

**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 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

Guests Present

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

Staff Present

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

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

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 13th 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 12th
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 27th 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. 2nd 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 31st.

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

A. Next ARCA Board Meeting: Friday, March 22nd

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 ARCA Board of Directors. Congratulations Jeremy!

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

A. Minutes of February 5th & March 5th 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 20th 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 27th 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 20th, 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 11th
2. Recommendation to expand August 14th 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 20th 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 12th, 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 6th

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 6th 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 nd 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 3rd 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 7th 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 7th 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 10th, at 6:30 p.m. (Van Nuys)

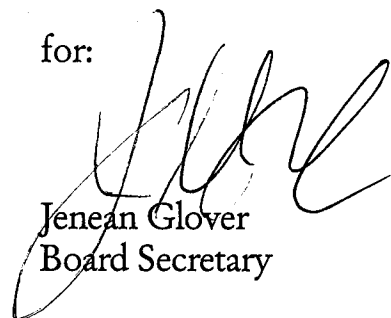
21. **Adjournment**

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

