeting at 9:51 pm.

Submitted by:

(*) *Lizeth Chavez*
Executive Administrative Assistant

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

