

**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 Desert Haven Enterprises, 43437 Copeland Circle, Lancaster, California, on October 10, 2012.

Trustees Present

Thomas Aguinaga  
Richard Dier  
Mary Jo Fernando  
Dawn Hamilton  
Sharoll Jackson  
Duane Joslin  
Eric Leh  
Martha Lopez  
Katie Mead  
Jenni Moran  
William Rayber  
Meredith Rimmer

Trustees Absent

Yolanda Bosch  
Craig Girard  
Jenean Glover  
Jeremy Sunderland

Staff Present

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

Guests Present

Carolyn Caldwell  
Yolanda Hutson  
Kathleen Secchi  
Gay Wane

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**1. Call to Order & Introductions**

The meeting was officially called to order by Eric Leh, 1<sup>st</sup> vice president, at 7:00 p.m. when it was determined that a quorum was present. Introductions were made. Eric thanked Jenni Moran for hosting the board meeting and also welcomed George Stevens back from his medical leave.

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

**3. Consent Items**

**A. Approval of Revised Agenda**

Two changes were made to the agenda: item 11.C. was re-numbered 10.C. and a new item 5. was added to include board member reports on the recent Association of Regional Center Agencies (ARCA) New Day Conference; the remaining agenda items were re-numbered accordingly.

M/S/C (J. Moran/S. Jackson) To approve the revised agenda as modified.

**B. Approval of Revised September 12<sup>th</sup> Board Meeting Minutes**

M/S/C (J. Moran/S. Jackson) To approve the revised minutes as presented.

4. **Committee Action Items**

A. **Administrative Affairs Committee (Craig Girard) (*Packet # 1, page 18*)**

- \* 1. Approval of Contract with National Support Services

M/S/C (D. Joslin/T. Aguinaga) To approve the contract with National Support Services as presented.

- \* 2. Approval of Health Care Resolution

M/S/C (T. Aguinaga/D. Joslin) To approve the health care resolution as presented.

B. **Consumer Services Committee (Jeremy Sunderland)**

- \* 1. Approval of Proposed Changes to Service Standards (*Handout*)

- Individual Program Plan (IPP) Development
- Family Supports and Living Arrangements
- Clinical Services
- Early Start (*Packet # 1, page 42*)
- Prevention

M/S/C (D. Joslin/T. Aguinaga) To approve the proposed changes to the center's service standards, as presented, and to submit them to the Department of Developmental Services (DDS).

C. **Executive Committee (Eric Leh for Yolanda Bosch) (*Packet # 2, page 79*)**

- \* 1. Approval to sign the D-1 Contract Amendment

M/S/C (T. Aguinaga/S. Jackson) To approve Eric Leh signing the center's D-1 contract amendment with DDS, on behalf of Yolanda Bosch.

D. **Housing Committee (Richard Dier) (*Packet # 2, page 130*)**

- \* 1. Approval of Housing Committee's Priorities for FY 2012-13

M/S/C (D. Joslin/T. Aguinaga) To approve the Housing Committee's priorities for FY 2012-13, as presented.

E. Strategic Planning Committee (Meredith Rimmer) (*Packet # 1, page 43*)

\* 1. Approval of NLACRC's 2013 Performance Contract

M/S/C (S. Jackson/K. Mead) To approve the center's 2013 performance contract with DDS as presented and to submit it to DDS.

5. Board Member Reports on the ARCA New Day Conference

MaryJo Fernando and Martha Lopez both attended the ARCA New Day Conference on September 18<sup>th</sup> and 19<sup>th</sup> at the Hilton Hotel in Pasadena and gave enthusiastic reports on the speakers, what they learned, and who they met.

6. Director's Report (*Packet # 2, page 131*)

George began his report by thanking everyone for their support and well wishes while he was on medical leave. George then addressed the following areas in his report: allocation methodology; the state budget for FY 2012-13; legislation; regional center operations; and community activities. Copies of the director's report were included in board packet # 2 along with the center's monthly quality assurance, consumer statistics, and special incident reports.

