

North Los Angeles County Regional Center
Strategic Planning Committee Meeting Minutes
November 1, 2021

Present: Orli Almog (VAC), Marianne Davis, Lety Garcia, Ruth Janka, Lillian Martinez, Ana Quiles, Kim Rolfes, Curtis Wang, Jesse Weller, Sharoll Jackson, and Christina Cannarella - Committee Members

Cheryl Blizin, Michele Marra, Evelyn McOmie, Jennifer Williamson, Alan Darby, Jennifer Williamson, and Sandra Rizo – Staff Members

Ami Sullivan, Rosalyn Daggs - Guests

Lucy Paz – Interpreter

Mike – Minutes Services

Absent: Michael Fernandez

I. Call to Order & Introductions

Marianne Davis, chair, called the meeting to order at 6:02 p.m. Introductions were made.

II. Public Input

There was no public input

III. Consent Items

A. Approval of Agenda

Recommendation to move items IV.A and IV.B after letter IV.J and start agenda with item IV.C was approved as modified.

M/S/C (M. Davies/L. Martinez) To approve the agenda as modified.

B. Approval of Minutes of August 2nd Meeting

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

Sharoll Jackson was not present at the last meeting as she didn't know she was part of this committee and she didn't receive the materials.

Of note, a meeting held on October 18, 2021 with Ami Sullivan-Kinetic Flow was for the sole purpose of reviewing Kinetic Flow's strategic planning process; the meeting was not public nor a standard SPC meeting and thus, meeting minutes were not taken.

IV. Committee Business

- A. Frequency of SPC Meetings: Discuss/vote to move meetings from quarterly to monthly for duration of Strategic Planning Process

Proposed dates for monthly Strategic planning mtg. – 1st Monday of the month until the March 2022 retreat. Dates are December 6, 2021, January 3, 2022, January 31, 2022, February 28, 2022 and retreat in March 2022. Proposed time will be 6-8 p.m. for these meetings.

- B. Determine process for communicating with SPC – Kinetic Flow – SPC – Board, SPC Meeting Schedule

Process for communicating between SPC and Kinetics Flow will be streamlined. The point person to communicate between Ami and SPC will be Ruth and Sandra. Ami will communicate with Ruth and Sandra and Ruth and Sandra will communicate with SPC members and vis versa. If there are any issues, questions, concerns from SPC members, they will address Ruth and Sandra, and Ruth and Sandra will contact Ami.

- C. Determine process for approving Kinetic Flow documents/processes

The process for approving documents in between meetings will be to use the 50% quorum as the majority for decision making.

- D. Propose/Approve list of individuals for the Leadership Interviews to be conducted by Kinetic Flow

A list of representatives associated with various entities such as parent consumer advocate groups, State Council, Department of Developmental Disabilities, Office of Clients Rights Advocacy, service provider community, and Family Focus Resource Center was presented to the committee. It was suggested to add a member from the CAC; also seek Jessica Gould, self-advocate & former Board member to the list. It was suggested to consider expanding interviews to individuals with age specific experience such as Early Start, Adults, Transition, as well as seek representation from the three valleys. Jason Francisco was agreed upon as the interviewee from DDS, Kathleen Secchi from FFRC- Santa Clarita Valley Office. It was also recommended to add someone from Dept. of Mental Health.

Add SDP consumer/parent, Josefina Romo, Sofia Cervantes from State Council, Kristine Gutierrez, Kathleen Secchi, FFRC, Principal at Leichman, someone from Dept of Rehab, a physician (C. Cannarella will find someone). Dr DeAntonio, LAUSD, Timothy Sweeny from Miller Career & Transition Center, Ryan Morse, principal at Leichman.

E. Review/Provide input for Kinetic Flow's Leadership Interview Questions

The last objective is meeting with the Strategic Planning Committee on June 20th to discuss planned rollout & presentation of plans to stakeholders, which should happen earlier in the proposed timeline because once it's presented to the Board, that information should already be determined.

The next strategic planning meeting post-retreat is March 28th. Does this need to be moved?

The goals setting at the Strategic Planning Retreat should not be confused with the goals that will be discussed in the leadership areas (March 21st & April 22nd). The goals at the Retreat will be an operational overview. When discussed amongst the leaders, they will bring specific targets and benchmarks that speaks to the strategic plan.

Committee members reviewed the interview questions and recommended adding a question about crisis intervention, which may be part of mental health area. Additional questions recommended includes the following:

- How well does NLACRC respond to crisis?
- How individual became engaged with the RC?
- What generated the engagement?
- What introduced you to using the RC?

F. Identify local organizations/do outreach and best strategy for connecting with stakeholders. What is the plan to get final survey out to consumers and families?

