

**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 June 11, 2014.

Trustees Present

Mary Jo Fernando  
Craig Girard  
Jenean Glover (via phone)  
Jessica Gould  
Dawn Hamilton  
Duane Joslin  
Eric Leh  
Jay Lytton (via phone)  
Debra Newman  
William Rayber  
Meredith Rimmer  
Jeremy Sunderland  
Tavia Wooley

Trustees Absent

Daniel Becerra  
Jenni Moran

Guests

Juan Hernandez  
Myriam Jovel  
Louis Paparozzi  
Gerald Robles  
Jann Seymour  
Sean Stalbaum  
Angela White

Staff Present

Diane Ambrose  
Jennifer Kaiser  
Michele Marra  
Vini Montague  
Kim Rolfes  
George Stevens

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**1. Call to Order & Introductions**

The meeting was officially called to order by Eric Leh, president, at 6:40 p.m. when it was determined that a quorum was present. Introductions were made.

**2. Public Input & Comments** – There was no public input.

**3. Consent Items**

A. Approval of Revised Agenda (*Packet #2, page 160*)

**M/S/C** (D. Joslin/M. Rimmer) To approve the revised agenda as presented.

B. Approval of May 14<sup>th</sup> Board Meeting Minutes (*Packet #1, page 9*)

The last sentence on page 5 was corrected to read, “To remedy this situation, the Executive Committee *took* action...”

**M/S/C** (W. Rayber/M.J. Fernando) To approve the minutes as corrected.

#### 4. Committee Action Items

##### A. Nominating Committee (Dawn Hamilton) (*Packet #1, page 19*)

##### 1. Election of Nominees & Re-Nominees for FY 2014-15

##### \* a. Board of Trustees

**Action:** To elect Dorothy Daniels, Myriam Jovel, Lou Paporozzi, Sean Stalbaum, and Angela White to the Board of Trustees.

**Action:** To re-elect Jessica Gould and Debra Newman to the Board of Trustees.

##### \* b. Slate of Officers

**Action:** To elect the following slate of officers for FY 2014-15:

President: Jenean Glover  
1<sup>st</sup> Vice President: Meredith Rimmer  
2<sup>nd</sup> Vice President: Dawn Hamilton  
Treasurer: Dan Becerra  
Secretary: Debra Newman  
ARCA Delegate: Craig Girard  
ARCA Alternate: Tavia Wooley  
ARCA CAC Delegate: William Rayber  
ARCA CAC Alternate: Jessica Gould

##### \* c. Consumer Advisory Committee

**Action:** To elect Pam Aiona, Lesly Forbes, Daniel Garcia, Precious Malumfashi, and Jeffrey Thacker to the Consumer Advisory Committee.

**Action:** To re-elect Ed Catino and Juan Hernandez to the Consumer Advisory Committee.

##### \* d. Vendor Advisory Committee

**Action:** To elect Deborah Cutter, Fredlyn Berger, Mariela Feldman, Cynthia Fernandez, Kristin Hoefflin, and Eleshia Johnson to the Vendor Advisory Committee.

**Action:** To re-elect Wayne Tashjian and Gay Wane to the Vendor Advisory Committee.

B. Administrative Affairs (Meredith Rimmer) (*Packet #1, page 21*)

1. Approval of Contracts

- \* a. US Bank Certification Regarding Assets Managed by US Bank

**M/S/C** (D. Joslin/D. Newman) To approve the U.S. Bank Certification as presented.

- \* b. Home Ownership for Personal Empowerment (HOPE)

**M/S/C** (D. Joslin/M.J. Fernando) To approve the contract with HOPE as presented.

- \* c. National Support Services

**M/S/C** (D. Newman/D. Joslin) To approve the contract with National Support Services as presented.

- \* d. R&D Transportation Services, Inc.

**M/S/C** (J. Sunderland/J. Gould; Abstention: T. Wooley) To approve the contract with R&D Transportation as presented.

- \* e. ANKA Behavioral Health, Inc.

