



Information for the

**April 10, 2013**

Board of Trustees Meeting

packet # 1 – mailed

North Los Angeles County Regional Center

**Board Packet # 1**

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# Board Calendars

# April

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
	<b>1</b> April Fool's Day	<b>2</b> <u>2:00 pm</u> Consumer Advisory Meeting	<b>3</b> <u>3:45 pm</u> Nominating Comm. Mtg. <u>4:00-4:45 pm</u> Orientation for CAC Applicants <u>5:00-6:00 pm</u> Orientation for VAC Applicants	<b>4</b> <u>9:30 am</u> Vendor Advisory Committee Mtg. (work groups meet)	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> <u>5:00-6:00 pm</u> Board Packet Review <u>6:00-6:30 pm</u> Board Dinner <u>6:30 pm</u> Board Meeting (Van Nuys)	<b>11</b> Budget Hearing (Sacramento)	<b>12</b> <u>8:00-10:00 am</u> 28 <sup>th</sup> Legislative Breakfast (Sam's Café at New Horizons)  ARCA CAC meeting (Sacramento)	<b>13</b>
<b>14</b>	<b>15</b> Tax Day	<b>16</b>	<b>17</b> <u>6:00 pm</u> Consumer Services Mtg. <u>7:00 pm</u> Gov't/CR Meeting	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b> Earth Day	<b>22</b>	<b>23</b>	<b>24</b> <u>5:30-6:15 pm</u> PRMT Mtg. <u>6:15-7:15 pm</u> Admin. Affairs <u>7:15-8:15 pm</u> Executive Mtg  Administrative Professionals Day	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>				

**2013**

# May

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
			<b>1</b> <u>5:30 pm</u> Nominating Committee Meeting (if needed)	<b>2</b> <u>9:30 am</u> Vendor Advisory Meeting (full meeting)	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b> <u>6:30 pm</u> Strategic Planning Committee Mtg.	<b>7</b> <u>2:00 pm</u> Consumer Advisory Committee Mtg.	<b>8</b> <u>5:00-6:00 pm</u> Board Packet Review <u>6:00-6:30 pm</u> Board Dinner <u>6:30 pm</u> Board Meeting (Van Nuys)	<b>9</b>	<b>10</b>	<b>11</b> Annual Board Retreat
<b>12</b> Mother's Day	<b>13</b> <u>12:00 pm</u> Housing Committee Meeting	<b>14</b> Shavuot at sunset (3 nights)	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> <u>10:00 am</u> Antelope Valley Vendor Forum	<b>21</b>	<b>22</b> <u>6:00 pm</u> Consumer Services Mtg. <u>7:00 pm</u> Government/CR Meeting	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> Memorial Day (NLACRC closed)	<b>28</b>	<b>29</b> <u>6:00-7:00 pm</u> Admin Affairs <u>7:00-8:00 pm</u> Executive Mtg	<b>30</b>	<b>31</b>	
					<b>2013</b>	

# Agenda & Minutes

North Los Angeles County Regional Center  
15400 Sherman Way, Suite 100, Van Nuys, CA  
Wednesday, April 10, 2013  
6:30 p.m.  
Board of Trustees Meeting

~ AGENDA ~

1. **Call to Order & Introductions** Yolanda Bosch  
President
2. **Public Input & Comments** (3 minutes)
3. **Consent Items**
  - A. Approval of Agenda
  - B. Approval of March 13<sup>th</sup> Board Meeting Minutes
4. **Discussion Topic:** The March 21<sup>st</sup> and 22<sup>nd</sup> ARCA Meetings (Sacramento)
5. **Committee Action Items**
  - A. Administrative Affairs Committee (Craig Girard)  
Approval of Contracts:
    - \* 1. Passport to Adaptive Living, Inc.
    - \* 2. A Change in Trajectory, Inc.
    - \* 3. California Psychcare, Inc.
    - \* 4. PathPoint
  - B. Consumer Services Committee (Jeremy Sunderland)
    - \* 1. Approval of Proposed Changes to Mission , Vision, Values Statement
  - C. Government & Community Relations Committee (Jeremy Sunderland)
    - \* 1. Approval of Proposed Changes to Policies and Procedures
6. **Director's Report** George Stevens  
Executive Director
7. **Administrative Affairs Committee** Craig Girard  
Treasurer
  - A. Minutes of the March 28<sup>th</sup> Meeting
  - B. Financial Report for February 2013
  - C. 3<sup>rd</sup> Quarter Human Resources Report
8. **Association of Regional Center Agencies (ARCA)** Jeremy Sunderland  
ARCA Delegate
  - A. Next Meetings: June 20 & 21 (Sacramento)
9. **Consumer Advisory Committee** Mary Jo Fernando  
Chair
  - A. Minutes of the April 2<sup>nd</sup> Meeting
  - B. Updated CAC Event Calendar