7. Administrative Affairs Committee (*Packet # 2, page 166*)

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

The minutes were included in the packet for the board's review.

B. 1<sup>st</sup> Quarter Human Resources Report

During the 1<sup>st</sup> quarter of this fiscal year, the center had 45 positions on hold, 13 new hires, 1 promotion, and 12 separations for a quarterly turnover rate of 0.29%.

C. Financial Report for August 2012

The center's operations budget is \$33,461,002 and the purchase of service (POS) budget is \$229,540,620. No projections can be made as to a deficit or surplus in either budget until the center completes its sufficiency of allocation report (SOAR) later this month. However, the center was allocated \$240 million in POS last fiscal year and only \$229 million in POS this fiscal year, so we anticipate the projection of a large POS deficit.

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

- A. Next Meetings: October 18 & 19, 2012 (San Diego)

9. **Consumer Advisory Committee** (*Packet # 2, page 177*)

- A. Minutes of October 2<sup>nd</sup> Meeting  
B. CAC Event Calendar

Mary Jo pointed out the committee's new event calendar, which includes local legislators' events, is updated and will be included in the board packet each month with the committee meeting minutes.

10. **Consumer Services Committee** (*Packet # 1, page 50*)

- A. Minutes of September 19<sup>th</sup> Meeting

The minutes were included in the packet for the board's review.

11. **Executive Committee** (*Packet # 2, page 182*)

- A. Minutes of September 27<sup>th</sup> Meeting  
B. Board Action Log for FY 2011-12

The minutes and the board action log were included in the board packet for the board's review.

- C. Action Taken to Approve the Memorandum of Understand (MOU) with Harbor Regional Center (*Packet # 1, page 38*)

The Executive Committee took action, on behalf of the board, to approve the MOU with Harbor Regional Center.

12. **Government & Community Relations** (*Packet # 1, page 55*)

- A. Minutes of September 19<sup>th</sup> Meeting  
B. Update on Candidates Forum & Voter Registration/Education Day

The minutes were included in the packet for the board's review and an update was given on the plans for the center's candidate's forum which will be held next Tuesday, October 16<sup>th</sup>, at Sam's Café at New Horizons, from 7:00 to 8:30 p.m. Although fliers were distributed and information was posted on the center's

website and sent through an e-mail blast, we have only received very few RSVPs for this event. It's very important to have a big turnout of guests at this event.

**Action:** Jenni will contact the Vendor Advisory Committee members and remind them to RSVP for their attendance at the candidate's forum.

13. **Housing Committee** - *No Report*
14. **Nominating Committee** - *No Report*
15. **Post-Retirement Medical Trust** - *No Report*
16. **Strategic Planning Committee** - *No Report*
17. **Vendor Advisory Committee** (*Packet # 2, page 215*)

A. Minutes of October 4<sup>th</sup> Meeting

The minutes were included in the packet for the board's review.

18. **Old Business / New Business** (*Packet # 1, page 62*)

A. Attendance Sheets

Board and committee meeting attendance sheets are always included in the board packet; please review them for accuracy.

B. Complete Meeting Evaluations

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

C. Visitation Reports

No visitations were reported, although Thomas Aguinaga and William Rayber expressed interest in visiting a program in the San Fernando Valley.

**Action:** Jennifer will follow up with Thomas and William to set up their visitation.

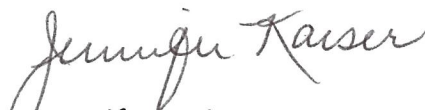
19. **Announcements / Information / Public Input**

A. Next Board Meeting: Wednesday, November 14<sup>th</sup>, at 6:30 p.m. (Van Nuys)

20. **Adjournment**

Eric adjourned the meeting at 8:19 p.m.

Submitted by,



Jennifer Kaiser  
Executive Assistant

for,



Jenean Glover  
Board Secretary

[bdmin.oct10.2012]



\* Board Action Items