

**NORTH LOS ANGELES COUNTY REGIONAL CENTER (NLACRC)
9200 OAKDALE AVENUE, SUITE 100
CHATSWORTH, CA 91311**

**MINUTES OF THE BOARD OF TRUSTEES MEETING
VIRTUAL MEETING
MARCH 12, 2025 7:00 P.M.**

BOARD OF TRUSTEES:

Sharmila Brunjes (First Vice President and Board Secretary), Curtis Wang (Second Vice President), Anna Hurst (Treasurer), George Alvarado, Alex Kopilevich (VAC Chair), Leticia Garcia (ARCA Rep), Cathy Blin, Nicholas Abrahms, Jason Taketa, Jacquie Colton, Jeremy Sunderland, Laura Monge, Jennifer Koster

ABSENT:

Juan Hernandez (President)

STAFF:

Angela Pao-Johnson - Executive Director, Evelyn McOmie – Deputy Director, Vini Montague – Chief Financial Officer, Betsy Monahan – Human Resources Director, Megan Mitchell, Chris Whitlock, John Van de Riet, Arezo Abedi, Lindsay Granger, Sandra Rizo, Kim Visokey, Arshalous Garlanian, Donna Rentsch, Michael Karpman, Victor Vitalis, Silvia Renteria-Haro

GUESTS:

Mark Wolfe – DDS Tech. Advisor, Tresa Oliveri – DDS Tech Advisor, Xochitl Gonzalez – DDS, Brian Winfield – DDS, Ernie Cruz—DDS, Michie Gates – DDS, Aaron Abramowitz – Council to the Board, Nicholas Mendoza, Ricky Valle (Interpreter), Lea Munoz (Director of Services at Integrated Resources Institute - IRI), Charlotte Tay, Scott Seamands (Lindquist, Von Husen and Joyce LLP), Elena Tiffany, Thea Edolsa (Lindquist, Von Husen and Joyce LLP), Suad Bisogno, Jose Dominguez, Jekora Robinson, Christian Villafuerte, Lori Walker, Victoria Berrey, La Jannelle Smith, Yolanda Gacia, Patty Gutierrez, Rebecca Ernewein, Richard Dier, Lillian Martinez, Miriam Erberich, Sol Garza (Interpreter),

1. CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 6:04 p.m.

Sharmila Brunjes Second V.P. and Board Secretary shared the mission and vision of the NLACRC and reminded attendees of the Board of Trustees Civility Code.

2. IMPACT STORY FROM INDIVIDUAL SERVED

Lea Munoz, Director of Services at Integrated Resources Institute (IRI), shared an impact story at the request of an individual served, Kennedy, who expressed gratitude for their coach's help getting a full-time job at Home Depot.

3. BOARD MEMBER ATTENDANCE/QUORUM

Board members were confirmed in attendance on Zoom.

4. **AGENDA – APPROVAL**

On a motion made by Curtis Wang, seconded by Jeremy Sunderland, it was resolved to approve the agenda as presented. Motion carried.

5. **PUBLIC INPUT & COMMENTS—RESERVED FOR AGENDA ITEMS**

There were no public comments.

6. **CONSENT/ACTION ITEMS**

On a motion made by Curtis Wang, seconded by Jeremy Sunderland, it was resolved to approve the Special Board of Trustees meeting minutes held on February 12, 2025, as amended. Motion carried.

On a motion made by Jeremy Sunderland, seconded by Cathy Blin, it was resolved to approve the Board of Trustees meeting minutes held on February 12, 2025, as presented. Motion carried.

7. **ACTION ITEMS**

7.1 **FY2023-2024 Audited Financial Statements**

On a motion made by Jennifer Koster, seconded by George Alvarado, it was resolved to approve the draft audited financial statements, as presented. Motion carried.

Scott Seamands provided an in-depth overview of management and the auditor's responsibilities and identified key audit risks, including revenue and expense recognition and compliance. He confirmed no alleged or actual fraud was noted and that there was an unmodified clean audit opinion.

A weakness in internal controls was indicated with regard to undeposited checks from DDS of approximately \$9.6 million that were held for up to six months. Additionally, DDS advance offsets of approximately \$217 million were not recorded due to a staff performance issue.

Scott Seamands suggested implementing a system to identify when cheques are not forwarded for deposit, which would be followed by a reconciliation with the records of DDS for the faster detection of discrepancies. It was confirmed that the issue has since been remedied.

7.2 **Conflict of Resolution Plan**

On a motion made by Jeremy Sunderland, seconded by George Alvarado, it was resolved to approve the conflict of resolution plan for Jacquie Colton. Motion carried.

Jacquie Colton abstained from the motion.

7.3 **Approval of Purchase of Services Startup Contracts**

On a motion made by Cathy Blin, seconded by Alex Kopilevich, it was resolved to approve the Brillian Corners, PL288-999 contract amendment. Motion carried.

On a motion made by Jennifer Koster, seconded by George Alvarado, it was resolved to approve the CPP/CRDP startup projects by various vendors. Motion carried.

7.4 Approval of Operations Contract

On a motion made by George Alvarado, seconded by Jennifer Koster, it was resolved to approve the operations contract. Motion carried.

7.5 Approval of Reviewed Whistleblower Policy

On a motion made by Jeremy Sunderland, seconded by George Alvarado, it was resolved to approve the reviewed whistleblower policy pending consolidation of a policy being consolidated to be inclusive of all members within the NLACRC community. Motion carried.

7.6 Approval of Reviewed Standards of Conduct Policy

On a motion made by George Alvarado, seconded by Cathy Blin, it was resolved to approve the reviewed standards of conduct policy. Motion carried.