~ 10 minute break ~

10. **Consumer Services Committee - *No Report*** Jeremy Sunderland  
Chair
11. **Executive Committee** Yolanda Bosch  
Chair  
A. Minutes of March 28<sup>th</sup> Meeting  
B. Action Taken on Assembly Bill 1089 (Calderon)  
C. Action Taken on Letter to DDS  
D. Action Taken to Support the APSE Conference
12. **Government & Community Relations - *No Report*** Jeremy Sunderland  
Chair
13. **Housing Committee - *No Report*** Richard Dier  
Chair
14. **Nominating Committee** Meredith Rimmer  
Chair  
A. Minutes of April 3<sup>rd</sup> Meeting  
B. Status Report on Recruitment
15. **Post-Retirement Medical Trust - *No Report*** Yolanda Bosch  
Chair
16. **Strategic Planning Committee - *No Report*** Meredith Rimmer  
Chair
17. **Vendor Advisory Committee** Jenni Moran  
Chair  
A. Minutes of March 7<sup>th</sup> and April 4<sup>th</sup> Meetings
18. **Old Business / New Business**  
A. Attendance Sheets  
B. Complete Meeting Evaluations  
C. Visitation Reports
19. **Announcements / Information / Public Input**  
A. Next Board Meeting: Wednesday, May 8<sup>th</sup>, at 6:30 p.m. (Van Nuys)
20. **Adjournment**



\* Action Items



**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 March 13, 2013.

Trustees Present  
Yolanda Bosch  
Mary Jo Fernando  
Craig Girard  
Jenean Glover  
Dawn Hamilton  
Duane Joslin  
Eric Leh  
Martha Lopez  
Katie Mead  
Jenni Moran  
William Rayber  
Meredith Rimmer  
Jeremy Sunderland

Trustees Absent  
Richard Dier  
Sharoll Jackson

Staff Present  
Diane Ambrose  
Jennifer Kaiser  
Michele Marra  
Kim Rolfes  
George Stevens  
Anna Whitlock

Guests Present  
Roger Bulosan  
Tony Casasola  
Igris Guilly  
Sharon Hagerty  
Norman Jillest  
Jay Lytton

Adrianna Matthews  
Shane Peterson  
Jann Seymour  
John Swicegood  
Gay Wane  
Michael Whitman  
Tavia Wooley

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**1. Call to Order & Introductions**

The meeting was officially called to order by Yolanda Bosch, president, at 6:30 p.m. when it was determined that a quorum was present. Introductions were made.

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

**3. Consent Items**

A. Approval of Revised Agenda (*Packet # 2, page 96*)

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

B. Approval of February 13<sup>th</sup> Board Meeting Minutes (*Packet # 1, page 7*)

M/S/C (D. Joslin/J. Sunderland) To approve the minutes as presented.

**4. Presentation: Annual Review of IRS 990 Form (*Packet # 1, page 17*)**

It is required by law for the board to review the center's completed Return of Organization Exempt from Income Tax (990) form each year. Roger Bulosan, director of client services from Lautze & Lautze, reviewed the completed 990 form with the board, which was included in board packet # 1. The form 990 was reviewed, in depth, with the Administrative Affairs Committee at their last meeting and they are recommending board approval.

**5. Presentation: New Horizons**

Gay Wane, director of day programs, and Tony Casasola, day programs manager, gave the presentation. New Horizons provides services to over 800 consumers on their North Hills campus and in the community. They provide a continuum of services and supports to consumers living at home or living independently. They also have a day program, a work training/employment program and 12 group homes in the San Fernando Valley. In January of this year, New Horizons had the grand opening of their newly renovated Achievement Center. This center is now providing services to more than 100 people daily, successfully exposing them to educational and life skills.

**6. Committee Action Items (Packet # 1, page 73)**

**A. Administrative Affairs Committee (Craig Girard)**

- \* 1. Approval of IRS 990 Form

M/S/C (J. Moran/C. Girard) To approve the center's completed IRS 990 form as presented.

**B. Executive Committee (Yolanda Bosch)**

- \* 1. Approval of Letter Supporting Sunset of the Annual Family Program Fee

M/S/C (D. Joslin/K. Mead) To approve the letter supporting the sunset of the annual family program fee and to authorize Yolanda Bosch, board president, to sign it.

**C. Government & Community Relations Committee (Jeremy Sunderland)**

The concept for this year's Legislative Breakfast theme will be the impact that the trailer bill language has had on consumers, providers, and regional centers. Over \$1 billion has been taken from the regional centers' budget through trailer bill language.

