

**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 February 13, 2013.

Trustees Present

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

Trustees Absent

All present

Guests Present

Tony Arrow
Daniel Becerra
Yael Blasberg
Roger Bulosan
Michelle Heid
Anthony Jenkins
Jay Lytton
Serale Robles
Kathleen Secchi
Jann Seymour
John Swicegood
Gay Wane

Staff Present

Diane Ambrose
Jennifer Kaiser
Michele Marra
Vini Montague
George Stevens
Anna Whitlock

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 51*)

Item 10.C. was added to the agenda.

M/S/C (D. Joslin/K. Mead) To approve the revised agenda as modified.

B. Approval of January 9th Board Meeting Minutes (*Packet # 1, page 7*)

M/S/C (W. Rayber/D. Joslin) To approve the minutes as presented.

4. Presentation of Annual Audited Financial Statement

Tony Arrow, from Lautze & Lautze, provided the board with highlights of the center's audited financial statement for the year ending June 30, 2012. The center had a clean, unqualified audit with no material weaknesses found. In addition, there were no significant deficits to report on the center's internal controls. They had reviewed the financial statement in detail with the Administrative Affairs Committee last month and the committee accepted the audit as presented.

5. Presentation on Behavioral Services

Michele Heid, from the Behavioral Learning Center, and Anthony Jenkins, from Speech, Language, and Educational Associates, gave the presentation on behalf of the Vendor Advisory Committee's Children's Services Work Group. Information presented included an overview of behavioral services offered by NLACRC, overview of applied behavior analysis, board-certified behavior analyst certification, changes to legislation impacting behavioral service vendors, consumer characteristics, service delivery, quality indicators of behavioral services, staff training, outcomes, and challenges faced by vendors.

6. Committee Action Items (*Packet # 1, page 14*)

A. Administrative Affairs Committee (Craig Girard)

*** 1. Acceptance of Annual Audited Financial Statement**

M/S/C (D. Joslin/S. Jackson) To accept the annual audited financial statement as presented.

*** 2. Approval of Pension Reform Memorandum of Understanding (MOU)**

M/S/C (D. Joslin/K. Mead) To approve the pension reform MOU as presented and to authorize Yolanda Bosch, board president, to sign it.

*** 3. Approval of Contracts with Community Provider of Enrichment Services**

- a. Donna Facility
- b. Napa Facility
- c. Baird Facility

M/S/C (J. Glover/K. Mead) To approve the CPES contracts for the Donna, Napa, and Baird facilities, as presented.

7. **Director's Report** (*Packet # 2, page 55*)

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 his report was a cash analysis for FY 2012-13, ARCA's draft position statement on the governor's proposed state budget for FY 2013-14, and a legislative update. George added that the first budget hearing will be held on Thursday, March 7th, and it may be aired live on the California Channel (www.calchannel.com).

Action: George asked Jennifer to provide the board with details about the March 7th budget hearing.

8. **Administrative Affairs Committee** (*Packet # 2, page 95*)

A. Minutes of the January 30th Meeting

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

B. 2nd Quarter Human Resources Report

During the 2nd quarter of this fiscal year, the center had 37 positions on hold, 4 new hires, 2 promotions, and 7 separations for a quarterly turnover rate of 0.17%.

C. Financial Report for December 2012

The financial report showed that the operations budget is \$34,418,946 with projected expenses in the same amount, leaving no surplus or deficit. The purchase of service (POS) budget is \$237,936,991 with projected expenses of \$268,188,377, leaving a deficit of \$30,251,386. The family resource center budget is \$122,721 for a total budget of \$272,478,658.

9. **Association of Regional Center Agencies (ARCA)** (*Packet # 2, page 113*)

A. Report on January 18th ARCA Board Meeting

Jeremy reported that most of the topics discussed at the board meeting were already covered by George during his director's report, including legislation and regional center cash flow issues. (For more details about the meeting, see Section VI.A. in the Executive Committee meeting minutes.)

B. Discussion re: ARCA's Draft 2013-15 Strategic Plan

Jennifer e-mailed the board ARCA's draft strategic plan asking them to please review it and provide her with any input. The plan was also included in the board meeting packet. Yolanda stated that it is very important for the board to have a voice in our trade organization's strategic plan.

