

North Los Angeles County Regional Center
Consumer Advisory Committee Meeting Minutes
August 5, 2014

Present: Pam Aiona, Ed Catino, Lesly Forbes, Daniel Garcia, Juan Hernandez, Precious Malumfashi, William Rayber, and Jeffrey Thacker – Committee Members

Eugene Baily, Sara Iwahashi, Jennifer Kaiser, and Jose Rodriguez – Staff Members

Absent: Mary Jo Fernando

1. Call to Order & Introductions

Juan Hernandez, chairperson, called the meeting to order at 2:03 p.m. Everyone present was introduced. A photo of the committee members was taken and will be posted on the CAC's webpage.

2. Public Input

Eugene provided the committee members with copies of the FY 2014-15 CAC roster and asked them to please review it and let him know of any needed changes.

3. Consent Items

A. Approval of Agenda

M/S/C (E. Catino/J. Thacker) To approve the agenda as presented.

B. Approval of Minutes of June 3, 2014 Meeting

M/S/C (E. Catino/D. Garcia) To approve the minutes as presented.

4. Presentation: “Committee Orientation” (Eugene Baily & Jennifer Kaiser)

At the beginning of each new fiscal year, all of the board committees, including the CAC, review their policies. This helps refresh the memories of the current members and helps educate any new members.

A. Policies and Procedures

Copies of the CAC policies and procedures were provided and read aloud. The

purpose of the committee is to provide the Board of Trustees with any recommendations they have on matters that are important to consumers.

B. Visitation Policy

Copies of the CAC's Visitation Policy were provided. CAC members are encouraged to visit regional center funded programs to:

1. Educate yourself on the types of programs that regional center provide.
2. Educate other CAC members by giving a report on your visit.
3. Meet with consumers at the program and tell them about the CAC and let them know they can apply to become a member.

You can make the visitation by yourself or go with another member as a team. Eugene and Jennifer can arrange the visit for you; just let them know which program you would like to visit. William stated that he went on a visitation with Duane Joslin to see some of Valley Village's program. They took them on a tour of 3 of their sites and treated them to lunch! They had a really good time and learned a lot. William offered to go on a visitation with any of the other CAC members.

Action: Jennifer will take photographs of each CAC member at next month's committee meeting to make identification badges for each CAC member.

C. Meeting Protocol

Copies of the meeting protocol were provided, which included the following 3 points:

1. Raise your hand if you want to say something.
2. Do not interrupt others while they are talking.
3. Do not carry on a conversation with the person next to you while someone else is speaking.

D. Voting Process

Copies of the voting process were provided to the committee and Jennifer explained how the voting process works. The reason the voting process is important is because it makes sure each person's opinion is heard.

5. Old Business

A. Updated Event Calendar

Eugene provided everyone with copies of the CAC's updated event calendar.

Information about the Supported Life's 28th Annual Conference was provided and reviewed. This year's conference will be held October 8-10, 2014 at Lions Gate Hotel in Sacramento.

Action: CAC members should bring in information about any event they think should be posted on the CAC's event calendar.

B. Reports on Employment, Transportation, Legislation, and Housing (All)

1. Employment: Once the regional center has drafted its Employment First policy, the committee would like to review it so they can provide any input they may have.

2. Transportation: The #163 bus is overcrowded, runs late, and the "stop" bell doesn't work.

Action: The CAC will consider writing a letter to the LA Department of Transportation to share their concerns about bus #163. This will be added to next month's CAC meeting agenda for discussion.

3. Housing: Liz Lyons attends the board's quarterly Housing Committee meetings and gives a report on those meetings to the CAC. Juan stated that he would also like to begin attending those meetings.

Action: Jennifer will add Juan to the Housing Committee mailing list.

C. Review of Special Project & Mock-up of Travel Guide (Eugene Baily & Chris Whitlock)

Action: Presentation of the travel guide was deferred until next month's meeting because Chris Whitlock is currently on leave.

6. New Business

A. Report on July 11th ARCA CAC Meeting (William Rayber)

The Association of Regional Center Agencies (ARCA) is the regional center's trade organization in Sacramento. The ARCA CAC is a group of consumers, 1 from each regional center, and they meet in Sacramento and hold conference calls to discuss issues important to consumers. William is this regional center's ARCA CAC representative. William reported that at the last ARCA CAC meeting the members participated in a video contest where each one of them took turns talking about why it was important for consumers to vote. They were given an update on legislation, the state budget, and what the ARCA Board of Directors is up to. They have 2 work groups, which they break into at each meeting. The first is how to get consumers more involved in legislative activities, and the second is about increasing self-advocacy efforts; William serves on the legislative work group. At the end of each meeting, each member gives a report on what their regional center's CAC is up to. Their next conference call will be held August 29th and their next meeting in Sacramento will be held October 10th.

B. Review CAC Action Log from FY 2013-14

All of the actions taken by the board committees are entered into a log. After the new fiscal year starts, each board committee is given a copy of their action log for their review. It gives the committee the opportunity to make sure that all of the actions that they wanted taken, were taken. Copies of the CAC's action log were provided.

C. Review Approved Committee Critical Calendar for FY 2014-15

The committee's critical calendar lists items for each month that the committee will be discussing. Eugene uses the critical calendar to add these items to the monthly agendas.

Action: Eugene will include copies of the CAC's critical calendar with the packets for the next CAC meeting.

D. Review of Goals from FY 2013-14 /Identify Goals for FY 2014-15

The 5 goals from last fiscal year were read aloud. After discussion, the committee decided that they would like to continue these goals into this fiscal year.

M/S/C (P. Malumfashi/L. Forbes) To recommend to the Board of Trustees to approve the CAC's goals for FY 2014-15.

E. Discussion of the Training/Presentation Calendar for FY 2014-15

Copies of the calendar were presented. Eugene arranges for a training or presentation to be given at each CAC meeting. Most of the meeting dates still need to have trainings or presentations identified.

Action: The CAC would like to have a presentation from the Department of Rehabilitation, focusing on job preparation, at their October meeting.

Action: CAC members should consider what they would like to have trainings or presentations on at their future meetings and bring any ideas to the next CAC meeting.

F. Review Agenda for August 13th Board of Trustees Meeting (Jennifer Kaiser)

Copies of the board meeting agenda were provided to the committee and Jennifer reviewed it with them. Highlights of the meeting included approval of the board committee's goals or priorities for the new fiscal year.

7. Identify Agenda Items for the Next Board Meeting

The committee identified the following items to be added to the CAC's section of the August 13th board meeting agenda:

- A. Minutes of August 5, 2014 Meeting
- B. CAC Event Calendar
- * C. Approval of Committee Goals for FY 2014-15

8. Announcements / Information / Public Input

A. Department of Developmental Services (DDS) Safety Net

DDS issues "safety net" bulletins on a variety of topics. This month's issue focused on water safety and included the advice to never swim alone and other ideas on how to stay safe when you're near a body of water.

B. CAC Twitter/Facebook Page

Several of the CAC members thought it would be a good idea for the committee to consider developing a Twitter or Facebook page for the CAC for information sharing purposes.

Action: Eugene will bring this idea to George Stevens for his input and report back to the CAC.

C. CAC Attendance Sheet

Meeting attendance sheets are always included in the meeting packets. In order to remain on the CAC, a member cannot miss 3 meetings in a row, or 5 meetings in a 12-month period.

D. Next CAC Meeting

The next CAC meeting will be held Tuesday, September 2, 2014, at 2:00 p.m.

9. Adjournment

Juan adjourned the meeting at 3:30 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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* Board Action Item