- \* 1. Approval of Theme for Legislative Breakfast on April 12<sup>th</sup>

M/S/C (J. Moran/W. Rayber) To approve the theme as presented.

7. **Director's Report** (*Packet # 2, page 99*)

George addressed the following areas in his report: allocation methodology; the 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 attached to the report were: 3 possible cash flow scenarios; ARCA's position statement on the Governor's proposed state budget; a legislative update, including AB 1089 (Calderon); and a spreadsheet showing the center's efforts to implement and comply with the annual family program fee statute.

8. **Administrative Affairs Committee** (*Packet # 2, page 130*)

A. Minutes of the February 27<sup>th</sup> Meeting

The minutes were included in the meeting packet. Please see Craig with any questions.

B. Financial Report for January 2013

The financial report showed that the operations budget is \$34,411,880 with no projected surplus or deficit. The purchase of service (POS) budget is \$237,921,790 with projected expenses of \$267,757,290, leaving a deficit of \$29,835,500. The family resource center budget is \$122,721 for a total budget of \$272,456,391.

C. 2<sup>nd</sup> Quarter Financial Graph

The graph showed no surplus or deficit in July or August because DDS had not provided centers with their POS allocations yet. Starting in September, the projected POS deficit was between \$19 million and \$25 million, which continued to increase in October and November. The graph now reflects a POS deficit between 26.5 and 29.8 million as of January 31<sup>st</sup>.

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

A. Next ARCA Board Meeting: Friday, March 22<sup>nd</sup>

Jeremy, Yolanda, and George will all be attending the next ARCA board meeting. Yolanda announced that Jeremy has been nominated to serve as the president of the Board Delegates Group. Congratulations Jeremy!

10. **Consumer Advisory Committee** (*Packet # 2, page 148*)

A. Minutes of February 5<sup>th</sup> & March 5<sup>th</sup> Meetings

The minutes were included in the meeting packet; please see Mary Jo with any questions. Mary Jo announced that at the last CAC meeting, Elizabeth Lyons had pizzas brought in for everyone in honor of Randy Horton's birthday. Randy was a regional center consumer and an amazing advocate who passed away last year.

B. Updated CAC Event Calendar

Copies of the updated event calendar were included in the meeting packet.

C. Resignation of Cherie Roberson

Cherie Roberson had to resign her position on the CAC as she missed 3 meetings in a row.

11. **Consumer Services Committee** (*Packet # 1, page 76*)

A. Minutes of February 20<sup>th</sup> Meeting

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

B. Presentation of Proposed Changes to Mission, Vision, Values Statement

The proposed changes were included in the board packet for the board's review. They will be presented at next month's board meeting for approval.

**Action:** Board members should provide any further input on the proposed changes to the center's Mission, Vision, and Values Statement to Jennifer, prior to the next board meeting, and she will share it with the committee.

12. **Executive Committee** (*Packet # 2, page 162*)

A. Minutes of February 27<sup>th</sup> Meeting

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

B. Completed Executive Director Evaluation Forms Due

All completed evaluation forms are due to Yolanda tonight.

C. Autism Insurance Law Panel Event

The State Council on Developmental Disabilities (SCDD) will be holding a panel discussion on Wednesday, March 20<sup>th</sup>, from 10:30 to 11:30 a.m. at the Doubletree Hotel in Sacramento for the purpose of getting input on the implementation of Senate Bill 946 (the Autism insurance law). However, there are other ways to participate and provide input without traveling to Sacramento:

1. Survey monkeys will be available:
  - English: <https://www.surveymonkey.com/s/GDLG26Y>
  - Spanish: <https://www.surveymonkey.com/s/VNMMJQD>
2. Call in and listen via teleconference (for more information, contact the SCDD at 1-916-322-8481).

D. Action Taken to Approve Letter to Terri Delgadillo at DDS

The Executive Committee took action, on behalf of the board, to approve a letter to Terri Delgadillo, director of DDS, regarding the center's financial situation and projected cash flow problem. Copies of the signed letter were included in the meeting packet.

E. Action Taken to Approve Contracts

The Executive Committee took action, on behalf of the board, to approve the following contracts. Summaries of the contracts were included in the meeting packet.

1. Journey to Independence
2. Future Transitions
3. Build Rehabilitation
4. The Adult Skills Center (TASC)
5. Passport to Learning

F. Annual Board Retreat

1. Recommendation to cancel retreat on May 11<sup>th</sup>
2. Recommendation to expand August 14<sup>th</sup> board meeting

Considering the center's cash flow issues, the Executive Committee is recommending that this year's retreat be canceled and in its place, the August board meeting would be expanded to include a time for board members to become more acquainted, to be given a presentation or training by staff, and to discuss board goals for FY 2013-14. Jeremy felt that because the center's is having cash flow issues, that it is a good time to have a retreat.

