

**Minutes of Regular Meeting  
of  
North Los Angeles County Regional Center  
Board of Trustees**

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, 9200 Oakdale Avenue, Chatsworth, California, on May 10, 2017.

Trustees Present

Pam Aiona  
Adelina Castellanos  
Jessica Gould  
Michelle Heid  
Erika Hernandez, Intern  
Marcia Leija  
Caroline Mitchell  
Bridget Moss  
Debra Newman  
Lou Paparozzi  
William Rayber  
Jeremy Sunderland  
Curtis Wang  
Todd Withers  
Tamar Witmer

Trustees Absent

Dan Becerra  
Jenean Glover  
Shant Kotchounian  
Meagan Miller

Staff Present

Diane Ambrose  
Ruth Janka  
Jennifer Kaiser  
Kim Rolfes  
George Stevens  
Liliana Windover

Guests Present

Orli Almog  
Elena Burnett  
Jann & Kent Carter  
J.M.  
Sonia Ojeda  
Jose Perez  
Reinwick Pole  
Maria Romero  
Steve Schreiber  
Kathleen Secchi  
Scott Shepard  
Elaine Solimar  
Debbie Springer  
Michelle Urdaneta  
Rubidia Zaldana

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**1. Call to Order & Introductions**

Lou Paparozzi, president, called the meeting to order at 6:32 p.m. and introductions were made.

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

**3. Consent Items**

A. Approval of Revised Agenda (*Packet #1, page 108*)

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

B. Approval of April 13<sup>th</sup> Board Meeting Minutes (*Packet #1, page 8*)

M/S/C (C. Wang/A. Castellanos) To approve the minutes as presented.

4. **Presentation: Avenues Supported Living Services (SLS)**

Scott Shepard, executive director of Avenues SLS, gave a PowerPoint presentation on his program and explained the types of services that Avenues provides with the help of Jose Perez and Steve Schreiber, two of the people they support. Scott founded Avenues in 1993 and was one of the state's first pilot programs of community supported living arrangements; in 1997 Avenues became its own entity. Since that time, Scott continues to focus on keeping Avenues small so that each client gets their full attention; they only serve a bit over 20 people currently. Avenues has had much success over the years getting to know the people they support and assisting them to become more independent through the provision of supported living services, including serving 7 individuals who formerly lived in a developmental center. Jose and Steve shared their stories with the board and how Avenues has supported them and help them become as independent as possible. Avenues also provides technical support and mentoring to other supported living agencies.

5. **Committee Action Items** (*Packet #1, page 16*)

A. Administrative Affairs Committee (Dan Becerra)

1. Approval of Contract: CK II
2. Approval of Contract: Artur Lipkin

M/S/C (C. Wang/W. Rayber; Abstention: M. Heid) To approve the contracts with CK II and Artur Lipkin, as presented.

3. Approval of Contract: Master Board Resolution

M/S/C (W. Rayber/C. Wang; Abstention: M. Heid) To approve contract amendments with service providers who require a sub-code to be added to reflect their involvement in the new competitive integrated employment and paid internship programs.

4. Recommendation to Increase Corporate Credit Cards & Limits

The board recommended several changes to the wording of this corporate resolution and wanted the language better clarified, which Kim Rolfes will address.

M/S/C (L. Paparozzi/P. Aiona) To approve the board resolution related to increasing the number of corporate credit cards and their limits, in concept.

B. Executive Committee (Lou Papanozzi)

1. Approval of Contract: Windes, Inc.

The board expressed their concern regarding the start date of the Windes contract and felt the effective date of the contract should be changed from July 1, 2016 to the date that Windes is scheduled to start services.

**Action:** Kim will contact Alan Zuckerman, the center's contract consultant, for his advice on which start date to use on the contract. Approval of the contract will go back to the Administrative Affairs Committee.

C. Government & Community Relations Committee (Tamar Witmer)

1. Recommended Support Position on SB 283 (Wilk)

M/S/C (B. Moss/D. Newman) To take a support position on SB 283 (Wilk).

D. Nominating Committee (Bridget Moss)

1. Recommended Expansion of Board Member Recruitment Plan

M/S/C (B. Moss/T. Witmer) To approve the expansion of the Nominating Committee's recommendations to expand the board recruitment plan.

E. Post-Retirement Medical Trust (Lou Papanozzi)

1. Approval of Contribution to CalPERS

M/S/C (W. Rayber/C. Wang) To approve the contribution to CalPERS in the amount of \$1,066,255 to help pay down the unfunded liability.

6. **Additional Action Item** (*Packet #2, page 112*)

A. Approval of Contract: LL Start CA, LLC

M/S/C (J. Gould/D. Newman; Abstention: M. Heid) To approve the contract with LL Start CA, LLC, as presented.

7. **Director's Report** (*Packet #2, page 116*)

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 legislative update that was prepared by staff. George also provided a handout with information about a conference call that would be held tomorrow at 2:00 p.m. to discuss the Governor's May Revise.