Action: Board members will review ARCA's draft strategic plan and forward any input or comments on it to Jennifer by Friday, February 22nd. Jennifer will forward any comments she receives from the board to Jeremy and Craig.

C. Report on January 11th ARCA CAC Meeting

William participated in the ARCA CAC meeting that was held last month in Sacramento. The ARCA CAC is a statewide group of consumers (1 from each of the 21 regional centers) who meet 4 times a year in Sacramento. They also hold conference calls in between the in-person meetings. Highlights of the January 11th in-person meeting included:

1. A presentation by Disability Rights California on "The Vote Project."
2. A review of the governor's proposed state budget for next fiscal year.
3. A review of the National Core Indicators Data.
4. Discussion about what areas the ARCA CAC could focus on in the future.
5. Each meeting ends with each committee member giving a report on what activities their regional center and/or their CAC is currently involved in. William told them about the board's pending legislative visits with our new legislators and the CAC's event calendar.

D. Next ARCA Board of Directors Meeting: March 22, 2013 (Sacramento)

10. Consumer Advisory Committee (*Packet # 2, page 135*)

A. Minutes of February 5th Meeting - *Deferred*

The minutes will be included in next month's board meeting packet.

B. Updated CAC Event Calendar

Copies of the CAC's updated event calendar were provided to the board for their information.

C. Report on Meeting with Assembly Member Bob Blumenfield

Mary Jo participated in the assembly member's "sidewalk hours" where he is available to meet with people in an informal manner. She asked him the following questions:

1. The governor's budget proposal assumes that the existing 1.25% payment reduction to regional centers and their service providers will "sunset," (end) on June 30, 2013. *Assembly member Blumenfeld would like to see the 1.25% payment reduction end, if possible.*
2. The Association of Regional Center Agencies (ARCA) is considering co-sponsoring legislation that would restore the Early Start program to the way it was before the budget reductions were made. Does he believe that this legislation would be widely supported? *Assembly member Blumenfeld supports this type of legislation, but believed it would probably take quite a while (more than a year) to get it passed.*
3. The governor is proposing major changes to California's adult education system that would impact programs serving adult consumers. Does the assembly member have any information as to how consumers will be impacted by this? *Assembly Member Blumenfeld stated that this proposal would provide more funding for community colleges.*

11. **Consumer Services Committee** (*Packet # 1, page 22*)

- A. Minutes of January 16th Meeting
- B. 2nd Quarter Exceptions/Exemptions Report
- C. 2nd Quarter Consumer Diagnosis Report
- D. 2nd Quarter Appeals & Hearings Report

The meeting minutes and the 3 quarterly reports were included in the meeting packet. Please see Jeremy with any questions.

12. **Executive Committee** (*Packet # 2, page 138*)

- A. Minutes of January 30th Meeting

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

- B. Team Visits to Local Legislators' Offices/Legislative Platform

So far, ideas for the center's legislative platform include:

1. The impact of rate freezes.
2. The newly required provider audits (and other unfunded mandates).
3. The restoration of the Early Start program.
4. ARCA-sponsored legislation.
5. Behavioral health services and the renewal of SB 946.
6. Supporting the sunset of the annual family program fee.

A training will be held on Tuesday, March 12th, from 5:00 to 6:30 p.m. to prepare board members for their upcoming visits with our local legislators. Flyers for the training were handed out.

C. Completion of Executive Director Evaluation Forms – *Handout*

The board reviewed and discussed the evaluation form at the September board meeting, now it is time for board members to complete the form. The form and an addressed, stamped envelope were provided to each board member. The completed forms are due to Yolanda Bosch, board president, prior to the March 13th board meeting. Board members are required to complete and submit completed evaluation forms in order to continue serving on the board. Any questions should be directed to Yolanda Bosch or Michele Marra.

Action: Board members will complete and return executive director evaluation forms to the board president prior to the March 13th board meeting.

D. Action Taken to Oppose Intermediate Care Facility (ICF) Rate Proposal

The Executive Committee took action to approve a letter opposing the ICF rate proposal. Copies of the letter were included in the meeting packets.

E. Action Taken to Approve Contract with Crossroads to Success

The Executive Committee took action to approve the center's contract with Crossroads to Success. Copies of the contract summary were included in the meeting packets.

