

North Los Angeles County Regional Center
Strategic Planning Committee Meeting Minutes
February 28, 2022

Present: Marianne Davis, Michael Fernandez, Lety Garcia, Sharoll Jackson, Ruth Janka, Lillian Martinez, Ana Quiles, Curtis Wang, Alan Darby, Orli Almog (VAC)
– Committee Members

Lizeth Chavez, Liliana Windover, Michele Marra, Evelyn McOmie, Jennifer Williamson,
– Staff Members

Ami Sullivan, Consultant, Kinetic Flow - Guest

Shelly Hash – Interpreter

Richard Brown – Minutes Solutions

Absent: Jesse Weller

I. Call to Order & Introductions

The meeting was called to order at 6:00 p.m. by Marianne Davis, committee chair. Ruth Janka called the attendance of the committee members.

II. Public Input

No public input received.

III. Consent Items

A. Approval of Agenda

Ruth Janka motioned to amend the February 23, 2022 agenda with addition of item IV.G “IHSS Update” under Committee Business.

M/S/C (R. Janka/A.Quiles) To approve the amended Agenda for February 28, 2022.

B. Approval of Amended Minutes from the January 31, 2022 Meeting

M/S/C (C. Wang/R.Janka) To approve the amended minutes from the January 31, 2022 meeting.

IV. Committee Business

A. Strategic Thinking Survey: Final Methodology Update – Ami Sullivan

The survey sample included individuals and families with or without an e-mail addresses, members of the Board of Trustees, Self-Determination, and Disparity Committees, Regional Center staff, and Service providers. All respondents were asked to answer 13 base questions that were either qualitative or open-ended and based on their perception of need, to prioritize each of 17 potential focus areas. Participants were offered the opportunity to respond in English, Spanish, or other languages as needed. Options for response included online, by telephone interview, or in print. Perspective-specific questionnaires contained baseline outcome metrics and demographic questions. Ami confirmed that the rate of response and the respondent profile compared favorably with the reported results of other Regional Center surveys. Surveys went out on Jan. 11th and February 5th to all groups with 3 reminders. There were 72 Board/Community members responses which includes English and Spanish. 207 Staff members/Service providers, 742 Individuals/Families. Total of 1,085 responses received altogether from the online and telephone surveys.

B. Strategic Planning Retreat

1. Draft Agenda:

Ami Sullivan suggested that the intensive information-sharing in the Friday night session of the virtual retreat's draft agenda was an essential first step to ensure that meeting participants, who may be unfamiliar with the strategic planning process and/or the work done previously by the Committee, will be ready to fully participate during the day-long session on Saturday. Core Value, Vision, and Mission will be addressed on Saturday along with the Strength, Weaknesses, Opportunities, and Challenges (SWOC) analysis from the Strategic thinking survey. This will narrow down the strategies to define the focus areas for those identified and then we will continue to finalize in focus work groups.

Ana Quiles and Lillian Martinez suggested the addition of an opportunity to build trust and a shared sense of purpose as the meeting opens would enhance participant engagement during the planned three-hour session that features more listening than speaking.

Leticia Garcia asked if or how the Committee's five current priorities would be addressed during the virtual meeting. Ami Sullivan stated that identifying how and when these current priorities will be addressed would be determined as the survey responses establish the priority of each focus area.

Action Item: Ami and Ruth will review team-building activities used successfully in past meetings or training sessions and suggest options to amend the agenda prior to the March 11, 2022, publication deadline.

2. Participant Packet:

Ruth acknowledged Marianne's request to receive key elements of the packet in hard copy in addition to the electronic copy to be sent to all participants.

C. Strategic Planning Committee Dates – Ruth Janka

Ruth led the committee's discussion of the process and timelines to be followed as the Strategic Planning Committee's report to the Board is prepared. The Committee noted that the timing of report finalization depends on the timely submission of reports by the focus area committee leads. The Meeting scheduled for May 30th needs to be rescheduled as NLACRC is closed for the Memorial Day holiday. The proposed strategic plan is to be presented during the June 8, 2022, Board of Trustees meeting. The Committee agreed to meet virtually on March 28th, May 2nd, May 23rd, and May 31st, 2022 to meet goal of presenting a plan at the June 8th board meeting.

D. Diversity, Equity & Inclusion Policy Steering Committee Update –
Dr. Michael Fernandez

Committee was informed that the first DEI Policy Steering Committee kick-off meeting was on Jan 27th. The Steering committee discussed the roles recommended for this committee and progress made since September 2021 pursuant to the blueprint. The next step is to develop charter, mission, and vision which will be at the forefront of policy development. The group expects the final draft will be presented to this committee no later than April 30, 2022. The draft policy will then go to the Executive Committee on May 25th to then be presented for final approval at the June 8, 2022, Board of Trustees meeting. The DEI Steering Committee will continue to meet monthly to achieve this goal within the proposed timeline.

E. Review Public Policy Performance Measure Year-end Data – Ruth Janka

Ruth Janka reported that no report was available as the required data was received on February 24, 2022 but had not yet been validated against NLACRC data as requested by DDS. Employment data has not been received from DDS. Report should be available by next meeting.

F. Strategic Plan – Quarterly Progress Report –

Michele Marra and Evelyn McOmie delivered the quarterly update report and stated that ARCA grass roots visits had been scheduled and will begin on April 5, 2022. Virtual grass roots visits to legislators are being scheduled in March and April.