**M/S/C** (D. Hamilton/D. Newman) To approve the contract with ANKA Behavioral Health, Inc. as presented.

- \* f. CBEM, LLC

**M/S/C** (W. Rayber/D. Newman) To approve the contract with CBEM, LLC as presented.

- \* g. ELWYN California

**M/S/C** (J. Gould/T. Wooley) To approve the contract with ELWYN California as presented.

- \* h. Modern Support Services, LLC

**M/S/C** (T. Wooley/D. Newman) To approve the contract with Modern Support Services, LLC as presented.

- \* i. Aacres CA, LLC

**M/S/C** (D. Hamilton/D. Joslin) To approve the contract with Aacres CA, LLC as presented.

- \* j. Harbor Regional Center (FY 2011-12)

**M/S/C** (D. Joslin/M.J. Fernando) To approve the contract with Harbor Regional Center as presented.

- \* k. Harbor Regional Center (FY 2013-14) (*Packet #2, page 164*)

**M/S/C** (D. Joslin/J. Sunderland) To approve the contract with Harbor Regional Center as presented.

- \* l. West Bay Housing Corporation

**M/S/C** (D. Joslin/C. Girard) To approve the contract with West Bay Housing Corporation as presented.

- \* m. Amalia Sirolli, Ph.D., Clinical Psychologist

**M/S/C** (J. Sunderland/J. Gould) To approve the contract with Amalia Sirolli, Ph.D., as presented

- \* 2. Authorize an Officer to Secure Insurance in June for FY 2014-15

**M/S/C** (D. Hamilton/D. Joslin) To authorize the executive director or chief financial officer to obtain insurance binders and purchase insurance for FY 2014-15.

- \* 3. Approval of Change of Officer Resolution

**M/S/C** (D. Joslin/C. Girard) To authorize the appropriate incoming and outgoing board officers to sign the change of officer resolution as presented.

- \* 4. Approval of City National Bank Resolution (Funds Transfer Agreement)

**M/S/C** (D. Joslin/T. Wooley) To authorize the board secretary to sign the City National Bank Resolution (funds transfer agreement) as presented.

- \* 5. Approval of City National Bank Resolution (Bank Cards & Mgmt. Services)

**M/S/C** (D. Newman/W. Rayber) To approve the City National Bank Resolution for bank depositor (signature cards) and treasury management services as presented.

- 6. Approval of Facsimile Signature Addendums

- \*a. **M/S/C** (D. Joslin/M.J. Fernando) To authorize the incoming board president, treasurer, and secretary to sign the facsimile signature addendum for the center's *payroll* account as presented.

- \*b. **M/S/C** (W. Rayber/M.J. Fernando) To authorize the incoming board president, treasurer, and secretary to sign the facsimile signature addendum for the center's *business checking* account as presented.

- \* 7. Engagement Letter with Lautze & Lautze for FY 2013-14

**M/S/C** (C. Girard/D. Newman) To authorize the engagement letter with Lautze & Lautze for FY 2013-14.

C. Executive Committee (Eric Leh) (*Packet #1, page 47*)

- \* 1. Approval of Master and Critical Calendars for FY 2014-15

**M/S/C** (T. Wooley/J. Gould) To approve the board master and critical calendars for FY 2014-15 as presented.

- \* 2. Approval of Proposed Committee Assignments for FY 2014-15

Joan Major's name was removed from the committees she was assigned to.

**M/S/C** (D. Joslin/M.J. Fernando) To approve the committee assignments for FY 2014-15 as modified.

- \* 3. Approval of Proposed Board Budget for FY 2014-15

**M/S/C** (W. Rayber/D. Joslin) To approve the proposed board budget for FY 2014-15 as presented.

- \* 4. Approval of Donation to Support Self-Advocacy Conference

**M/S/C** (D. Hamilton/J. Sunderland) To approve the donation of \$1,000 to The Self Advocacy Board of L.A. County to help offset costs of their collaborative conference with Area Board 10 that will be held in September.