8. **Association of Regional Center Agencies**

A. Next Meetings: June 15<sup>th</sup> & 16<sup>th</sup> (Sacramento)

9. **Administrative Affairs Committee** (*Packet #2, page 159*)

A. Minutes of the April 26<sup>th</sup> Meeting

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

B. Financial Report

The center's operations budget is currently \$49,303,689 with no surplus or deficit projected. The purchase of service (POS) budget is \$379,430,498 with a projected deficit of \$1,615,197 (in the worst case) and a project surplus of \$500,026 (in the best case). The family resource center budget is \$115,413 and the POS equity funding is \$552,225, for a total budget of \$429,401,825.

C. 3<sup>rd</sup> Quarter Graphs

The graphs show how the center's POS deficit changed for the first 3 quarters of FY 2016-17 in the best case and worst case. There was no deficit reflected in the first quarter because we had not yet completed our first Sufficiency of Allocation Report (SOAR). Starting in October 2016, we began to report a deficit between \$1.4 and \$8.2 million which has continued to decrease since October 2016.

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

During the 3<sup>rd</sup> quarter of this fiscal year, the center had 0 positions on hold, 19 new hires, 4 promotions, and 17 separations for a quarterly turnover rate of 0.11%.

10. **Consumer Services Committee** (*Packet #1, page 40*)

A. Minutes of the April 19<sup>th</sup> Meeting

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

B. Self-Determination Program Update

Due to lack of progress with the development of this program, the Self-Determination Advisory Committee is only meeting every other month now. They did not have a quorum at their last meeting, so they held a question and answer session with the guests present.

C. 3<sup>rd</sup> 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 310 requests and denied only 8.

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, 2 exemptions were approved and none were denied.

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

During the 3<sup>rd</sup> quarter of this fiscal year:

1. Eligibility: 241 Notices of Action were sent and 11 were returned (appealed).
2. Service: 393 Notices of Action were sent and 15 were returned.
3. Hearings: 6 fair hearings were held (2 for eligibility and 4 for service denial); 2 were denied and the other 4 were dismissed.

E. 3<sup>rd</sup> Quarter Consumer Diagnosis Report

The report shows diagnostic information about the center's consumers each quarter since July 1, 2014. Of the 23,808 consumers that the center serves, the diagnosis breakdown is as follows:

1. **Intellectual Disability**: 8,718 (4.1% increase since July 1, 2014)

2. Autism: 9,372 (26.8% increase, but 5% less than last quarter)
3. Cerebral Palsy: 543 (2.4% increase)
4. Epilepsy: 234 (4.93% increase)
5. Other developmental disability: 1,134 (15.4% increase)
6. Status 0, 1, 2: 3,807 (24.2% increase)

11. **Consumer Advisory Committee** (*Packet #2, page 179*)

A. Minutes of the May 2<sup>nd</sup> Meeting

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

12. **Government & Community Relations** (*Packet #1, page 58*)

A. Minutes of the April 19<sup>th</sup> Meeting

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

B. Legislative Bill File

Copies of the committee's updated bill file were included in the packet. Tamar reminded everyone to continue to support AB 279 (Holden). We need to get this bill out of suspense by remaining vigilant, positive, and assertive! Jessica reported that she gave a presentation on AB 279 to the company she works for and they followed up with a letter-writing session to support the bill!

1. ACR 77 (Lackey/Mathis): This Assembly Concurrent Resolution seeks the Legislature's support to reinvest revenue and cost savings from the closure, sale, and reuse of developmental centers to be allocated to the Department of Developmental Disabilities' Trust Fund. These funds should go towards supporting programs, services, and providers, to benefit individuals with developmental disabilities in their communities rather than being reverted to the General Fund.

M/S/C (M. Heid/T. Witmer) To take a support position on ACR 77 (Lackey/Mathis).

C. Legislative Outreach Activities

The committee is going to put together a “Rapid Response Team” using the names and e-mail addresses of everyone who has attended our legislative trainings and events. We plan to contact them and ask: “You’ve shown interested in our legislative activities – would you like to join our rapid response team?” The Rapid Response Team would be a modern “telephone tree” which we could use to get information out quickly so action could be taken.

D. Spanish Language Facebook Page

The center’s Facebook page now has 1,750 followers! The center is also going to start a Facebook page for our Spanish-speaking consumers and families.

E. Nominating Committee Outreach – Taglines

The Nominating Committee wants to expand its recruitment efforts in order to get more board applicants. Part of the new plan is to add taglines to the center’s Facebook, website, and general e-mail blasts stating: “Want to become more active? Join our board!” The committee has asked staff to begin implementing this plan.

F. Report on the Lanterman Act 50<sup>th</sup> Anniversary Event

The event was a great success! We had tremendous speakers, showed the documentary “We’re Here to Speak for Justice,” and presented the Jynny Retzinger Community Service Award to former Senator Judy Chiu. We really wanted to engage families so they know we need their support to carry the Lanterman Act into the future. We are now planning what our next steps will be.