M/S/C (D. Joslin/C. Girard; Abstention: J. Sunderland) To cancel this year's board retreat.

13. Government & Community Relations (*Packet # 1, page 82*)

A. Minutes of February 20<sup>th</sup> Meeting

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

B. Update on the Legislative Breakfast

Save the date: the Legislative Breakfast will be held Friday, April 12<sup>th</sup>, from 8:00 to 10:00 a.m. at Sam's Café at New Horizons in North Hills. The cost is \$10 per person, but NLACRC board members get in for free.

C. Update on Team Visits to Local Legislators' Offices/Legislative Platform

The visits are being set up for the last half of April. We are trying to target Fridays as that seems to be the best day to catch the legislators in person at their district offices. The talking points for the meetings will be the same as the Legislative Breakfast: the impact of the trailer bill language (including Early Start, the annual family program fee, etc.). We are also going to find out how many providers and consumers are in each legislator's district so we can share that information with them.

D. Report on ARCA Grass Roots Day, held March 6<sup>th</sup>

This year's team members were Michele Marra, Michelle Heid, Yolanda Bosch, and her son Mikey. They met with 11 legislators at the State Capitol. Yolanda stated that the center provided the team with great information and she felt the meetings were very successful. The legislators they met with listened to them, were interested, and engaged. This is just the beginning of our process to educate new legislators about our system. The team also gave "save the date" flyers to the legislators for our Legislative Breakfast.

E. Presentation of Proposed Changes to Committee's Policies and Procedures

The committee is proposing many changes to their policies and procedures to make them more streamlined and easier to understand. The proposed changes will be presented at next month's board meeting for approval.

**Action:** Board members should provide any further input on the proposed changes to the committee's policies and procedures to Jennifer, prior to the next board meeting, and she will share it with the committee.

14. Housing Committee - *No Report*

15. Nominating Committee (*Packet # 2, page 191*)

A. Minutes of March 6<sup>th</sup> Meeting

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

B. Further Discussion re: Potential Board Officers

Meredith reported that the Nominating Committee is recommending the following slate of officers for next fiscal year:

Immediate Past President:	Yolanda Bosch
President:	Eric Leh
1st Vice President:	Jenean Glover
2 <sup>nd</sup> Vice President:	Craig Girard
Treasurer:	Meredith Rimmer
Secretary:	Katie Mead
ARCA Delegate:	Jeremy Sunderland
ARCA Alternate:	Craig Girard
ARCA CAC Delegate:	William Rayber

The board members did not have any questions or comments concerning the proposed slate of officers.

C. Status Report on Recruitment

The Nominating Committee will be holding a group orientation for CAC applicants at their April 3<sup>rd</sup> meeting. They have also re-opened the recruitment

for the VAC as 4 of the 5 applications that had been submitted were from providers who were outside of our catchment area.

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

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

18. **Vendor Advisory Committee** (*Packet # 2, page 195*)

A. Minutes of February 7<sup>th</sup> Meeting

The minutes were included in the meeting packet; please see Jenni with any questions. Jenni reported that the Service Provider Needs Assessment Survey has been finalized and was sent out by the center via an e-mail blast today. There will also be a link on the center's website that can direct providers to the survey. The survey will be active for 30 days. The survey results will be shared with the VAC and will then be shared with the board.

B. Minutes of March 7<sup>th</sup> Meeting – *Deferred*

19. **Old Business / New Business** (*Packet # 1, page 91*)

A. Attendance Sheets

Board and board committee meeting attendance sheets are always included in the first board meeting packet. Please review them so you stay aware of your status.

B. Complete Meeting Evaluations

Yolanda asked the board members to please complete evaluations after the meeting and submit them to her with any comments.

C. Visitation Reports

No visitations were reported.

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

A. Next Board Meeting: Wednesday, April 10<sup>th</sup>, at 6:30 p.m. (Van Nuys)

21. **Adjournment**

M/S/C (C. Girard/J. Glover) To adjourn the meeting at 8:28 p.m.