F. Discussion re: Board Retreat: Saturday, May 11th

There was quite a bit of discussion at the Executive Committee meeting regarding the board retreat, what it should consist of, where it should be held, or if it should be held at all. However, everyone agreed that if the retreat is held, full board participation (including new incoming board members) would be essential. Yolanda asked the board for their input and the following suggestions were made:

1. Hold the retreat from 8:30 a.m. to 12:30 p.m., rather than 9:00 a.m. to 3:00 p.m.
2. By a show of hands, 11 board members voted to have a retreat and 4 voted not to.
3. The retreat should include a social time where board members could get to know one another better.

Action: The Executive Committee will discuss the retreat at their next meeting on February 27th and will come up with 3 options for a board retreat, which they will present at the March 13th board meeting.

13. **Government & Community Relations** (*Packet # 1, page 38*)

A. Minutes of January 16th Meeting

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

B. Legislative Training Session: Tuesday, March 12th

(See item 12.B. above.)

C. ARCA Grass Roots Day: Wednesday, March 6th

To date, ARCA has not provided us with any information regarding talking points for ARCA Grass Roots Day visits with legislators at the State Capitol, so we are planning to share our own legislative platform with them.

14. **Housing Committee** (*Packet # 2, page 158*)

A. Minutes of February 11th Meeting

The minutes were included in the meeting packet. Richard stated that much of the housing efforts are made at the city and county level, so we should make sure we include our local city and county representatives in our outreach efforts. Richard will be terming off the board in June and another board member with an interest in housing will need to take his place. Richard is planning to continue participating on the Housing Committee, after his term is up, as a community member. The next quarterly Housing Committee meeting will be held Monday, May 13th, at noon, and a presentation will be made by Community Provider of Enrichment Services (CPES).

15. **Nominating Committee** (*Packet # 2, page 158*)

A. Minutes of February 6th Meeting

Minutes of the meeting were included in the meeting packet. The committee had planned to interview 5 board applicants at the last meeting, 1 applicant withdrew her application and another had to cancel, so 3 interviews were held. Interviews with board applicants who are residents of the Antelope Valley will be held at the committee's next meeting on March 6th.

16. **Post-Retirement Medical Trust** (*Packet # 2, page 167*)

A. Minutes of January 30th Meeting

The minutes were included in the meeting packet.

B. Statement on Current Trust Value

The value of the trust was \$11,488,137 as of January 28, 2013, which is an increase of \$483,532 since the last report dated October 19, 2012. The increase is due to gains in investments. The rate of return for the last 12 months has been +11.2%. The rate of return since the trusts inception (98 months ago) is +4.88%.

17. **Strategic Planning Committee** (*Packet # 1, page 172*)

A. Minutes of February 4th Meeting

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

18. **Vendor Advisory Committee** (*Packet # 2, page 176*)

A. Minutes of February 7th Meeting - *Deferred*

The minutes will be included in next month's board meeting packet.

1. Notes of VAC Adult & Children's Services Group meeting

The VAC wanted to work with the center to identify service providers who are in distress and determine how we could best assist them. They decided they would start by setting up a survey monkey. The draft survey was finalized at the last VAC meeting and will be going live shortly. The

survey monkey will be set up for 30 days and the center will be sending out an e-mail blast to everyone letting them know about it and the importance of completing it. Once the 30-day period has closed, the data collected will be analyzed. A report on the results will be presented to the VAC on April 4th and then to the board on April 10th.

Also, the VAC appreciates that ARCA plans to take on rate reform as one of their issues, especially as providers are feeling the pinch of the increasing costs of health care, workers' compensation, gasoline, etc. So much so, that we are seeing a rise in program closures. Now that the state's budget situation seems to be stabilizing, it is time for the rate issue to be resolved.

19. Old Business / New Business (*Packet # 1, page 45*)

A. Attendance Sheets

The board and board committee attendance sheets are always included in board packet # 1 for your review and information.

B. Complete Meeting Evaluations

Yolanda asked the board members to please complete evaluation forms 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, March 13th, at 6:30 p.m. (Van Nuys)


21. Executive Session (Real Estate Negotiations)

The board went into executive session at 8:53 p.m.

22. Adjournment

Yolanda adjourned the meeting at 9:30 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Jenean Glover
Board Secretary

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* Board Action Items

