

**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 September 11, 2013.

Trustees Present

Daniel Becerra
Yolanda Bosch
Mary Jo Fernando
Craig Girard
Jenean Glover
Jessica Gould
Dawn Hamilton
Sharoll Jackson
Duane Joslin
Jenni Moran
Debra Newman
William Rayber
Meredith Rimmer
Jeremy Sunderland

Trustees Absent

Eric Leh
Martha Lopez
Jay Lytton
Tavia Wooley

Staff Present

Diane Ambrose
Sara Iwahashi
Jennifer Kaiser
Michele Marra
Kim Rolfes
George Stevens
Anna Whitlock

Guests Present

Victoria Berrey
Carolyn Caldwell
Gerald Robles
John Swicegood
Gay Wane

1. Call to Order & Introductions

The meeting was officially called to order by Jenean Glover, for Eric Leh, president, at 6:32 p.m. when it was determined that a quorum was present. Introductions were made. Jenean welcomed new members Jessica Gould and Debra Newman to the board!

2. Public Input & Comments (3 minutes)

- A. Gay Wane shared copies of a letter that New Horizons received from the City of Los Angeles regarding non-emergency medical transportation in L.A. County. The city is expecting service providers who provide transportation or who transport their own consumers to acquire permits for their vehicles and staff. This is an added expense which most service providers cannot afford.
- B. Gay also provided the board with copies of an information packet that Area Board 10 has developed and is distributing called, "Enough is Enough," which contains anti-bullying strategies for students with developmental disabilities, their families, and their schools.

- C. The Family Focus Resource Center (FFRC) is going to hold a Special Needs Resource Fair on Saturday, November 23rd, from 10:00 a.m. to 2:00 p.m. at California State University, Northridge. The center funds the FFRC and will be actively promoting this event. Flyers for the fair were provided.

3. Consent Items

- A. Approval of Revised Agenda (*Packet #2, page 158*)

M/S/C (J. Moran/Y. Bosch) To approve the revised agenda as presented.

- B. Approval of August 14th Board Meeting Minutes (*Packet #1, page 7*)

M/S/C (Y. Bosch/W. Rayber) To approve the minutes as presented.

4. Presentation: NLACRC's Draft 2014 Performance Contract

Sara Iwahashi, the center's public information and training supervisor, presented the outcomes of the performance contract public meetings and then presented the draft performance contract to the board and answered the questions afterwards. The draft contract will be presented to the board again next month for approval.

Action: The board recommended that the Strategic Planning Committee consider conducting a consumer satisfaction survey as part of the center's 2015 performance contract.

5. Committee Action Items (*Packet #1, page 27*)

- A. Administrative Affairs Committee (Meredith Rimmer)

- * 1. Approval of Draft Zero Tolerance Policy

Additional changes were made to the policy since it was presented at last month's board meeting. The changes were noted.

M/S/C (D. Joslin/J. Gould) To approve the Zero Tolerance Policy on Consumer Abuse and Neglect, as modified.

- * 2. Approval of Draft Recovery Policy

M/S/C (Y. Bosch/D. Newman) To approve the draft Recovery Policy as presented.

- * 3. Approval of Contract with Nicolette Barrischoff

M/S/C (D. Joslin/Y. Bosch) To approve the contract with Nicolette Barrischoff for the projected amount of \$928,397 over the 5-year contract term.

B. Consumer Services Committee (Jeremy Sunderland)

- * 1. Approval of Behavioral Services Proposal

Copies of the proposal were presented to the board. George explained that this is just a framework, the details still need to be fleshed out.

M/S/C (D. Joslin/J. Gould) To approve the center's proposed applied behavior analysis treatment model.

C. Government & Community Relations Committee (Jeremy Sunderland)

- * 1. Approval of Committee's Priority Issues for FY 2013-14

M/S/C (J. Sunderland/D. Becerra) To approve the Government & Community Relations Committee's priority issues for FY 2013-14 as presented.

D. Executive Committee (Jenean Glover for Eric Leh)

- * 1. Approval of Proposed Revisions to Transparency Policy

M/S/C (Y. Bosch/S. Jackson) To approve the proposed revisions to the Transparency Policy as presented.

- * 2. Approval of Proposed Changes to FY 2012-13 Board Budget

The budget for last fiscal year was \$52,950.00 and \$45,730.39 was actually spent. We are seeking the board's approval to move \$500 from the Legislative Breakfast category to cover additional transportation costs. We are also asking for the release of the remaining unused funds (\$8,219.61) so they can be used to make a contribution towards the center's post-retirement medical trust.