Submitted by,

Jennifer Kaiser  
Executive Assistant

for:

Jenean Glover  
Board Secretary

[badmin.mar13.2013]

\* Board Action Items



## **Committee Action Items**

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Non-covered Insurance Co-Payments contract New Purchase of Services
2.	The Name of Vendor or Service Provider	<u>Passport to Adaptive Living, Inc.</u> PL1271-024
3.	The Purpose of the Contract	To fund non-covered insurance co-payments for applied behavior analysis (ABA) or other behavior health treatments (BHT) to maximize the functioning of an individual with autism or pervasive developmental disorder (PDD).
4.	The Contract Term	Five year contract effective July 1, 2012 through June 30, 2017
5.	The Total Amount of the Contract	Projected annual cost \$364,000: \$35 co-payment per day x 8 sessions per week x 25 NLACRC consumers x 52 weeks = \$364,000.  The projected total value of the contract over the 5 year term is \$1,820,000.
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to Passport to Adaptive Living, Inc., based on the actual services authorized and the amount of the actual non-covered insurance co-payment amount.
7.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate established by the insurance agency.
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None

The North Los Angeles County Regional Center's (NLACRC) Administrative Affairs Committee reviewed and discussed the above contract and is recommending an action of the Board of Trustees to Approve the contract.

\_\_\_\_\_  
Craig Girard, Board Treasurer

\_\_\_\_\_  
March 28, 2013  
Date

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's (NLACRC) Board of Trustees reviewed and discussed the Non-covered Insurance Co-Payments ("Contract") for **Passport to Adaptive Living, Inc.**, and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **Passport to Adaptive Living, Inc.** was reviewed and approved by NLACRC's Board of Trustees on **April 10, 2013**. The Board of Trustees hereby authorizes any Officer of the corporation to execute the Contract without material changes but otherwise on such terms deemed satisfactory to such Officer.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

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Jenean Glover, Board Secretary

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April 10, 2013

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Non-covered Insurance Co-Payments contract New Purchase of Services
2.	The Name of Vendor or Service Provider	<u>A Change in Trajectory, Inc.</u> PL1270-024
3.	The Purpose of the Contract	To fund non-covered insurance co-payments for applied behavior analysis (ABA) or other behavior health treatments (BHT) to maximize the functioning of an individual with autism or pervasive developmental disorder (PDD).
4.	The Contract Term	Five year contract effective July 1, 2012 through June 30, 2017
5.	The Total Amount of the Contract	Projected annual cost \$520,000: \$40 co-payment per day x 5 services per week x 50 NLACRC consumers x 52 weeks = \$520,000.  The projected total value of the contract over the 5 year term is \$2,600,000.
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to A Change in Trajectory, Inc., based on the actual services authorized and the amount of the actual non-covered insurance co-payment amount.
7.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate established by the insurance agency.
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None

The North Los Angeles County Regional Center's (NLACRC) Administrative Affairs Committee reviewed and discussed the above contract and is recommending an action of the Board of Trustees to **Approve** the contract.

\_\_\_\_\_  
Craig Girard, Board Treasurer

March 28, 2013  
Date

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's (NLACRC) Board of Trustees reviewed and discussed the Non-covered Insurance Co-Payments ("Contract") for **A Change in Trajectory, Inc.**, and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **A Change in Trajectory, Inc.** was reviewed and approved by NLACRC's Board of Trustees on **April 10, 2013**. The Board of Trustees hereby authorizes any Officer of the corporation to execute the Contract without material changes but otherwise on such terms deemed satisfactory to such Officer.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

\_\_\_\_\_  
Jenean Glover, Board Secretary

\_\_\_\_\_  
April 10, 2013

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Non-covered Insurance Co-Payments contract New Purchase of Services
2.	The Name of Vendor or Service Provider	<u>California Psychcare, Inc.</u> PL1268-024
3.	The Purpose of the Contract	To fund non-covered insurance co-payments for applied behavior analysis (ABA) or other behavior health treatments (BHT) to maximize the functioning of an individual with autism or pervasive developmental disorder (PDD).
4.	The Contract Term	Five year contract effective July 1, 2012 through June 30, 2017
5.	The Total Amount of the Contract	Projected annual cost \$1,872,000: \$40 co-payment per day x 6 services per week x 150 NLACRC consumers x 52 weeks = \$1,872,000.  The projected total value of the contract over the 5 year term is \$9,360,000.
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to California Psychcare, Inc., based on the actual services authorized and the amount of the actual non-covered insurance co-payment amount.
7.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate established by the insurance agency.
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None

The North Los Angeles County Regional Center's (NLACRC) Administrative Affairs Committee reviewed and discussed the above contract and is recommending an action of the Board of Trustees to **Approve** the contract.

