

**Minutes of Regular Meeting**  
of  
**North Los Angeles County Regional Center**  
**A Nonprofit Corporation**

*Draft*

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 8, 2016.

Trustees Present

Dan Becerra  
Mary Jo Fernando  
Jessica Gould  
Michelle Heid  
Marcia Leija  
Caroline Mitchell  
Bridget Moss  
Lou Paparozzi  
William Rayber  
Jeremy Sunderland  
Curtis Wang  
Todd Withers

Trustees Absent

Jun Antonio  
Craig Girard  
Jenean Glover  
Debra Newman

Staff Present

Diane Ambrose  
Jennifer Kaiser  
Michele Marra  
Kim Rolfes  
George Stevens  
Jessica Whitney

Guests Present

Mauricia Baker-Mason  
Elizabeth Lyons  
Juliette Njabo  
Kathleen Secchi  
Jann Seymour  
Denise Thornquest

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**1. Call to Order & Introductions**

Lou Paparozzi, president, called the meeting to order at 6:30 p.m.

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

A. Elizabeth Lyons told the board that the center's new family resource center is too small to adequately accommodate people using wheelchairs. Also, it is too noisy and does not have the privacy needed to use a voice-activated software system, like Natural Speaking, which Liz uses. Liz hopes that the center will consider expanding the size of its family resource center at the new building in Chatsworth.

B. Jann Seymour reported that she will be unable to attend the entire board meeting because of transportation issues. Lou thanked her for coming to the meeting even though she can only stay for the first part.

**3. Consent Items**

A. Approval of Revised Agenda (*Packet #2, page 127*)

**M/S/C** (W. Rayber/M.J. Fernando) To approve the revised agenda as presented.

B. Approval of May 11<sup>th</sup> Board Meeting Minutes (*Packet #1, page 8*)

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

4. **Committee Action Items** (*Packet #1, page 19*)

A. Administrative Affairs Committee (Dan Becerra) (*Packet #1, page 20*)

1. Resolution to Authorize an Officer to Secure FY 2016-17 Insurance in June

**M/S/C** (D. Becerra/W. Rayber) To authorize an officer to secure the center's insurance for FY 2016-17 in June.

2. Resolution for Loan Revision Agreement (Credit Line)

**M/S/C** (W. Rayber/C. Wang) To approve the resolution for the loan revision agreement, as presented.

3. Resolution for Disbursement Instructions (Credit Line)

**M/S/C** (M.J. Fernando/W. Rayber) To approve the resolution for disbursement instructions, as presented.

4. Approval to Contract with a new CPA Firm

**M/S/C** (M.J. Fernando/D. Becerra) To approve the contract with a new CPA firm, as presented.

5. Approval of Contracts

a. Partners for Potential, Inc.

**M/S/C** (M.J. Fernando/C. Wang; Abstention: M. Heid) To approve the contract with Partners for Potential, Inc., as presented.

b. Supported and Independent Living Services Los Angeles, Inc.

**M/S/C** (W. Rayber/M.J. Fernando; Abstention: M. Heid) To approve the contract with Supported and Independent Living Services Los Angeles, Inc.

c. ICAN-B (PL1522-612)

d. ICAN-B (PL1523-615)

**M/S/C** (W. Rayber/M.J. Fernando; Abstention: M. Heid) To approve the contracts with ICAN-B, as presented.

e. The Adult Skills Center

**M/S/C** (B. Moss/M.J. Fernando; Abstention: M. Heid) To approve the contract with The Adult Skills Center, as presented.

B. Executive Committee (Lou Paporozzi) (*Packet #1, page 36*)

1. Approval of Draft Master & Critical Calendars for FY 2016-17

One change was made to the master calendar: the Wednesday, October 12<sup>th</sup> board meeting was moved to Thursday, October 13<sup>th</sup>, due to the Jewish holiday Yom Kippur.

**M/S/C** (W. Rayber/M.J. Fernando) To approve the master calendar, as modified, and to approve the critical calendar, as presented.

2. Approval of Committee Assignments for FY 2016-17

**M/S/C** (W. Rayber/M.J. Fernando) To approve the committee assignments for FY 2016-17, as presented.

3. Approval of Board Budget for FY 2016-17

**M/S/C** (W. Rayber/C. Mitchell) To approve the board budget for FY 2016-17, as presented.

4. Approval of Board Primary Activities for FY 2016-17

**M/S/C** (W. Rayber/C. Mitchell) To approve the board's primary activities for FY 2016-17, as presented.

C. Government & Community Relations (Jeremy Sunderland) (*Packet #1, page 20*)

1. Approval of Oppose Position on AB 2855 (Frazier)

**Action:** AB 2855 was put into suspense, no the board took no action on this bill.

2. Approval of Board's Legislative Strategy for FY 2016-17

**M/S/C** (W. Rayber/C. Mitchell) To approve the board's legislative strategy for FY 2016-17, as presented.

D. Nominating Committee (Jessica Gould) (*Packet #1, page 61*)

1. Elections and Re-Elections for FY 2016-17

a. Board of Trustees

**M/S/C** (J. Gould/C. Mitchell) To elect Adelina Castellanos, Shant Kotchounian, Oscar Mejia, Meagan Miller, and Tamar Witmer to the Board of Trustees and to re-elect Daniel Becerra, Craig Girard, Jenean Glover, William Rayber, and Todd Withers to the Board of Trustees.

