

**Minutes of Regular Meeting
of
North Los Angeles County Regional Center
A Nonprofit Corporation**

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting at North Los Angeles County Regional Center, 15400 Sherman Way, Suite 170, Van Nuys, California, on August 8, 2012.

Trustees Present

Thomas Aguinaga
Richard Dier
Mary Jo Fernando
Craig Girard
Jenean Glover
Dawn Hamilton
Sharoll Jackson
Duane Joslin
Eric Leh
Katie Mead
William Rayber
Meredith Rimmer
Jeremy Sunderland

Trustees Absent

Yolanda Bosch
Martha Lopez
Jenni Moran

Staff Present

Diane Ambrose
Michele Marra
Vini Montague
George Stevens
Anna Whitlock

Guests

Stacie Anderle
Sharon Hagerty
Jason Nagle
Kathleen Secchi

1. Call to Order & Introductions

The meeting was officially called to order by Eric Leh, 1st vice president, at 6:30 p.m. when it was determined that a quorum was present. Introductions were made. Eric welcomed new members Dawn Hamilton and Mary Jo Fernando to the Board of Trustees!

2. Public Input & Comments (3 minutes)

3. Consent Items

A. Approval of Revised Agenda

Item 5.E. was added to the agenda and items 5.A.5. and 5.B.3. were combined.

M/S/C (T. Aguinaga/S. Jackson) To approve the revised agenda as modified.

B. Approval of June 13th Board Meeting Minutes

M/S/C (W. Rayber/T. Aguinaga) To approve the minutes as presented.

4. Discussion Topic: Board Member “Meet & Greet”

The board members took turns telling the other board members a little about themselves and how they got involved with the regional center system, and what made them want to join the Board of Trustees.

5. Committee Action Items

A. Administrative Affairs (Craig Girard)

* 1. Approval of Changes to Service Provider Insurance Policy

M/S/C (D. Joslin/T. Aguinaga) To approve the changes to the board’s Service Provider Insurance policy as presented.

* 2. Approval to Pay Additional ARCA Dues

M/S/C (D. Joslin/K. Mead) To approve payment of additional ARCA dues in the amount of \$6,446.00.

* 3. Approval of Contract with Dr. Irwin Weinstein

M/S/C (T. Aguinaga/S. Jackson) To approve the 5-year contract with Dr. Weinstein in the amount of \$442,400.

* 4. Approval of Contract with Dr. Sarla Karan

M/S/C (D. Joslin/T. Aguinaga) To approve the 5-year contract with Dr. Karan in the amount of \$525,000.

Action: The signature pages for the contracts with Dr. Weinstein and Dr. Karan need to be corrected to reflect that Craig Girard is the board treasurer and Jenean Glover is the board secretary before they can be signed by those officers.

* 5. Approval to Change August 29th Administrative Affairs & Executive Committee Agendas

M/S/C (D. Joslin/K. Mead) To approve changing the August 29th Administrative Affairs and Executive Committee agendas to accommodate

an hour-long presentation by Lautze & Lautze.

B. Executive Committee (Eric Leh for Yolanda Bosch)

- * 1. Approval of Changes to Board Budget for FY 2011-12

M/S/C (D. Joslin/S. Jackson) To approve the changes to the FY 2011-12 board budget as presented.

- * 2. Approval of Projected Board Budget for FY 2012-13

M/S/C (D. Joslin/S. Jackson) To approve the FY 2012-13 board budget as presented.

C. Government & Community Relations (Jeremy Sunderland)

- * 1. Approval to Support AB 2338 (Chesbro/Beall)

M/S/C (D. Joslin/W. Rayber) To take a support position on AB 2338 (Chesbro/Beall) regarding the Employment First policy.

D. Nominating Committee (Meredith Rimmer)

- * 1. Approval to Cancel September, October, and November Meetings

M/S/C (T. Aguinaga/S. Jackson) To approve the cancellation of the Nominating Committee's scheduled meetings in September, October, and November 2012.