\_\_\_\_\_  
Craig Girard, Board Treasurer

March 28, 2013  
Date

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's (NLACRC) Board of Trustees reviewed and discussed the Non-covered Insurance Co-Payments ("Contract") for California Psychcare, Inc., and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and California Psychcare, Inc. was reviewed and approved by NLACRC's Board of Trustees on April 10, 2013. The Board of Trustees hereby authorizes any Officer of the corporation to execute the Contract without material changes but otherwise on such terms deemed satisfactory to such Officer.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

\_\_\_\_\_  
Jenean Glover, Board Secretary

\_\_\_\_\_  
April 10, 2013



## Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	New Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	<u>Pathpoint</u> PL1065-055
3.	The Purpose of the Contract	<p>Pathpoint will serve Consumers who have moved into the community from a State Developmental Centers as well as other Consumers with challenging behaviors requiring Community Integration Training Program services.</p> <p>Services include, but are not limited to, assistance with acquisition, retention, or improvement in self-help, socialization, and adaptive skills. Consumer to staff ratios will be either 1:1, 1:2, or 1:3 based on the consumers service needs identified in their IPP.</p>
4.	The Contract Term	April 15, 2013 through April 30, 2018 (FY2012-2013 through FY2017-2018)
5.	The Total Amount of the Contract	Projected annual cost is \$1,691,465 per year or \$8,457,325 over the contract term.
6.	The Rate of Payment or Payment Amount	<p>NLACRC shall compensate Contractor based on the following monthly rates:</p> <p>1:1 Staffing Ratio - \$3,550.01 per month per consumer            1:2 Staffing Ratio - \$2,454.35 per month per consumer            1:3 Staffing Ratio - \$1,763.30 per month per consumer</p>

7.	Method or Process Utilized to Award the Contract.	<p>NLACRC requested CPP start up funds in its CPP plan submitted to DDS for FY2009-2010. NLACRC received CPP start up funding in the amount of \$100,000 in our FY2009-2010 A-1 allocation on September 28, 2009 to develop a Community Integration Training program to serve Consumers who have moved into the community from a State Developmental Center as well as other Consumers with challenging behaviors. Pathpoint was selected thru a RFP process issued on February 4, 2010.</p> <p>NLACRC utilized the vendorization requirements under statute and regulation to vendor Pathpoint for the Community Integration Training service.</p>
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Cost Statement: NLACRC negotiated a monthly rate with the provider that was equal to or less than the median rate for Community Integration Training services.
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None

The North Los Angeles County Regional Center's (NLACRC) Administrative Affairs Committee reviewed and discussed the above contract and is recommending an action of the Board of Trustees to Approve the contract.

\_\_\_\_\_  
Craig Girard, Board Treasurer

\_\_\_\_\_  
March 28, 2013

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's (NLACRC) Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement for **Pathpoint** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Nonresidential Negotiated Rate Agreement (Agreement) between NLACRC and **Pathpoint** was reviewed and approved by NLACRC's Board of Trustees on **April 10, 2013**. The Board hereby authorizes any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC's Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

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Jenean Glover, Board Secretary

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April 10, 2013

## MISSION STATEMENT

North Los Angeles County Regional Center, with integrity and transparency, provides lifelong partnerships and planning to persons with developmental disabilities by promoting their civil and personal rights, providing comprehensive information, advocating in cooperation with consumers, promoting and providing quality services, and supporting full participation of consumers and families in all aspects of community life.

## VISION STATEMENT

- Consumers and their family members will have control over their supports and services.
- Consumers will have greater access to safe and affordable housing.
- Consumers and their families will receive innovative supports and services to meet existing and emerging needs.
- Consumers and their families will receive supports and services in true partnership with the regional center, providers, schools, health care, and other agencies.
- Consumers will have greater access to opportunities to work in non-sheltered settings.

## VALUES STATEMENT

The Board of Trustees for North Los Angeles County Regional Center respects the rights of individuals with developmental disabilities. As such, the board will promote, protect, and advocate for consumers' rights by following these values as guiding principles in the board's policy development, decision making, and strategic planning.

### Values

Individual people with developmental disabilities:

- Have the same rights and responsibilities as other residents of their communities.
- Have the right to fully participate in all aspects of community life.
- Have the right to receive the highest quality of supports and services to meet their needs.
- Have the right to make their own decisions and be heard in respect to their life choices.

North Los Angeles County Regional Center  
Government and Community Relations Committee

Policies & Procedures

*Draft*

Bylaws

The Government and Community Relations Committee (*GCRC*) is a standing committee of the Board of Trustees (*Board*) of North Los Angeles County Regional Center (*NLACRC*), established in Article VII, Section 7, of the Bylaws.

The chairperson is selected by the members of the *GCRC* ~~committee~~. A quorum consists of 50% of the committee. The term for members of the *GCRC* ~~Government and Community Relations Committee~~ is one (1) year.