Committee discussed various stakeholders and the committee identified the need to consider individuals that are non-verbal, and those who cannot read or write etc. Also include individuals that do not have family and cannot be easily reached e.g., residential homes/intermediate care facilities, difficult to reach, etc. With HCBS CMS Final Rule coming up, committee shared the importance of making sure we get this information out to as many consumers as possible. Committee shared that it is important to hear the needs from direct care providers who are caring for consumers daily. An in-depth PCP is going to be important.

Reach out to Cathy Blin who has family member in residential setting to get suggestions on how to reach this group. Ruth or Lety will reach out to Cathy Blin. Recommend that Jessica Gould be an interviewer, Christina Cannarella volunteered to partner with Ami to do interviews.

- G. Discuss retreat dates/schedule (March 11th/12th 2022 or March 12th/20th or Other)

Discussion was held about where to hold venue for the retreat. It was suggested that the retreat be held in Santa Clarita and that Ruth would look for venue options for the committee consideration. The committee Agree upon dates or March 11th & 12th - 2hrs on Friday, 6 hrs. on Saturday. Start time on Friday will be 6-8 p.m., and 9am-3pm on Saturday.

ACTION: Ruth to look for hotel in Santa Clarita.

- H. Review of Proposed Timeline: changes, concerns, suggestion

Discussion was held about ensuring that would try to stick to the proposed timelines. It was proposed to move the June 20th date to an earlier date. Also, the week of April 13th will not work for Ruth, March 28th will work for Ruth instead of April 4th.

- I. FY 21-22 Committee Priorities

This agenda item was tabled till the next committee meeting.

- J. Diversity, Equity & Inclusion Policy Steering Committee

Committee was provided with brief background on the development of the Diversity, Equity & Inclusion Policy Steering Committee and how it differs from the Disparity Committee.

Timeline agreed upon for group composition is November 1, 2021 which will include 3 Board members, 3 NLACRC staff, 3 External Stakeholders, and 1 Legal Counsel. Recommendation was made to include people that have experience with policy making and connection with the population we are trying to connect with. Deputy Director-CFO volunteered to assist Chief of Program Services with counsel representation. The first DEI Policy Steering Committee meeting will be in January 2022 at which point the meeting schedule will be set-up.

Chief of Program Services will provide an update at the next Strategic Planning Committee meeting.

K. Performance Contract Updates

1. Draft CY 2022 Performance Contract with Metrics

The Executive Director and the Chief of Program Services reviewed the draft Performance Contract for FY 2022, and input and recommendations were provided by committee members. One of the recommendations was to add SDP as part of the training for Service Coordinators.

L. Community Integrated Employment/Paid Internship Program (CIE/PIP)

1. 1st Quarter CIE and PIP Activities

Report was reviewed with committee members and presenter touched on micro enterprise for individuals with developmental disabilities. Copy of the report was included in the committee's packet on page 44

2. Statewide DDS CIE/PIP Summary Reports: No Report

No summary report was available for DDS CIE/PIP

M. 1st Quarter Report on Program Closures

Report was reviewed with committee members and a copy of the report was included in the committee's packet on page 45.

N. 1st Quarter Report on New Vendorizations

Report was reviewed with committee members and a copy of the report was included in the committee's packet on page 46.

O. Update on Health and Safety Waiver Exemptions

1. Submissions: No Report

There have been no health and safety requests processed.

2. Approvals: No Report

There have been no health and safety requests approved.

P. Strategic Plan Year 4 Update

Defer to the next SPC meeting.

V. Board Meeting Agenda Items

- A. Minutes of the November 1st Meeting
- B. DDS Approval of 2021 Performance Contract
- C. 1st Quarter Report on CIE/PIP Activities
- D. 1st Quarter Report on Program Closures
- E. 1st Quarter Report on New Vendorizations
- F. Tentative dates for retreat
- G. Update on Strategic Plan discussed at this meeting
- H. Diversity, Equity & Inclusion Policy Steering Committee
- I. Recruitment Composition

VI. Announcements / Information / Public Input

- A. Next Meeting: Monday, December 6th at 6:00 p.m.

Public Input:

Lety attended Foothill Autism Alliance event for teenagers with Autism. The event offered workshops on relationships/sexuality – This information was brought to the SPC attention to help promote the agencies' activities – More information to come.

Christina met with chancellor at LA Valley College regarding inclusion, equity, and diversity to support more regional center consumers at community colleges.

VII. Adjournment

- M. Davis adjourned the meeting at 9:42 pm.

Submitted by,

Sandra Rizo

Executive Admin. Assistant

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