

**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 June 13, 2012.

Trustees Present

Thomas Aguinaga
Sandra Baker
Yolanda Bosch (via polycom)
Richard Dier
Craig Girard
Jenean Glover
Sharoll Jackson
Duane Joslin
Katie Mead
Jenni Moran
William Rayber
Meredith Rimmer
Jeremy Sunderland
Rosa Villegas
Curtis Wang

Trustees Absent

Eric Leh

Staff Present

Diane Ambrose
Jennifer Kaiser
Kim Rolfes
George Stevens
Anna Whitlock

Guests Present

Sharon Hagerty
Dawn Hamilton
Jason Nagle
John Swicegood
Gay Wane

1. Call to Order & Introductions

The meeting was officially called to order by Sharoll Jackson, as Yolanda Bosch was participating by polycom, at 6:31 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

Item 5.A.3.h. was added to the agenda.

M/S/C (J. Moran/D. Joslin) To approve the revised agenda as presented.

B. Approval of May 9th Board Meeting Minutes

M/S/C (W. Rayber/R. Villegas) To approve the minutes as presented.

4. Discussion Topic: The Budget and Legislative Outreach

Yolanda Bosch is sending a letter to the members of the Assembly and Senate Health and Human Services Committees regarding the budget language for FY 2012-13. In brief, the letter voices the board's concerns about the moratorium on developmental center placements in the absence of community capacity, the absence of sunset language on the 1.25% payment reduction to providers and regional centers, the increase in federal funds participation without additional regional center staff, and our opposition to the \$50 million trigger. The letter did not comment on the proposed supported living service assessment questionnaire language. We believe that language has now been added so that the 1.25% payment reduction will sunset in 2 years. Also, trailer bill language has been proposed that will require the Department of Developmental Services (DDS) to annually report purchase of service (POS) expenditures by regional center. The report will show POS expenditures by race and ethnicity within a number of age ranges. Each regional center will then be required to present the information at a public meeting.

Staff are drafting a plan to increase our legislative outreach efforts that will include a voter education/registration day followed by a candidates' forum prior to the November elections. We will also encourage people to participate in events that our local legislators are having. We need to continually get to know our legislators as there is frequent turnover due to term limits.

5. Committee Action Items

A. Administrative Affairs Committee (Craig Girard)

- *1. Approval to Pay ARCA Dues for FY 2012-13

M/S/C (J. Moran/D. Joslin) To approve paying the FY 2012-13 ARCA dues in the amount of \$61,805.00.

- *2. Recommend an Officer to Secure Insurance for FY 2012-13 in June

M/S/C (T. Aguinaga/D. Joslin) To authorize Sandra Baker, board secretary, to sign a resolution allowing George Stevens or Kim Rolfes to secure insurance coverage for the center in June for next fiscal year.

3. Contracts for Board Approval:

*a. Harbor Regional Center Memorandum of Understanding

M/S/C (T. Aguinaga/R. Villegas) To approve the MOU with Harbor Regional center for start-up funding of an Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN)

*b. West Bay Housing – Acquisition

M/S/C (J. Moran/R. Villegas) To approve the agreement with West Bay Housing to acquire property for an ARFPSHN.

*c. West Bay Housing – Renovation

M/S/C (D. Joslin/R. Villegas) To approve the agreement with West Bay Housing to renovate the acquired property to develop it into an ARFPSHN.

*d. Home Ownership for Personal Empowerment (HOPE)

M/S/C (R. Villegas/D. Joslin) To approve the agreement with HOPE for the construction of renovations related to the acquisition of an ARFPSHN to be operated by Valley Village.

*e. Valley Village

M/S/C (T. Aguinaga/R. Villegas) To approve an amendment to the contract with Valley Village for start-up funding to operate and ARFPSHN.

*f. Free To Be Program

M/S/C (R. Villegas/T. Aguinaga) To approve the MOU with Harbor Regional Center for start-up funding of an ARFPSHN.

*g. Community Options

M/S/C (J. Moran/T. Aguinaga) To approve the contract with Community Options to provide family home agency services to adult consumers over a 5-year period (July 1, 2012 through June 30, 2017).

*h. My Life Foundation

M/S/C (T. Aguinaga/R. Villegas) To approve the contract with My Life Foundation to provide supported living services over the next 3 years.

