

**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 Desert Haven Enterprises, 43437 Copeland Circle, Lancaster, California, on October 8, 2014.

Trustees Present

Dorothy Daniels  
Jenean Glover  
Jessica Gould  
Juan Hernandez  
Duane Joslin  
Jenni Moran  
Debra Newman  
Lou Paparozzi  
William Rayber  
Sean Stalbaum  
Angela White  
Tavia Wooley

Trustees Absent

Daniel Becerra  
Craig Girard  
Dawn Hamilton  
Myriam Jovel

Guests Present

Elizabeth Lyons  
Kathleen Secchi  
Gay Wane

Staff Present

Diane Ambrose  
Mauricio Baker  
Marissa Campos  
Joan Daniels  
Cammikie Johnson  
Jennifer Kaiser  
Rose Maag  
George Stevens  
Roxanne Sztapka

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**1. Call to Order & Introductions**

The meeting was officially called to order by Jenean Glover, president, at 7:00 p.m. when it was determined that a quorum was present. Introductions were made.

**2. Public Input & Comments (3 minutes)**

- A. Gay Wane thanked the board for approving the contract for New Horizons' new mobile Monarch day program which is now up and running!
- B. Jenni Moran thanked everyone for coming to Desert Haven for tonight's board meeting. Desert Haven serves over 600 consumers in the Antelope Valley.

**3. Consent Items**

- A. Approval of Revised Agenda (*Packet #2, page 83*)

Item 5.D.2. was added to the agenda.

**M/S/C** (J. Moran/J. Gould) To approve the revised agenda as modified.

- B. Approval of September 10<sup>th</sup> Board Meeting Minutes (*Packet #1, page 7*)  
**M/S/C** (D. Joslin/J. Gould) To approve the minutes as presented.

**4. Committee Action Items** (*Packet #1, page 18*)

- A. Consumer Services Committee (Tavia Wooley)

- \* 1. Presentation of Proposed Changes to Service Standards
- IPP Development
  - Education & Vocational Services
  - Clinical Services
  - Legal Services

**M/S/C** (J. Moran/D. Daniels) To approve the proposed changes to the service standards as presented.

- B. Strategic Planning Committee (William Rayber)

- \* 1. Approval of 2015 Performance Contract

**M/S/C** (D. Joslin/J. Moran) To approve the 2015 performance contract as presented.

- \* 2. Approval of 9 Additional Public Policy Performance Contract Measures

**M/S/C** (D. Joslin/J. Gould) To approve the 9 additional public policy performance contract measures as presented.

**5. Additional Committee Action Items** (*Packet #2, page 86*)

- C. Administrative Affairs (Dan Becerra)

- \* 1. Approval of Contract with Finchloom, Inc.

**M/S/C** (D. Joslin/D. Daniels; Abstention: J. Moran) To approve the first amendment to the existing contract with Finchloom as presented.

- D. Executive Committee (Jenean Glover)

- \* 1. Approval of Lease for Additional Space at SFV Office

**M/S/C** (D. Joslin/D. Newman) To authorize the center's executive director, chief financial officer, and/or deputy director/program services director to sign the lease for additional office space at the center's San Fernando Valley office.

\* 2. Approval to Support Family Focus Resource Center Events

**M/S/C** (D. Daniels/D. Newman) To approve the center supporting the Family Focus Resource Center's Sib-Shop Conference and Family Resource Fair with a \$2,500 donation.

**6. Director's Report** (*Packet #2, page 91*)

George addressed the following areas in his report: allocation methodology; 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: October 16<sup>th</sup> & 17<sup>th</sup> (Torrance)

**8. Ad Hoc Bylaws Committee** (*Packet #2, page 121*)

A. Minutes of September 10<sup>th</sup> Meeting

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

B. Presentation of Proposed Bylaws Changes – *Deferred*

Several minor changes are being made to the bylaws to bring them up to date. The presentation of the bylaws changes was deferred as the center's attorney is reviewing the proposed changes prior to their presentation to the board.

**9. Administrative Affairs Committee** (*Packet #2, page 124*)

A. Minutes of the September 23<sup>rd</sup> Meeting

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

B. Financial Report for August 2014

The operations budget is \$37,793,256, the purchase of service (POS) budget is \$281,747,942, and the family resource center budget is \$115,413, for a total budget of \$319,656,611. We won't know what our deficit will be until we complete our first Sufficiency of Allocation Report (SOAR) which is due to the Department of Developmental Services (DDS) on December 10<sup>th</sup>.