Process

The *GCRC* ~~Government and Community Relations Committee~~ meets ~~on a monthly basis~~ *on the dates and times identified in the approved board calendar* or ~~may~~ *can* meet more often if needed. An agenda is prepared in accordance with the committee's approved critical calendar. Also present at the committee meetings are the executive director and staff of *NLACRC* that may be requested to participate by the executive director. Any board members or interested persons are invited to participate any time. The committee may also invite the participation of consumers or representatives of other agencies as appropriate.

Content

The *GCRC* ~~Government and Community Relations Committee~~ may address issues assigned to it by the Board of Trustees or brought to *its* ~~the~~ attention of the ~~committee~~ by the committee members/guests and/or the executive director. The scope of these issues *should* ~~would~~ demonstrate a significant impact on consumers, families, and/or the provider community. Thereafter, the committee will determine if any action is needed and, if so, will recommend the action to the Board of ~~Trustees~~.

The *GCRC* ~~Government and Community Relations Committee~~ is also responsible for reviewing public awareness related materials, such as videotapes/Digital Versatile Discs (DVDs), brochures, speaking engagements, outreach for board members reflective of community demographics of culture and ethnic origin, and media.

The *GCRC* ~~Government and Community Relations Committee~~ shall inform and educate the diversified communities served by *NLACRC* as to the purposes, policies and operational procedures of the organization. The *GCRC* ~~Government and Community Relations Committee~~ will also serve as a clearing house for all public awareness forums and materials developed by *NLACRC*'s Board of ~~Trustees~~ for distribution to the community.

The ~~GCRC Government and Community Relations Committee~~ is responsible for the review of all legislation affecting ~~NLACRC's the regional center~~ business, including consumer services and/or individuals with developmental disabilities in general and, in some instances, develops a position paper for the Board's ~~of Trustees'~~ approval and action. Further activities of the ~~GCRC Government and Community Relations Committee~~ may include, recommending an action to the Board ~~of Trustees~~ that is consistent with their position, such as:

- Establishing ~~or causing~~ contacts with vendors, services groups, chambers of commerce, parent groups, advocacy groups, and elected officials.
- Communicating legislative positions adopted by the Board and analyzing various legislative materials solicited from other agencies to properly inform the Board.
- Advocating with elected officials and other advocacy groups.
  - Implementing and maintaining a legislative *actions* ~~priority system~~ for the Board to follow pertaining to legislative bills which may need further action.

#### Definitions / ~~NLACRC's Legislative Actions~~ ~~Priority System~~

Support: NLACRC agrees with the proposed legislation in part or in total and will advocate for its passage which may include amendments.

Oppose: NLACRC does not agree with the proposed legislation in part or in total and will advocate against its passage unless it is amended.

Watch: NLACRC has not taken a position at this time, but will track the bill because of its potential significance to regional centers.

Actions: *Dependent upon NLACRC's position, any or all of the following actions would be taken, including, but not limited to:*

- *Mailing/e-mailing information to families and consumers of NLACRC.*
- *Writing letters to our elected officials as determined by the Board.*
- *Informing the Board and any applicable committees.*
- *Contacting the media.*
- *Contacting service organizations.*

- *Contacting families or community leaders who could exert influence with elected officials.*
- *Contacting other advocacy groups.*
- *Making personal, phone, e-mail, or fax contact with elected officials.*
- *Collaborating with other groups within the developmental disabilities arena to convey concerns and/or influence their position regarding a specific legislative bill.*

~~Priority 1 — NLACRC would put forth an all-out effort which may entail, but would not be limited to:~~

- ~~▪ Mailing information to families and clients of NLACRC~~
- ~~▪ Sponsoring a rally~~
- ~~▪ Informing the Vendor Advisory Committee~~
- ~~▪ Contacting the media~~
- ~~▪ Contacting service organizations~~
- ~~▪ Utilizing existing technology~~

~~Priority 2 — NLACRC would encourage and initiate personal contacts by telephone or in person to the legislators in our catchment area and to legislative committee chairs by, but not limited to:~~

- ~~▪ Executive director and/or other key staff members~~
- ~~▪ Board members~~
- ~~▪ Vendor Advisory Committee members~~
- ~~▪ Families or community leaders who could exert influence~~
- ~~▪ Personal or phone contact with elected officials or staff~~
- ~~▪ Contact with other advocacy groups~~

~~Priority 3 — NLACRC would write letters to our elected officials as determined by the Board of Trustees~~

~~Priority 4 — NLACRC would collaborate with other groups within the developmental disabilities arena to convey concerns and/or influence their position regarding legislation. In addition, NLACRC may inform consumers, families, and providers of pending legislation.~~