B. Executive Committee (Yolanda Bosch)

*1. Approval of Draft Master and Critical Calendars for FY 2012-13

M/S/C (C. Girard/R. Villegas) To approve the board's Master Calendar for FY 2012-13 as presented.

M/S/C (D. Joslin/R. Villegas) To approve the board's Critical Calendar for FY 2012-13 as presented.

*2. Approval of Committee Appointments for FY 2012-13

M/S/C (D. Joslin/R. Villegas) To approve the board's committee appointments for FY 2012-13 as presented.

C. Nominating Committee (Duane Joslin)

1. Recommended Nominees and Re-Nominees

*a. Board of Trustees

M/S/C (D. Joslin/R. Villegas) To approve the recommended nominees and re-nominees to the Board of Trustees as presented.

*b. Slate of Officers

M/S/C (D. Joslin/J. Moran) To approve the recommended slate of officers as presented.

*c. Vendor Advisory Committee

M/S/C (D. Joslin/R. Villegas) To approve the recommended nominees and re-nominees to the Vendor Advisory Committee as presented.

*d. Consumer Advisory Committee

M/S/C (T. Aguinaga/R. Villegas) To approve the recommended nominees and re-nominees to the Consumer Advisory Committee as presented.

6. Director's Report

George addressed the following areas in his report: allocation methodology; the state budget for FY 2012-13; legislation; regional center operations; and system and community activities. Copies of the director's report were provided to the board along with the center's monthly quality assurance, consumer statistics, and special incident reports. Also attached to his report were: DDS's response to the letter Yolanda Bosch sent regarding the center's budget situation; an e-mail sent from ARCA regarding trailer

bill language related to the POS diversity issue; a letter Yolanda sent to the members of the Los Angeles City Council regarding the proposed ordinance on community care facilities; and a notice for NLACRC's public meeting on June 27th.

7. Administrative Affairs Committee

A. Minutes of May 30th Meeting

The minutes were included in board packet # 2.

B. Financial Report for April 2012

The financial report showed that the operations budget is \$32,489,049 with a projected surplus of \$244,852. Our POS budget is \$239,539,358 with a projected deficit of \$7,590,973. We recently received another allocation from DDS, so our POS deficit has dropped by \$7,807,894 since last month's report. The center's administrative expenses for the month were 9.3% and year to date are 12.9% which are well within the cost cap of 15%.

C. 3rd Quarter Financial Graphs

The graph showed no surplus or deficit in July or August 2011 because DDS had not provided centers with their POS allocations yet. Starting in September, the graph reflected a POS deficit between \$28 million and \$32 million, which has been decreasing steadily and is currently between \$7.08 and \$7.59 million. We are slowly moving to a balanced budget.

D. Presentation of Changes to Board's Service Provider Insurance Policy

Per the board's request, Kim contacted the center's attorney and asked for his counsel on the proposed changes to this policy. After consulting with an attorney, Kim has drafted some changes to this policy that would exempt individual professional providers from the requirements of this policy. Also, language has been inserted that would require the center's transportation providers to obtain liability insurance. Copies of the policy, with the proposed changes noted, were provided to the board for their review. The policy will be presented at the August board meeting for approval.

8. Association of Regional Center Agencies (ARCA)

A. Next Meetings: June 21 & 22, 2012 (Sacramento)

Jeremy, Eric, and Yolanda will be attending the next ARCA meetings. Also, Kim Rolfes will be attending the meeting in George's absence. Also, ARCA's 4th employment and housing conference will be held September 18 & 19, 2012 at the Hilton Hotel in Pasadena. Several spots have been reserved for board members, so if you are interested in going to the conference, please let Jennifer know.

9. Consumer Advisory Committee

A. Minutes of June 5th Meeting – *Deferred*

Curtis reported that the Consumer Advisory Committee elected Mary Jo Fernando to serve as their chair for next fiscal year, so she will be taking Curtis's place on the Board of Trustees.

10. Consumer Services Committee

A. Minutes of May 16th Meeting

The minutes were included in board packet # 1.

B. Presentation of Proposed Changes to the Service Standards

1. Individual Program Plan (IPP) Development
2. Family Supports and Living Arrangements

Some minor changes were made to these 2 service standards to reflect the renewal of the Home and Community Based Services (HCBS) waiver. Copies of the standards with the proposed changes were presented to the board for their review and input. They will be presented again at the August 8th board meeting for approval.