7.7 Sunset Current Strategic Plan

On a motion made by Alex Kopilevich, seconded by Jeremy Sunderland, it was resolved to sunset the current strategic plan. Motion carried.

7.8 Approval to Move Strategic Planning Committee to Ad Hoc Committee

On a motion made by Anna Hurst, seconded by Laura Monge, it was resolved to approve the transition of the strategic planning committee to an ad-hoc committee. Motion carried.

DDS recommended reducing the number of committees, and Anna Hurst explained that the committee's work would be utilized when deemed most effective and necessary.

7.9 Approval of Revised Bylaws

On a motion made by Jeremy Sunderland, seconded by Alex Kopilevich, it was resolved to approve the decrease in the required number of Board Trustees from 14 down to 12. Motion carried.

On a motion made by Leticia Garcia, seconded by Cathy Blin, it was resolved to approve the addition of "advise the Board of Trustees on developing a long-range resource development plan" to page 136, article 7, section 4. Motion carried.

On a motion made by George Alvarado, seconded by Nicholas Abrahms, it was resolved to approve sending the revised bylaws as presented, subject to amendments, to DDS. Motion carried.

The Board discussed potentially reducing the number of Board and Committee meetings annually with the goal of presenting more information in public meetings. The Committee roles were also to be revised to President, Vice President, Treasurer, Secretary, and ARCA Representative, eliminating the alternative ARCA Representative and Vice President slots.

Concerns about the decrease in Board meetings were raised, and it was noted that holding more meetings is better perceived by the public. It was also suggested that meetings be held every six weeks instead of monthly or additional Executive Committee meetings should be held to address urgent issues as they arise.

7.10 Approval of Committee List Updates and Committee Appointments

On a motion made by Curtis Wang, seconded by Laura Monge, it was resolved to defer the approval of the Committee list updates and appointments. Motion carried.

8. COMMITTEE BUSINESS

8.1 Financial Reports for October 2024 through December 2024

Vini Montague, Chief Financial Officer, provided an in-depth overview of the financial reports for Q4 2024.

9. EXECUTIVE DIRECTOR'S REPORT

Angela Pao-Johnson, Executive Director, presented the Executive Director's Report. She highlighted the following items:

- Caseload ratios decreased by 17.7% in just 11 months.
- NLACRC has a net gain of 84 employees for the fiscal year and is about to surpass 2024's performance for recruiting and retention
- Intake volume is approximately 880 per month.
- NLACRC is in full pre-production for a new podcast series, with the first podcast scheduled for mid-March, 2025.
- DDS is going to revise the Family Needs Assessment tool to reduce length and minimize duplication with the IPP process.
- Concerns by financial officers were raised regarding cash flow issues due to higher payments due to rate model implementation, and DDS is working to determine if contract amounts align with their needs.
- Some Early Start providers have reported missing QIP payments which was related to delays in shifting children from Status 0 and Status 1, noting Status 0 children were ineligible for the incentive.
- DDS is to finalize the vendorization standardization process by June 30, 2025.
- Provider agreements for transportation are to provide further insight into providers whose "held harmless" rates exceed the new model calculations.
- DDS will be submitting a legislative report defining generic services, identifying barriers to access, outlining current efforts to improve access and recommendations for enhancement by June 30, 2025.
- DDS has initiated the Implicit Bias Training program.
- Legislative focus areas were relayed for ARCA's Grassroot event on March 3, 2025, and March 4, 2025.
- The recruitment section under center updates was noted to be outdated and would be amended.
- Some services for social recreation reimbursements were expanded effective March 1, 2025.
- Brief overviews were provided for several upcoming outreach programs.
- Total consumers served for 2025 are 38,678.
- NLACRC's Quality Assurance Team conducted 111 residential visits.
- Brief overviews were provided for upcoming disability organization events and activities.

10. ITEMS 10-21 REPORTS RECEIVED

The Board received the following committee reports for information:

- Self-Determination Program.

- Association of Regional Center Agencies.
- Administrative Affairs Committee.
- Consumer Advisory Committee.
- Consumer Services Committee.
- Executive Committee.
- Government and Community Relations Committee.
- Nominating Committee.
- Post-Retirement Medical Trust Committee.
- Strategic Planning Committee.
- Vendor Advisory Committee.

As reports were presented, no observations and comments were noted.

11. OLD BUSINESS/NEW BUSINESS

11.1 Board and Committee Meeting Attendance Sheets/Time Report

Any members interested in chairing a committee were requested to contact Sharmila Brunjes.

11.2 Meeting Evaluation Survey Link

Sharmila Brunjes requested that all trustees fill out the meeting evaluation survey to provide feedback on today's meeting.

12. ANNOUNCEMENTS/INFORMATION/PUBLIC INPUT

Alex Kopilevich commented that the "Life After High School" fair is scheduled for April 8, 2025.

George Alvarado commented that the Self-Advocacy group has a meeting scheduled for March 18, 2025.

Laura Monge said they would participate in a resource fair on March 15, 2025.

Lillian Martinez commented that they continue to offer support for consumers and families. They also noted that they had contacted representatives regarding the false witness reports from DDS.

La Jannelle Smith said they are still awaiting their vendor contract after four months. Angela Pao-Johnson requested that they provide their e-mail to Board support to discuss.

Leticia Garcia thanked Sharmila Brunjes for chairing the meeting, and Sharmila Brunjes thanked everyone on the Board and staff.

13. NEXT MEETING

The date of the next Board of Trustees meeting is scheduled for April 9, 2025, at 6:00 p.m.

14. ADJOURNMENT

The meeting closed at 8:56 p.m.

DISCLAIMER

The above document should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Director

Director