M/S/C (D. Joslin/D. Becerra) To approve the \$500 change to the board budget and to approve releasing the remaining unused funds in the amount of \$8,219.61 so it can be used to make a contribution to the post-retirement medical trust.

* 3. Approval of Proposed Changes to FY 2013-14 Board Budget

M/S/C (D. Newman/Y. Bosch) To approve adding \$16,000 to the board's budget for this fiscal year to cover the 2 candidates' forums (\$4,000 each) and a 2-day intensive board retreat in May (\$8,000).

E. Vendor Advisory Committee (Jenni Moran)

* 1. Approval of Committee's Priority Activities for FY 2013-14

M/S/C (Y. Bosch/S. Jackson) To approve the Vendor Advisory Committee's priority activities for FY 2013-14 as presented.

6. **Director's Report** (*Packet #2, page 163*)

George addressed the following areas in his report: allocation methodology; the state budget; legislation; regional center operations; and community activities. Copies of the director's report were included in the meeting packet along with the center's monthly quality assurance, consumer statistics, and special incident reports. Also attached to the report were: a copy of Senate Bills 267, 468, and 555, and Government Code Sections 11135-11139.7.

Action: As the governor will be appointing a new director for the Department of Developmental Services (DDS), due to Terri Delgadillo's pending retirement, the board recommended that the Executive Committee draft a letter, for the board's approval, to the secretary of the Department of Health and Human Services respectfully submitting policy issues and the leadership and collaboration that will be required by the new director to address them. The letter will be copied to the governor.

7. **Association of Regional Center Agencies**

A. Report on Meetings held August 15th & 16th (San Diego)

Jeremy provided the following highlights from last month's ARCA Board of Directors meeting:

1. The resignation of Terri Delgadillo, DDS director, was announced.

2. Terri was not present at the meeting so there were many questions they delegates wanted to ask that could not be answered.
3. The proposed self-determination program was discussed. This program, if approved by the governor, will still require federal approval. Also, Area Board 10 will be tasked with establishing an advisory committee for the program.

B. Next Meetings: October 17th & 18th (Los Angeles)

NLACRC Board members are encouraged to attend the ARCA Board of Directors meeting when they are held locally. The next meeting will be held Friday, October 18th, at the Embassy Suites in Los Angeles.

Action: Any board members interested in attending the October 18th ARCA Board of Directors meeting should contact Jennifer so she can RSVP their attendance to ARCA and cover the cost of their lunch.

8. **Administrative Affairs Committee** (*Packet #2, page 193*)

A. Minutes of the August 28th Meeting

Please see Meredith with any questions regarding the meeting minutes.

B. Financial Report for July 2013

The financial report showed that the operations budget is \$33,469,768 with projected expenses of \$33,534,284, leaving a deficit of \$64,516. The purchase of service (POS) budget is \$245,355,009 with projected expenses of \$245,384,054 leaving a deficit of \$29,045. The family resource center budget is \$113,193 with no projected deficit or surplus. No community placement plan funding has been received as yet. So far, the center's total budget for this fiscal year is \$278,937,970, but we won't know the actual figures, in terms of deficits or surpluses until we complete our first sufficiency of allocation report (SOAR) next month.

C. 4th Quarter Financial Graphs

The graph showed no surplus or deficit in July or August because DDS had not provided centers with their POS allocations yet. Starting in September, the projected POS deficit was between \$19 million and \$25 million, which continued to increase in October and November. The POS deficit has been steadily

decreasing and for the 4th quarter, the graphs reflect a projected POS deficit of \$12,241.104.

9. Consumer Advisory Committee (*Packet #2, page 210*)

- A. Minutes of the August 6th and September 3rd Meetings
- B. Updated CAC Event Calendar

Please see Mary Jo with any questions regarding the minutes or the calendar.

10. Consumer Services Committee (*Packet #1, page 58*)

- A. Minutes of August 21st Meeting

Please see Jeremy with any questions regarding the meeting minutes.