C. Update on the Wellspring Closure

A written update was included in board packet # 1. As of May 16th, 90% of the consumers affected by this program closure have been contacted and reauthorized with alternative vendors. We are still working with the consumers and families of the remaining 10% to help them find new resources.

11. Executive Committee

A. Minutes of May 30th Meeting

The minutes were included in board packet # 2.

B. Proposed Board Goals (Primary Activities) for FY 2012-13

Copies of the board's primary activities for this fiscal year were included in board packet # 2.

Action: Board members should give some thought as to what the board's primary activities should be next fiscal year and provide any input to Jennifer so she can share it with the Executive Committee at their July 25th meeting.

C. DDS's Response to NLACRC's Cash Flow Letter

George spoke about this letter during his director's report. Copies of the letter were included in board packet # 2.

D. Approved Letters to the Los Angeles City Council

George also addressed this letter during his director's report. Copies of the letter were included in board packet # 2.

E. Conflict of Interest and Confidentiality Statements

These 2 forms were included in board packet # 2 and were also handed out to the board members. We need to have all of our board members read them, sign and date them, and then submit them to Jennifer for filing.

Action: Board members must read, sign, date, and submit their Conflict of Interest forms and Confidential Information Statements to Jennifer for filing by July 1, 2012.

12. Government & Community Relations

A. Minutes of May 16th Meeting

The minutes were included in board packet # 1.

B. Candidates Forum & Voter Registration/Education Day

The Strategic Planning Committee recommended that the Government & Community Relations Committee organize a candidates' forum and a voter education/registration drive prior to the November elections. They thought it was an especially good idea to do it this year because so many of the legislators

representing the center's catchment area are terming out. The board supported this plan.

13. Housing Committee

A. Minutes of May 14th Meeting

The minutes were included in board packet # 1. The committee was fortunate enough to have a presentation on how to hold your home in trust for your child by Tom Beltran, attorney and former NLACRC client rights' advocate. He is very knowledgeable and he provided the committee with a lot of good information.

B. Report on Open House at the Osborne Property

After the meeting, several of the Housing Committee members and staff went to the open house the Osborne property which will be home to 4 consumers who are leaving Lanterman Developmental Center. The open house included presentations, a ribbon cutting, and a tour. It's a beautifully refurbished home in a nice quiet neighborhood.

14. Nominating Committee

A. Term Length for Presidents and Role of Immediate Past President Chair

The Nominating Committee would like board members' input on these 2 subjects. Should a president serve 1 year or 2? What should the role of the immediate past president be?

Action: Board members should give any input they have on the term length for board presidents and the role of the immediate past president and provide it to Jennifer prior to the August 1st Nominating Committee meeting.

15. Post-Retirement Medical Trust - *No Report*

16. Strategic Planning Committee

A. Minutes of May 7th Meeting

The minutes were included in board packet # 1.

17. Vendor Advisory Committee

A. Minutes of June 7th Meeting – *Deferred*

Jenni announced that the Vendor Advisory Committee re-elected her to serve as their chair for another term.

18. Old Business / New Business

A. Attendance Sheets

Board and board committee attendance sheets are always included in board packet # 1. Please review them for accuracy.

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.

19. Announcements / Information / Public Input

A. Yolanda thanked the board for their dedication and for an amazing year. She is honored to be president of this board and is very excited about what they will accomplish next fiscal year!

B. The board members thanked Yolanda for her energy, direction, and leadership as board president this fiscal year.

C. Farewell to our friends who are leaving the board: Rosa, Sandra, and Curtis. Thank you for all of the time and effort you've given as a board member.

D. Next Board Meeting: Wednesday, August 8th, at 6:30 p.m. (Van Nuys) – Enjoy your month off!

20. Executive Session

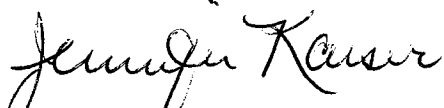
ARCA Personnel

The board went into executive session at 8:38 p.m.


21. Adjournment

Yolanda adjourned the meeting at 9:38 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Jenean Glover
Board Secretary

[badmin,jun13.2012]