C. 1<sup>st</sup> Quarter Human Resources Report

During the 1<sup>st</sup> quarter of this fiscal year, the center had 4 positions on hold, 10 new hires, 2 promotions, and 16 separations for a quarterly turnover rate of 0.35%.

10. Consumer Advisory Committee (*Packet #2, page 135*)

A. Minutes of the October 7<sup>th</sup> Meeting – *Deferred*

B. Updated Event Calendar

Copies of the committee's event calendar were included in the meeting packet.

11. Consumer Services Committee (*Packet #1, page 44*)

A. Minutes of the September 17<sup>th</sup> Meeting

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

B. Presentation of Proposed Changes to Early Start Service Standard

Changes are being made to this service standard to reflect the reinstatement of the Early Start program. Please see Tavia with any questions. These changes will be presented at next month's board meeting for approval.

12. Executive Committee (*Packet #2, page 138*)

A. Minutes of the September 23<sup>rd</sup> Meeting

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

- B. Review Whistleblower Policy & Sign Acknowledgments – *Deferred*
- C. Review Executive Director’s Evaluation Form – *Deferred*

Both of these items were deferred to next month’s board meeting when Michele Marra would be present to present them.

- C. Action Taken to Approve Contracts (BEST, Inc. and Multiple ILS Providers)

The Executive Committee took action, on behalf of the board, to approve a contract with Behavior Education Services Team (BEST) and multiple contracts with independent living program service providers that expired on June 30, 2013. Contract summaries were included in the board meeting packet.

- E. Action Taken to Execute Lease

The Executive Committee took action, on behalf of the board, to approve the executive director signing a lease for additional space at the Van Nuys office, if needed.

**13. Government & Community Relations** (*Packet #1, page 53*)

- A. Minutes of September 17<sup>th</sup> Meeting

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

- B. Legislative Update

Copies of the committee’s updated bill file were included in the board packet; please see Tavia with any questions.

- C. Sign-up to Receive E-News from your Legislators

The committee would like to encourage board members to get to know their local legislators by signing up to receive their e-mail alerts. We want legislators to know who we are and will accomplish this by participating in their events, knowing their issues, and contacting them. Also, you should know what they look like so you can identify them on sight.

**14. Housing Committee - No Report**

**15. Nominating Committee**

A. Resignation of Jay Lytton from the Board of Trustees

Jay resigned his position on the board to take a position with Area Board 10.

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

**17. Strategic Planning Committee - *No Report***

**18. Vendor Advisory Committee (*Packet #2, page 164*)**

A. Minutes of October 2<sup>nd</sup> Meeting

The minutes were included in the meeting packet; please see Jenni with any questions. Jenni reported that once Yolanda Bosch returns from an employment summit, she will be meeting with members of the Vendor Advisory Committee to help them draft an Employment First policy for the center.

**19. Old Business / New Business (*Packet #1, page 78*)**

A. Attendance Sheets

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

B. Complete Meeting Evaluations

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

C. Visitation Reports

**20. Announcements / Information / Public Input**

A. Jenni announced that Desert Haven recently held a "Baja bash" fundraising event which raised over \$100,000.

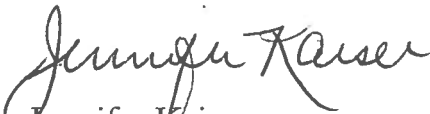
B. Gay reminded everyone that a hearing will be held at 1:30 p.m. tomorrow at City Hall in Los Angeles to get input on the impact California's recession and trailer bill language have had on the state's developmental disabilities system.

- C. William announced that the Consumer Advisory Committee will be holding their annual holiday luncheon on Tuesday, November 4<sup>th</sup>, at 1:15 p.m. at the center's main office.
- D. Debra announced that HEROS 5<sup>th</sup> annual gala will be held Friday, November 7<sup>th</sup>, at the Chimbole Cultural Center in Palmdale; admittance is \$60 and includes dinner.
- E. Duane announced that a pancake breakfast will be held at the Masonic Lodge on Sherman Way in Van Nuys, from 8:00 a.m. to noon on Sunday, November 9<sup>th</sup>.
- F. Next Board Meeting: Wednesday, November 12<sup>th</sup>, at 6:30 p.m. (Van Nuys)

## 21. Adjournment

Jenean adjourned the meeting at 7:55 p.m.

Submitted by,

  
Jennifer Kaiser  
Executive Assistant

for:

  
Debra Newman  
Board Secretary