1. Re-Election of Debra Newman

Per the board bylaws, the following motion was verbally supported by 4 board members: Jeremy Sunderland, Jessica Gould, Dan Becerra, and Caroline Mitchell.

**M/S/C** (To re-elect Debra Newman to the Board of Trustees to complete her current term ending June 30, 2017.

b. Board Intern

**M/S/C** (W. Rayber/M.J. Fernando) To elect Erika Hernandez to serve as a board intern in FY 2016-17.

c. Consumer Advisory Committee

**M/S/C** (M.J. Fernando/W. Rayber) To elect Melissa Ferman, Jacob Freeman, and Ben Segel-Evans to serve on the CAC, and to

re-elect Daniel Garcia to serve on the CAC.

d. Vendor Advisory Committee

**M/S/C** (B. Moss/C. Mitchell) To elect Orli Almog, Shelly Briggs, Sharoll Jackson, and Jenni Moran to serve on the VAC, and to re-elect Marina Pink to serve on the VAC.

e. Board Slate of Officers

**M/S/C** (W. Rayber/M.J. Fernando) To elect the following slate of officers for FY 2016-17:

- |    |                                 |                |
|----|---------------------------------|----------------|
| 1. | Immediate Past President:       | Jenean Glover  |
| 2. | President:                      | Lou Paporozzi  |
| 3. | 1 <sup>st</sup> Vice President: | Craig Girard   |
| 4. | 2 <sup>nd</sup> Vice President: | Todd Withers   |
| 5. | Treasurer:                      | Dan Becerra    |
| 6. | Secretary:                      | Debra Newman   |
| 7. | ARCA Delegate:                  | Debra Newman   |
| 8. | ARCA CAC Delegate:              | William Rayber |
| 9. | ARCA CAC Alternate:             | Jessica Gould  |

5. **Additional Action Items** (*Packet #2, page 130*)

A. Administrative Affairs Committee (Dan Becerra)

1. Approval of Resolution for City National Bank's Supersedure Agreement

**M/S/C** (W. Rayber/C. Mitchell) To approve the resolution for City National Bank's supersedure agreement, as presented.

2. Approval of Contract: Renee Kim

**M/S/C** (J. Gould/C. Wang; Abstention: M. Heid) To approve the contract with Renee Kim, as presented.

3. Approval of Contract: Relative Behavior, Inc. (612)

4. Approval of Contract: Relative Behavior, Inc. (615)

**M/S/C** (W. Rayber/M.J. Fernando; Abstention: M. Heid) To approve the contracts with Relative Behavior, Inc., as presented.

**6. Director's Report** (*Packet #2, page 139*)

George Stevens addressed the following areas in his report: allocation methodology; state budget; legislation; and regional center operations. 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 George's report was a summary of each regional center's budget information FY 2016-17 that was produced by the Department of Developmental Services (DDS) and a legislative update, dated June 3, 2016.

**7. Association of Regional Center Agencies**

A. Next Meetings: June 16<sup>th</sup> & 17<sup>th</sup> (Sacramento)

George Stevens and Debra Newman will be attending the meetings and will give a report on them at the next board meeting.

**8. Administrative Affairs Committee** (*Packet #2, page 171*)

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

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

B. Financial Report

The center's operations budget is currently \$40,939,560 with no projected surplus or deficit. The purchase of service (POS) budget is \$328,768,079 with a projected deficit of \$10,247,443 (in the worst case).

**9. Consumer Advisory Committee**

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

B. Proposed Addition to Lanterman Act/Open House Party

Metro is available to give a demonstration on how the new tie-downs will work for wheelchairs in the Metro vans. The CAC thought this might be something that Lanterman Act Anniversary Committee would want to consider for the center's party.

**10. Consumer Services Committee** (*Packet #1, page 63*)

A. Minutes of the May 18<sup>th</sup> Meeting

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

B. Self-Determination Program Update

1. Minutes of April 21<sup>st</sup> Meeting

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

2. Information Flier

A simple informational flier was developed for our consumers and families to make them aware of the self-determination program. A draft copy of the flier was included in the meeting packet; the finalized flier will be 2-sided; English on one side and Spanish on the other.