The November 30, 2021, town hall meeting could be viewed on the NLACRC YouTube channel. Consultations were underway with the media consultant to measure the effectiveness of the current social media strategy and to identify opportunities to expand consumer engagement with NLACRC's social media. Evelyn McOmie reported CPP and CRDP award proposals were submitted. DDS response is pending. Contract discussions are underway with the selected recipient of an NLACRC funding award. Candidates have been identified to fill the vacant

parent/family support specialist positions. Recruiting for all positions approved in the current fiscal year budget has begun. Approved training and staff education activities are underway or completed.

Ruth Janka reported that the Annual Board Trainings have been scheduled or completed per the plan and that NLACRC has not implemented a standardized information packet as described in statute as DDS has not yet released their requirements for the standardized information packet – which is a statutory requirement as well. As such, this continues to be an objective within the current strategic plan. Ruth also reported that the Center has a draft Business Continuity plan from the consultant.

Alan Darby reported on the status of cost saving measures being implemented across NLACRC sites.

In response to questions from Leticia Garcia regarding the Center’s local grassroots outreach efforts, Dr. Michael Fernandez, Cristina Preuss, Jennifer Williamson, and Michele Marra noted that:

- Organizations being targeted for outreach efforts and NLACRC resource materials include schools, libraries, and special education local plan areas (SELPA) in the NLACRC catchment area.
- “Meet and greets” will be conducted with agencies that prefer to meet virtually. The meetings will provide NLACRC and the participants with a forum for information sharing and the identification of common interests, as well as the opportunity to identify other agencies that could be asked to join these networking sessions.
- Consumer Services staff are available to support face to face meetings that may be scheduled while the parent/family support specialist positions are vacant.

G. IHSS Update – Ruth Janka

Ruth was able to connect with Orli Almog after the discussion from the previous meeting where there was a case that the Regional Center was implementing a limiting policy on the number of hours and found that it did not apply to NLACRC. Ruth reached out to Bebo Saab and Stephanie Hou, Supervising Attorney and Clients Rights Advocate – Office of Clients Rights Advocacy, to provide an IHSS training to our community that does not conflict with Family Focus Resource Center’s recorded IHSS 3 part series. Ruth presented HIPPA-compliant redacted data extracted from a random sample of IPPs and confirmed that the sampled IPPs were equally distributed across the age groups of 3 to 13 years, 14 to 22 years, and 23 years and older. Geographically representative of NLACRC’s catchment area.

The Committee discussed the face validity of the random sample data and Ruth’s observation that there may be instances where the allocated IHSS hours are not appropriately aligned with the consumer’s need for support.

As the Committee discussed the recommendations made during its January meeting, Ruth Janka confirmed that the Executive Director of the Disability Rights Legal Center had expressed interest in an investigation of systemic issues that may result in an under-allocation of IHSS hours. NLACRC's Clients Rights Advocate will be invited to contribute to any investigation that may be undertaken. A concern was raised that service coordinators may not be disseminating accurate information regarding the number of hours a family should receive based on a consumer having a developmental disability that is characterized as "non-severe" and "severe"-as IHSS hours should be significant in each of these circumstances, up to 283 hours per month. Further, it was noted that families can request that a consumer be reassessed as they appeal an allocation of IHSS hours.

The Committee discussed a recommendation that Bebo Saab be invited to deliver an IHSS training session for consumers and their families who have entered or will enter the intake assessment process. It was confirmed that any session scheduled in the near future was likely to be virtual and that having caseworkers readily available to address participant questions and concerns would add value to the session.

H. Community Integrated Employment/Paid Internship Program (CIE/PIP) – Evelyn McOmie

1. 2nd Quarter CIE and PIP Activities:

Evelyn presented and reported that, in the second quarter, there were 11 consumer authorizations and seven payments made for the CIE with 41 consumer authorizations and 107 payments made for the PIP.

2. Statewide DDS CIE/PIP Summary Reports:

Evelyn presented and reported the year-to-date data summary reports and discussed the reasons that updated purchase of service data was not included in the report.

I. 2nd Quarter Report on Program Closures – Evelyn McOmie

There were no program closures.

J. 2nd Quarter Report on New Vendorizations – Evelyn McOmie

There are 14 new vendorizations reported from October 1st to December 31st for a variety of programs.

K. Update on Health and Safety Waiver Exemptions – Evelyn McOmie

1. Submissions:

There were no submissions made during this quarter.

2. Approvals:

There were a total of 68 vendorizations for the Health and Safety 1:1 services.

Evelyn confirmed that the authority delegated to Regional Centers by DDS to approve Health & Safety for supplemental residential support was ended on November 2, 2021. This would be the last time this report was presented to this committee as the Center no longer approves requests for rate increases under the Health and Safety Waiver process for the 1:1 service.

V. Board Meeting Agenda Items

- A. Minutes of the February 28, 2022 Meeting
- B. 2nd Quarter CIE and PIP Activities
- C. 2nd Quarter Report on Program Closures
- D. 2nd Quarter Report on New Vendorizations

VI. Announcements / Information Items

- A. Next Meeting: Monday, March 28, 2022 at 6:00 p.m.

VII. Adjournment

Marianne Davis adjourned the meeting at 8:10 p.m.

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.*