- \* 5. Approval of Changes to FY 2013-14 Board Budget (*Packet #2, page 176*)

**M/S/C** (W. Rayber/M. Rimmer) To approve moving \$1,496 from category 1 to category 2 of the board budget for FY 2013-14, to cover a shortfall.

C. Vendor Advisory Committee (Jenni Moran) (*Packet #1, page 71*)

1. Recommendations on Bill Positions

- \* a. SB 577 (Pavley): Support

**M/S/C** (D. Joslin/W. Rayber) To take a “support” position on SB 577 (Pavley).

- \* b. AJR 36 (Gonzalez) & SB 1109 (Hueso): Oppose unless Amended

**M/S/C** (C. Girard/D. Joslin; 4 opposed; 3 abstentions) To take an “oppose unless amended” position on AJR 36 (Gonzalez) and SB 1109 (Hueso).

**Action:** Michele Marra will ask Sara Iwahashi to draft letters reflecting the board’s position on these bills.

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5. **Discussion: Annual Board Retreat / Next Steps** (*Packet #2, page 177*)

**Action:** After discussion, the Board of Trustees agreed that the Strategic Planning Committee will be the lead committee to develop the center’s next steps, which will include: education and training for NLACRC’s staff and service provider committee and

developing a plan using “NLACRC Notes” from the training to identify unserved and underserved populations in areas of the center’s catchment area.

**6. Director’s Report** (*Packet #2, page 185*)

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.

**7. Association of Regional Center Agencies**

A. Next Meetings: June 19<sup>th</sup> & 20<sup>th</sup> (Glendale)

The ARCA Board of Directors meeting will be held Friday, June 20<sup>th</sup>. As the meeting is being held locally, board members are cordially invited to attend that meeting. Any board members interested in attending the meeting should contact Jennifer so she can let ARCA know that you’re coming.

**8. Administrative Affairs Committee** (*Packet #2, page 221*)

A. Minutes of the May 28<sup>th</sup> Meeting

The minutes were included in the board packet; please see Meredith with any questions.

B. Financial Report for April 2014

The operations budget is \$36,557,741 with no projected surplus or deficit. The purchase of service (POS) budget is \$263,808,850 with a projected deficit of \$22,632,082. The drop in the POS deficit is attributed to the receipt of our E-4 allocation from the Department of Developmental Services (DDS) which was almost \$8 million.

C. 3<sup>rd</sup> 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. In October, the center’s projected POS budget was between \$31.6 and \$34.3 million and the deficit has been steadily decreasing since that time. At the end of the 3<sup>rd</sup> quarter, the projected POS deficit was between \$21.7 and \$22.6 million.

**9. Consumer Advisory Committee** (*Packet #1, page 76*)

A. Minutes of the April 1<sup>st</sup> and May 6<sup>th</sup> Meetings

The minutes were included in the meeting packet; please see Mary Jo with any questions.

B. Minutes of the June 3<sup>rd</sup> Meeting – Deferred

C. Updated Event Calendar

Copies of the committee's updated event calendar were included in the board packets.

**10. Consumer Services Committee** (*Packet #1, page 88*)

A. Minutes of the May 21<sup>st</sup> Meeting

The minutes were included in the board packet; please see Jeremy with any questions.

B. 3rd Quarter Exceptions/Exemptions Report

The exceptions report lists requests from consumers and families for services that are outside of the center's service standards and whether those services were approved or denied. During the 3<sup>rd</sup> quarter of this fiscal year, the center approved 333 requests and denied only 25 (15 of the denials were for co-payments for behavioral health treatment).

The exemptions report lists requests made for services that have been suspended or reduced as a result of the trailer bill language. The report showed that during the 3<sup>rd</sup> quarter, the center had only 1 request that was approved and 1 request that was denied.