- * 2. Approval to Move January 2nd Meeting to January 3rd

M/S/C (T. Aguinaga/S. Jackson) To approve moving the Nominating Committee meeting scheduled for January 2nd to January 3rd.

E. Consumer Advisory Committee (Mary Jo Fernando)

- * 1. Approval of FY 2012-13 CAC Goals

M/S/C (J. Sunderland/K. Mead) To approve the Consumer Advisory Committee's goals for FY 2012-13 as presented.

6. Director's Report

George addressed the following areas in his report: allocation methodology; the state budget for FY 2012-13; legislation; regional center operations; and community activities. Copies of the director's report were provided to the board along with the center's monthly quality assurance, consumer statistics, and special incident reports. Also attached to his report were: a copy of the Department of Developmental Services' preliminary allocation figures for all 21 regional centers; a summary of the budget actions taken by the Senate Committee on Budget and Fiscal Review; and the board's letter to DDS regarding the center's plan of correction for meeting the required caseload ratios. After George completed his report, the board members raised a lot of questions regarding the center's implementation of the trailer bill language that will require families' insurance companies to cover autism-related services (e.g. behavioral services).

Action: George will ask Dr. John Youngbauer to come to the next Consumer Services Committee to give an overview of the center's implementation plan of the new law that will require families to ask their insurance companies to cover autism-related services.

7. Administrative Affairs Committee

A. Minutes of the July 25th Meeting

The meeting minutes were included in board packet # 2.

B. Financial Report for June 2012

The financial report showed that the operations budget is \$32,646,051 with a projected surplus of \$627,080. Our purchase of service (POS) budget is \$239,539,358 with a projected deficit of \$4,676,961. The POS deficit has dropped by \$2,914,012 since the last report.

C. 4th Quarter Human Resources Report

During the 4th quarter of last fiscal year, the center had 49 positions on hold, 7 new hires, 1 promotion, and 4 separations for a quarterly turnover rate of 0.10%.

8. Association of Regional Center Agencies (ARCA)

A. Report on June 21 & 22, 2012 Meetings

Jeremy gave a report on the last ARCA meetings. Many of the ARCA board members expressed their concerns that the board president was not following

correct procedures in terms of communicating with DDS by not communicating with them through ARCA's executive director. The board president is now aware of the board's concerns and agreed to follow the correct communication procedures. This will allow ARCA's executive director to be able to function the way the membership wants her to. The ARCA Executive Committee is about to begin her evaluation process to let her know whether or not she will continue in her position for another year. Craig added that the board also discussed the new annual fee of \$200 that must be paid to DDS. ARCA reported that, to date, \$523,000 has been collected from 22,000 families by the 21 regional centers (DDS is expecting \$3.6 million in total savings). To date, NLACRC has collected \$47,325 from 238 families for DDS. The minutes from the ARCA Board of Directors meeting were included in board packet # 2.

Also, George clarified for William Rayber and Duane Joslin that the chair of the ARCA Consumer Advisory Committee is invited to participate in the ARCA Executive Committee and ARCA Board of Directors meetings.

B. Next Meetings: August 16 & 17, 2012 (Sacramento)

9. **Consumer Advisory Committee**

A. Minutes of June 5th Meeting

The minutes were included in board packet # 1.

B. Minutes of August 7th Meeting – *Deferred*

10. **Consumer Services Committee**

A. Minutes of July 18th Meeting

The minutes were included in board packet # 1.

B. 4th Quarter Update on the Transition to Managed Care

C. 4th Quarter Exceptions/Exemptions Report

D. 4th Quarter Consumer Diagnosis Report

Copies of these 3 reports were included in board packet # 1. Please see Jeremy with any questions.

11. **Executive Committee**

A. Minutes of July 25th Meeting

The minutes were included in board packet # 2.

B. Proposed Board Goals (Primary Activities) for FY 2012-13

The proposed board goals for this fiscal year were included in board packet # 2. The goals will be presented at next month's board meeting for approval.

C. Board Action Log for FY 2011-12 – *Deferred*

D. Executive Director's Evaluation Process

Each year, board members are required to complete an evaluation of the executive director. Copies of the schedule, which outlines the process the board needs to take in order to conduct the evaluation, were included in board packet # 2 for the board's information. At next month's board meeting, Michele will review the blank evaluation form with the board.