- B. 4th Quarter Appeals and Hearings Report

During the 4th quarter of FY 2012-13:

- 1. Eligibility: 398 Notices of Action were sent and 14 were returned (appealed).
- 2. Service: 244 Notices of Action were sent and 7 were returned.
- 3. Hearings: 7 fair hearings were held:
 - 6 eligibility hearings (1 dismissed, 4 denied, and 1 decision pending)
 - 1 service hearing (and the family withdrew during the hearing)
- C. Presentation of Proposed Changes to IPP Development Service Standard

Changes needed to be made to this service standard to reflect new trailer bill language regarding the center's payment of copayments and coinsurance. The language used was taken straight from the law. Board members were asked to review the changes and provide any feedback to Jeremy or Jennifer. The standard will be presented for approval at next month's board meeting.

11. Executive Committee (*Packet #2, page 223*)

- A. Minutes of the August 28th Meeting

Please contact Eric with any questions regarding the meeting minutes.

B. Review Blank Executive Director Evaluation Forms

A copy of executive director's performance evaluation timeline and a blank copy of the performance evaluation itself were provided and reviewed. The evaluation forms are always given to the board in September to prepare them for completing the forms in February.

C. Action Taken to Hold a Second Candidates Forum

The Executive Committee took action, on behalf of the board, to hold a second candidates' forum for the 2 candidates who win the September 17th special election for the local assembly seat for the 45th district. The forum will be held Tuesday, October 8th, at 6:30 p.m. at Sam's Café at New Horizons.

D. Action Taken to Support PathPoint Event

The Executive Committee took action, on behalf of the board, to support PathPoint's family resource event on Wednesday, September 25th, by advertising, encouraging staff and families to participate, and hosting a booth at the event.

12. **Government & Community Relations** (*Packet #1, page 82*)

A. Minutes of the August 21st Meeting

Please see Jeremy with any questions regarding the meeting minutes.

B. Report on Candidates Forum, held August 27th (Sam's Café)

Thanks to the hard work of staff and the combined partnership with our providers, the recent candidates' forum was a big success. Ten of the 11 candidates running for Bob Blumenfield's vacant assembly seat participated in the forum and over 200 people attended the event.

C. Legislative Update (Bill File)

13. **Housing Committee** (*Packet #1, page 133*)

A. Minutes of the August 12th Meeting

Please contact Eric with any questions regarding the meeting minutes.

14. Nominating Committee (*Packet #1, page 138*)

A. Minutes of August 7th Meeting

Please see Yolanda with any questions regarding the meeting minutes.

B. Succession Planning/Interest in Serving as a Board Officer Forms

Yolanda stated that 4 of the board officers are terming off this fiscal year: herself, Eric, Sharoll, and Jeremy. As such, Nominating Committee will be collaborating with the Executive Committee to work on an officer succession plan. Board officer interest forms were provided; please complete them ASAP and return them to Jennifer so she can make copies of them for the next Executive Committee meeting on September 24th. A potential slate of officers will be presented at the January board meeting and any incoming officers will begin grooming for the leadership positions.

15. Post-Retirement Medical Trust Committee - *No Report*

16. Strategic Planning Committee (*Packet #1, page 146*)

A. Minutes of August 5th Meeting

Please see Meredith with any questions regarding the meeting minutes.

17. Vendor Advisory Committee (*Packet #2, page 237*)

A. Minutes of the August 29th Meeting

Please see Jenni with any questions regarding the meeting minutes.

B. VAC Input on New Director

Jenni reported that the resignation of Terri Delgadillo is a huge opportunity for the system as a whole to encourage positive change. To that end following the last VAC meeting, the committee members broke into the workgroups to begin individual discussions on what characteristics/qualifications they would like the new DDS director to possess. Jenni compiled the input from the VAC workgroups and incorporated it into a letter to Eric Leh, board president. Copies of the letter were included in packet #2 for the board's information.

18. Old Business / New Business (*Packet #1, page 153*)

A. Attendance Sheets

Board meeting and board committee meeting attendance sheets are always included in packet #1 for each board meeting. Please review them so you are aware of your attendance status.

B. Complete Meeting Evaluations

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

C. Visitation Reports

No visitations were reported.

19. Announcements / Information / Public Input

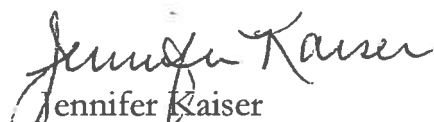
A. Eric sent an e-mail message out to the board asking for their interest in joining a committee to plan for the board retreat. Please remember to respond to his e-mail.

A. Next Meeting: Wednesday, October 9th, at 7:00 p.m. (Desert Haven, Lancaster)


20. Adjournment

Jenean adjourned the meeting at 8:31 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Sharoll Jackson
Board Secretary