C. Quarterly Program Closure Report

A summary on NLACRC's program closures was included in the meeting packet. The majority of program closures were due to the non-submission of the required DS 1891 forms, but most of the remaining closures were due to financial/rate issues. Since FY 2008-09, 176 programs have closed impacting 1,820 consumers; we have had a total of 90 program closures so far this fiscal year.

D. 3<sup>rd</sup> Quarter Appeals & Hearings Report

During the 3<sup>rd</sup> quarter of FY 2015-16: 299 eligibility Notices of Action were sent and 6 were returned (appealed) and 133 service Notices of Action were sent and 14 were returned. A total of 8 fair hearings were held: 4 eligibility hearings (3 denied, 1 decision pending); and 4 service hearings (2 denied, 1 dismissed, and 1 decision pending).

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11. **Executive Committee** (*Packet #2, page 188*)

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

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

B. Presentation of Changes to Strategic Planning Committee Policy

Changes were made to the policy to update the language and to include a reference to housing. The draft revisions were included in the meeting packet for the board's review and input. The proposed policy changes will be presented at the next board meeting for approval.

C. Completion of NLACRC Confidentiality Statements – Handout

Each year, 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.

**Action:** Board members must sign the statements and return them to Jennifer for filing.

D. Completion of DDS Conflict of Interest Statements – Handout

The Lanterman Act requires all regional center board members to sign a complete and sign a conflict of interest form by August 1<sup>st</sup> of each year. Copies of the form were included in the meeting packet and were also handed out.

**Action:** Board members must complete the conflict of interest forms and return them to Jennifer as soon as possible.

E. Discussion re: June 3<sup>rd</sup> and 4<sup>th</sup> Board Retreat

The board felt that the board retreat was very beneficial. They enjoyed getting to know the new incoming board members and their spouses and also appreciated Mike Monk's presentations on board member responsibilities and conflict of interest.

F. Action Taken to Modify FY 2015-16 Board Budget

The Executive Committee took action, on behalf of the Board of Trustees, to transfer \$200 from one budget category to another to cover a shortfall. Copies of the budget, showing the budget transfer, were included in the meeting packet.

G. Action Taken to Approve Contracts

1. Explore Freedom Services, Inc.



2. Aacres CA, LLC (PL1472)
3. Aacres CA, LLC (IP1516-3)
4. Creative Minds ADP, Inc.

The Executive Committee took action, on behalf of the Board of Trustees, approve these 4 contracts. Summaries of the contracts were included in the meeting packets.

**12. Government & Community Relations** (*Packet #1, page 80*)

A. Minutes of the May 18<sup>th</sup> Meeting

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

B. Updated Bill File

Copies of the committee's updated bill file were included in the meeting packet; the committee is currently tracking 42 different state and federal bills.

**13. Nominating Committee** - *No Report*

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

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

**16. Vendor Advisory Committee** (*Packet #2, page 262*)

A. Minutes of the June 2<sup>nd</sup> Meeting – *Deferred*

Michelle Heid reported that service providers are very concerned about the minimum wage increases and also the resulting impact of compression. Unlike other businesses, they are unable to raise their prices to cover increased costs. These increases could cause programs to close their doors. The providers would like to work with the 6 other Los Angeles regional centers to develop a plan of action to try and address this problem.

**17. Old Business / New Business** (*Packet #1, page 122*)

A. Attendance Sheets

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

B. Complete Meeting Evaluations

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

C. Visitation Reports

1. Curtis Wang gave a report on his visit with Assembly Member Matt Dababneh's aide.
2. Jessica Gould gave a report on her visit with Assembly Member Adrin Nazarian's aide, who invited her back for a 1 on 1 visit.
3. Michelle Heid and Todd Withers were given a tour of Build Industries by its president Matt Lynch and gave a report on their visit. Michelle invited Mr. Lynch and his staff to come to future Vendor Advisory Committee meetings.

**18. Announcements / Information / Public Input**

- A. Next Board Meeting: Wednesday, August 10<sup>th</sup> (no June meeting)
- B. Annual Board Dinner: Saturday, June 25<sup>th</sup>, at 6:00 p.m. (Valencia)  
*(Board Honorees: Mary Jo Fernando, Dorothy Daniels, Sean Stalbaum, Angela White and Tavia Wooley)*

**19. Executive Session**

- A. Union Business


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~~M/S/C (M.J. Fernando/W. Rayber) To go into executive session at 8:05 p.m.~~

**20. Adjournment**

Lou adjourned the meeting at 8:22 p.m.

Submitted by,

  
Jennifer Kaiser  
Executive Assistant

for:

  
Debra Newman  
Board Secretary

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