**Attendance Sheets  
&  
Meeting Evaluation**



North Los Angeles County Regional Center  
Board of Trustees

Meeting Attendance  
FY 2012-13

Board Member	July 2012 X	Aug. 2012	Sept. 2012	Oct. 2012	Nov. 2012	Dec. 2012 X	Jan. 2013	Feb. 2013	Mar. 2013	Apr. 2012	May 2012	June 2012
Yolanda Bosch		Ab	P	Ab	P		P	P	P	P	P	P
Richard Dier		P	Ab	P	P		Ab	P	Ab	P	P	P
Mary Jo Fernando (CAC Chair)		P	P	P	P		P	P	P			
Craig Girard		P	P	Ab	P		P	P	P	P	P	P
Jenean Glover		P	P	Ab	P		Ab	P	P	Ab	P	P
Dawn Hamilton		P	P	P	Ab		P	P	P			
Sharoll Jackson		P	P	P	P		P	P	Ab	P	P	P
Duane Joslin		P	Ab	P	P		Ab	P	P	P	Ab	P
Eric Leh		P	P	P	P		P	P	P	P	P	Ab
Martha Lopez		Ab	P	P	P		Ab	P	P			
Katie Mead		P	P	P	P		Ab	P	P	Ab	P	P
Jenni Moran (VAC Chair)		Ab	P	P	P		P	P	P	Ab	P	P
William Rayber		P	P	P	P		P	P	P	P	P	P
Dr. Meredith Rimmer		P	P	P	Ab		P	P	P	P*	P	P
Jeremy Sunderland		P	P	Ab	P		Ab	P	P	P	P	P
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												

X = No meeting held      P = Present      Ab = Absent      \* = Visitation      ex: Excused

North Los Angeles County Regional Center  
Board of Trustees

Committee Meeting Attendance  
FY 2012-13

Board Member	July 2012	Aug. 2012	Sept. 2012	Oct. 2012	Nov. 2012	Dec. 2012	Jan. 2013	Feb. 2013	Mar. 2013	Apr. 2012	May 2012	June 2012
Yolanda Bosch (EC)	P	P	P	P	P	X	P	P	P	P	Ab	X
Richard Dier (CS)	P	P	P	P	P		P	P	X	P	P	X
Mary Jo Fernando (CAC)	X	P	P	P	P		P	P	Ab			
Craig Girard (AA)	P	P	P	P	P		P	P	P	P	Ab	X
Jenean Glover (NC)	X	P	X	X	X		P	P	P	P	Ab	X
Dawn Hamilton (CS)	P	P	Ab	P	P		Ab	P	X			
Sharoll Jackson (EC)	P	P	Ab	P	P		P	P	Ab	Ab	P	X
Duane Joslin (GCR)	P	P	P	P	P		P	P	X	P	P	X
Eric Leh (EC)	P	P	P	P	Ab		P	P	P	P	P	X
Martha Lopez (GCR)	P	P	Ab	P	Ab		Ab	P	X			
Katie Mead (EC)	P	P	P	P	P		P	P	Ab	P	P	X
Jenni Moran (VAC)	X	Ab	P	P	P		P	P	P	P	Ab	P
William Rayber (SPC)	X	P	X	X	P		X	P	X	X	P	X
Mercedith Rimmer (NC)	X	P	X	X	X		P	P	P	X	P	X
Jeremy Sunderland (GCR)	P	P	P	P	P		P	P	X	P	P	X
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												
~ open position ~												

X = No meeting held      P = Present      Ab = Absent      \* = Not a regularly scheduled meeting  
T ~ Transportation problem

**Attendance Policy:** In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

North Los Angeles County Regional Center  
Board of Trustees

Meeting Evaluation

Name: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Did the meeting follow the agenda? Yes \_\_\_ No \_\_\_

2. Did the meeting begin as scheduled? Yes \_\_\_ No \_\_\_

3. Did the meeting end as scheduled? Yes \_\_\_ No \_\_\_

4. Did you receive written or verbal information about the issues on the agenda? Yes \_\_\_ No \_\_\_

5. Did the information received enable you to make informed decisions? Yes \_\_\_ No \_\_\_

6. Did the issues concern:

a. Consumers? Yes \_\_\_ No \_\_\_

b. Board operations? Yes \_\_\_ No \_\_\_

c. Committee business? Yes \_\_\_ No \_\_\_

d. Center operations? Yes \_\_\_ No \_\_\_

e. None of the above? (please specify below)

\_\_\_\_\_  
\_\_\_\_\_

7. Did you feel prepared to participate in the meeting? Yes \_\_\_ No \_\_\_

8. What would you like more information about?

\_\_\_\_\_  
\_\_\_\_\_