

**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 April 8, 2015.

Trustees Present

Dan Becerra  
Dorothy Daniels  
Jenean Glover  
Jessica Gould  
Juan Hernandez  
Duane Joslin  
Myriam Jovel  
Debra Newman  
William Rayber  
Angela White  
Tavia Wooley

Trustees Absent

Craig Girard  
Dawn Hamilton  
Jenni Moran  
Lou Paparozzi  
Sean Stalbaum

Staff Present

Jennifer Kaiser  
Michele Marra  
Kim Rolfes  
George Stevens  
Anna Whitlock

Guests Present

Rapone Anderson  
Richard Dier  
Bahman Ghahremani  
Jann Seymour  
Denise Thornquest

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**1. Call to Order & Introductions**

Jenean called the meeting to order at 6:31 p.m.

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

**3. Consent Items**

A. Approval of Revised Agenda (*Packet #2, page 76*)

**M/S/C** (T. Wooley/D. Becerra) To approve the revised agenda as presented.

B. Approval of March 11<sup>th</sup> Board Meeting Minutes (*Packet #1, page 7*)

**M/S/C** (D. Newman/W. Rayber) To approve the minutes as presented.

**4. Committee Action Items**

A. Executive Committee (Jenean Glover) (*Packet #1, page 12*)

1. Approval of Changes to Request for Proposals Policy

**M/S/C** (T. Wooley/J. Hernandez) To approve the changes to the Request for Proposals Policy as presented.

B. Administrative Affairs Committee (Dan Becerra) (*Packet #2, page 78*)

1. Approval of First Amendment for Clinical Psychologists

**M/S/C** (D. Joslin/W. Rayber) To approve the first contract amendment for clinical psychologists as presented.

2. Approval of New Agreement for Clinical Psychologists

**M/S/C** (D. Joslin/D. Newman) To approve the new contract agreement for clinical psychologists as presented.

5. **Presentation of Purchase of Service (POS) Expenditure Data** (*Packet #2, page 83*)

As required by statute, NLACRC has organized its POS data by age, race, ethnicity, language, disability, and residence type. Also, as required, the center held public meetings to present this information to our community and it has been posted on the center's website. Copies of the full report were provided to the board and reviewed.

6. **Director's Report** (*Packet #2, page 84*)

George addressed the following areas in his report: allocation methodology; 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 included with his report was a legislative update.

7. **Association of Regional Center Agencies (ARCA)**

A. Report on March 19<sup>th</sup> & 20<sup>th</sup> Meetings

Craig wasn't present to give a report, but Tavia also attended the meetings and reported that she became a member of ARCA's Equity Committee. They had a very productive meeting last week reviewing POS expenditure data.

B. Next Meetings: June 18<sup>th</sup> & 19<sup>th</sup> (San Leandro)

**8. Administrative Affairs Committee** (*Packet #2, page 122*)

A. Minutes of the March 25<sup>th</sup> Meeting

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

B. Financial Report for February 2015

The center's operations budget is \$38,428,260 with no projected surplus or deficit. The purchase of service (POS) budget is \$290,252,813 with a projected deficit of \$19,949,148. The financial report also includes information about the center's administrative and direct operating expenses. Year to date, our operating expenses are at 13.3%, under the 15% cost cap. Kim added that the center is increasing its credit line from \$25 to \$30 million, which will cost us \$13,000 per week in interest if we have to access it.

C. 3<sup>rd</sup> Quarter Human Resources Report

The report showed that during the 3<sup>rd</sup> quarter of this fiscal year, the center had no positions on hold, 27 new hires, 4 promotions, and 16 separations for a quarterly turnover rate of 0.33%. Michele added that the center is aggressively hiring new staff, primarily service coordinators, and is shoring up the center's infrastructure to support them.

**9. Consumer Advisory Committee**

A. Minutes of the April 7<sup>th</sup> Meeting - Deferred

B. CAC Chair for FY 2015-16

Juan reported that Mary Jo Fernando was elected to serve as the CAC chair next fiscal year.