E. Review Whistleblower Policy and Sign Acknowledgment

Board members were provided with the policy and asked to read it, sign the acknowledgment, and submit them to Eric so he can collect them for Jennifer.

12. Government & Community Relations

A. Minutes of July 18th Meeting

The minutes were included in board packet # 1.

B. Legislative Orientation & Training: Tuesday, August 28th

Michele and Sara will be providing a legislative orientation to our 3 new board members on Tuesday, August 28th, from 4:00 to 5:00 p.m. Other board members are welcome to join them if they would like. If interested, please contact Sara at (818) 756-6451 or by e-mail at siwashashi@nlacrc.org.

C. Candidates Forum & Voter Registration/Education Day

The center will be holding a candidates forum and voter registration/education day on Tuesday, October 16th, from 7:00 to 8:30 p.m., at Sam's Café at New Horizons. We have several Assembly and Senate that will be opening in our area

and we will be inviting the candidates for these positions to the forum. Save the date information for this event was included in board packet # 2. Katie stated that it would be very beneficial to encourage consumers to sign up to receive their ballots by mail; this would be especially beneficial in the Antelope Valley due to lack of transportation options.

13. **Housing Committee - *No Report***

14. **Nominating Committee**

A. Minutes of August 1st Meeting

The minutes were included in board packet # 2.

B. Term Length for Presidents and Role of Immediate Past President

The Nominating Committee has decided that they will focus on 2-year terms for board president. The Ad Hoc Bylaws Committee will be activated to discuss the role of the immediate past president and draft a policy statement for that position.

15. **Post-Retirement Medical Trust**

A. Minutes of July 25th Meeting

The minutes were included in board packet # 2.

B. Statement on Current Trust Value

The value of the trust assets as of July 23, 2012 was \$10,558,691, a decrease of \$33,739 since the last quarterly report. The rate of return for the quarter ending June 30, 2012 was -2.10%, the rate of return for the previous 12 months was .79%, and the annualized rate of return since the trust's inception, 92 months ago, was 4.49% (all net of fees). The fees paid to Union Bank to manage the trust come out of the center's operations budget, not from the trust itself.

16. **Strategic Planning Committee**

A. Minutes of August 6th Meeting - *Deferred*

B. Public Meetings for Draft 2013 Performance Contract

Copies of the draft contract and public meeting flyer were included in board packet # 2. The public meetings will be held at the Antelope Valley office on Wednesday, August 22nd, at 6:30 p.m. and at the San Fernando Valley office on Wednesday, August 29th, at 3:00 and 6:30 p.m.

17. Vendor Advisory Committee

A. Minutes of June 7th & August 2nd Meetings

The minutes were included in board packet # 2.

18. Old Business / New Business

A. Attendance Sheets

Board and board committee meeting attendance sheets are always included in board packet # 1. Please review them for accuracy.

B. Complete Meeting Evaluation

Eric asked the board members to please complete evaluation forms after the meeting and submit them to him with any comments.

C. Visitation Reports

No visitations were reported.

19. Announcements / Information / Public Input

A. Craig reported that he recently attended a newly annual event called, "Stephanie's Day." The regional center did not participate in the event this year, but the Government & Community Relations Committee is interested in getting involved with that event next year.

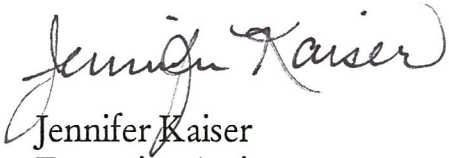
B. Next Board Meeting: Wednesday, September 12th, at 6:30 p.m. (Van Nuys)

C. George shared that he will be having surgery and will be out of the office most of next month. Diane Ambrose will be in charge in his absence.

20. Adjournment

Eric adjourned the meeting at 8:41 p.m.

Submitted by,



Jennifer Kaiser
Executive Assistant

for:



Jenean Glover
Board Secretary

[badmin.aug8.2012]