13. **Executive Committee** (*Packet #2, page 184*)

A. Minutes of the April 26<sup>th</sup> Meeting

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

B. Update on Annual Board Retreat: June 2<sup>nd</sup> and 3<sup>rd</sup> (Sheraton Universal)

A dinner will be held Friday night and a training will be held on Saturday. The training will consist of 2 presentations, Amy Westling, interim executive director for ARCA, and Nancy Bargmann, director of DDS, will give presentations on contemporary issues from their perspectives.

C. Presentation of Draft Master & Critical Calendars for FY 2017-18

Some changes have been recommended to regular meeting dates that conflict with holidays. The calendars will be presented for approval at next month's board meeting.

D. Committee Interest Sheets for FY 2017-18

Committee members were provided with forms to complete to reflect what committees they would like to serve on next fiscal year. Please submit the completed forms to Jennifer by the May 17<sup>th</sup> deadline.

E. Presentation of Bylaws Changes

Some minor changes are being proposed to the board bylaws to bring the terminology current (e.g. Area Boards are now called local State Council offices). Please review the changes as they will be presented for approval at next month's board meeting.

F. Action Taken to Adjust Board Budget

The Executive Committee took action, on behalf of the board, to transfer \$6,000 from budget category #1 to budget category #2 to cover the cost of the Lanterman Act anniversary event.

G. Action Taken to add Ruth Janka to the Bank Cards

The Executive Committee took action, on behalf of the board, to add Ruth Janka, incoming deputy director, to the center's bank cards.

14. **Nominating Committee** (*Packet #1, page 93*)

A. Recommended Nominees and Re-Nominees for FY 2017-18

Bridget Moss presented the proposed nominees and re-nominees for next fiscal year along with the proposed slate of officers:

1. Vendor Advisory Committee

- a. Elect: Bob Erio, Don Lucas, Tyler Ternus, Jason Trevino, and Nick Vukotic.



- b. Re-Elect: Mariela Feldman, Cynthia Fernandez, Eleshia Johnson, Staci Jordan, and Kristin Laurino.

2. Board of Trustees

- a. Elect: Manuel Alfaro, Elena Burnett, Melissa Ferman, Pat Grayson-DeJong, Ismael Maldonado, Lillian Martinez, and Elizabeth Badger.
- b. Re-Elect: Jessica Gould, Debra Newman, and Lou Paparozzi.

3. Board Interns

- a. Elect: Reinwick Pole
- b. Re-Elect: Erika Hernandez

4. Slate of Officers

- a. Immediate Past President: Lou Paparozzi
- b. President: Debra Newman
- c. 1<sup>st</sup> Vice President: Marcia Leija
- d. 2<sup>nd</sup> Vice President: Bridget Moss
- e. Treasurer: Dan Becerra
- f. Secretary: Tamar Witmer
- g. ARCA Delegate: Debra Newman
- h. ARCA Alternate: Lou Paparozzi
- i. ARCA CAC Delegate: Jessica Gould
- j. ARCA CAC Alternate: Caroline Mitchell

The elections will be held at next month's board meeting.

15. **Post-Retirement Medical Trust** (*Packet #2, page 216*)

A. Minutes of the April 26<sup>th</sup> Meeting

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

B. Statement on Current Trust Value

As of April 21<sup>st</sup>, the value of the trust assets was \$22,074,864, an increase of \$1,593,732 since the last quarterly report. The increase was due to a gain in investments in the amount of \$422,677 and a contribution made by the center in the amount of \$1,171,055.

**16. Strategic Planning Committee** (*Packet #2, page 221*)

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

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

**17. Vendor Advisory Committee**

A. Minutes of the April 6<sup>th</sup> Meeting (*Packet #1, page 96*)

B. Minutes of the May 4<sup>th</sup> Meeting (*Packet #2, page 234*)

Michelle Heid shared with the board what issues the VAC has been focusing on in the last couple of months. The meeting minutes were included in the meeting packet; please see Michelle with any questions.

**18. Old Business / New Business** (*Packet #1, page 103*)

A. Attendance Sheets

Copies of the updated board and committee meeting attendance sheets were included in the meeting packet. Board members cannot miss 3 meetings in a row or 5 meetings within a 12-month period.

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 - No visitations were reported.

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

A. Annual Board Retreat: Friday, June 2<sup>nd</sup>, and Saturday, June 3<sup>rd</sup> (Sheraton)

B. Next Board Meeting: Wednesday, June 14<sup>th</sup>, at 6:30 p.m. (Chatsworth Office)

C. Annual Board Dinner: Saturday, June 24<sup>th</sup> (Hyatt)

D. Family Focus Resource Center Events: Saturday, May 13<sup>th</sup> (Santa Clarita Activities Center):


1. Annual Transition Fair: 9:00 to 11:30 a.m.
2. Transition Conference: 10:00 a.m. to 3:45 p.m.

E. Negotiating Committee Meeting: Lou, Tamar, and Jeremy need to meet upstairs with Michele Marra immediately following the board meeting.


## 20. Adjournment

Lou adjourned the meeting at 8:50 p.m.

Submitted by,

  
Jennifer Kaiser  
Executive Assistant

for:

  
Debra Newman  
Board Secretary

[badmin.may10.2017]