**10. Consumer Services Committee** (*Packet #1, page 18*)

A. Minutes of March 18<sup>th</sup> Meeting

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

B. Self-Determination Program Update

We have filled 2 of the 5 remaining positions on the center's volunteer advisory committee. Interviews for the Antelope Valley candidates will be held April 11<sup>th</sup>.

C. Presentation of Residential & Supported Living Out-of-Community or Out-of-State Travel Guidelines

Copies of the draft guidelines were provided to the board for their review and input. Please contact Kim with any questions.

11. **Executive Committee** (*Packet #1, page 43*)

A. Minutes of March 25<sup>th</sup> Meeting

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

B. Proposed Change to Secretary Policy Statement

A change is being proposed to this statement to reflect the new conflict of interest process. Copies of the statement, with the proposed change, were included in the meeting packet.

C. Action Taken to Approve Contract with Tender Touch Home Care

The Executive Committee took action, on behalf of the board, to approve a contract with Tender Touch Home Care. The contract summary was included in the meeting packet.

12. **Government & Community Relations** (*Packet #1, page 51*)

A. Minutes of March 18<sup>th</sup> Meeting

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

B. NLACRC Grass Roots Week: March 30<sup>th</sup> – April 3<sup>rd</sup>

Board members shared information about their recent visits with local legislators as part of NLACRC's Grass Roots Week.

C. ARCA Grass Roots Day: Wednesday, April 15<sup>th</sup> (Sacramento)

Michele Marra (staff lead), Tavia Wooley and her brother Anthony (a consumer), Rebecca Lienhard (service provider), and Jenean Glover will be going to Sacramento to visit with legislators at the State Capitol as part of ARCA's Grass Roots Day.

D. Town Hall Meetings: Million Letter Campaign

Two town hall meetings will be held. The first meeting will be held Monday, April 27<sup>th</sup>, at Sam's Café in North Hills and the second meeting will be held Tuesday, April 28<sup>th</sup>, at Desert Haven in Lancaster. Both meetings will be facilitated by board members. Our goal is to have a million letters sent to the governor supporting a 10% increase in service provider rates and in the regional centers' operations budget.

F. Special Olympics World Games Update

The World Games will be held from July 25<sup>th</sup> through August 2<sup>nd</sup> with events all over Los Angeles County. The event in our area will be a soccer event at Lake Balboa Park. Yolanda Bosch is coordinating the center's support by having staff participate in "fans in the stands." More information to come!

13. **Housing Committee – No Report**

14. **Nominating Committee (Packet #2, page 132)**

A. Minutes of April 1<sup>st</sup> Meeting

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

B. Status of Recruitment

The committee has finalized its interviews with board and Vendor Advisory Committee applicants and will be interviewing consumers for the Consumer Advisory Committee on May 6<sup>th</sup>. The committee will be presenting their recommended nominees at next month's board meeting.

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

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

**17. Vendor Advisory Committee (*Packet #2, page 136*)**

A. Minutes of March 12<sup>th</sup> & April 2<sup>nd</sup> Meetings

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

B. VAC Chair for FY 2015-16

The committee elected Michelle Heid to serve as the VAC chair for next fiscal year.

**18. Old Business / New Business (*Packet #1, page 71*)**

A. Attendance Sheets

The board and committee attendance sheets are always included in the first meeting packet. Board members cannot miss 3 meetings in a row or 5 meetings in a 12-month period.

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

Tavia visited PathPoint in Chatworth and a residential facility in Lancaster whose residents were mostly consumers who previously lived at Lanterman Developmental Center.

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

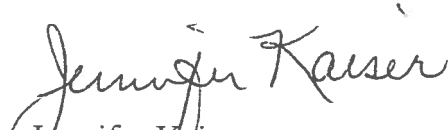
A. Richard Dier announced that he was pleased to hear that the center has scheduled its informational meetings for the community on the self-determination program and is looking forward to the center finalizing its members for the self-determination volunteer advisory committee.

B. Next Board Meeting: Wednesday, May 13<sup>th</sup>, at 6:30 p.m. (Van Nuys)

**20. Adjournment**

Jenean adjourned the meeting at 8:16 p.m.

Submitted by,

  
Jennifer Kaiser  
Executive Assistant

for:

  
Debra Newman  
Board Secretary

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