C. 3rd Quarter Consumer Diagnosis Report

Consumers with more than one disability are put into the category of their primary diagnosis. Of the 19,955 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,328 (6.39% increase since July 1, 2011)



2. Autism: 6,951 (24.57% increase)
3. Cerebral Palsy: 527 (3.94% increase)
4. Epilepsy: 225 (2.74% increase)
5. Other developmental disability: 939 (6.70% increase)
6. Early Start: 2,985 (13.63% increase)

D. 3rd Quarter Appeals & Hearings Report

The reports showed that during the 3rd quarter of FY 2013-14:

1. Eligibility: 323 Notices of Action were sent and 11 were returned (appealed).
2. Service: 340 Notices of Action were sent and 16 were returned.
3. Hearings: 9 fair hearings were held:
  - 2 eligibility hearings (2 denied)
  - 7 service hearings (2 dismissed, 4 denied and 1 granted)

11. **Executive Committee** (*Packet #2, page 239*)

A. Minutes of the May 28<sup>th</sup> Meeting

The minutes were included in the board packet; please see Eric with any questions.

B. Review and Complete DDS Conflict of Interest Statements

Conflict of Interest forms must be signed by all regional center board members and filed by August 1<sup>st</sup> of each year. Copies of DDS's Conflict of Interest statements were provided to the board and Michele reviewed the form with them. During this time, the board members completed their forms and submitted them to Michele. If a board member's status should change during the year, he/she should contact Michele immediately.

C. Completion of Confidentiality Statements

Each year, the board members are asked to sign these statements which assure that when board members review any sensitive information that they will keep that information confidential. A statement was provided to each board member for their review and signature. Signed forms were submitted to Jennifer for filing.

D. Proposed Board Primary Activities for FY 2014-15

The Executive Committee presented their proposed board primary activities for next fiscal year. Any input on the proposed activities should be forwarded to the board president. The activities will be presented again at the August board meeting for the board's approval.

E. Action Taken to Approve Changes to Board Budget

Eric reported that several line items in the board budget ran short and needed transfers from other areas; the total budget amount remained the same. The Executive Committee took action to approve making the transfers within the board budget, on behalf of the board.

**12. Government & Community Relations** (*Packet #1, page 105*)

A. Minutes of May 21<sup>st</sup> Meeting

The minutes were included in the board packet; please see Jeremy with any questions.

B. Legislative Update

The committee's updated bill file was included in the board packet.

C. Proposed Legislative Strategy for FY 2014-15

The proposed legislative strategy will be the responsibility of next fiscal year's Government & Community Relations Committee.

**13. Housing Committee** (*Packet #1, page 135*)

A. Minutes of May 12<sup>th</sup> Meeting

The minutes were included in the board packet; please see Eric with any questions.

**14. Nominating Committee - No Report**

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

**16. Strategic Planning Committee** (*Packet #1, page 140*)

A. Minutes of May 5<sup>th</sup> Meeting

The minutes were included in the board packet; please see Meredith with any questions.

**17. Vendor Advisory Committee** (*Packet #1, page 145*)

A. Minutes of the May 1<sup>st</sup> Meeting

The minutes were included in the board packet; please see Jenni with any questions.

B. Minutes of the May 29<sup>th</sup> Meeting – Deferred

**18. Old Business / New Business** (*Packet #1, page 155*)

A. Attendance Sheets

The board and board committee meeting attendance sheets are always included in the board packet.

B. Complete Meeting Evaluations

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

C. Visitation Reports

Tavia reported that she, Diane Ambrose, and Jenni Moran recently had a meeting with Assembly Member Steve Fox. Tavia gave a report on that meeting.

**19. Announcements / Information / Public Input**

A. Annual Board Dinner: Saturday, June 21<sup>st</sup> (Angeles National Golf Club)

B. Next Board Meeting: Wednesday, August 13<sup>th</sup> (no board meeting in July)

**20. Executive Session**

The committee went into executive session at 8:45 p.m.


A. Executive Director's Evaluation

B. Board Resolution for the Center's 403(b) Plan

**21. Adjournment**

Eric adjourned the meeting at 9:15 p.m.

Submitted by,

  
Jennifer Kaiser  
Executive Assistant

for:

  
Debra Newman  
Board Secretary

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