

**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 9, 2016.

Trustees Present

Jun Antonio
Dan Becerra
Dorothy Daniels
Craig Girard
Jenean Glover
Jessica Gould
Michelle Heid
Marcia Leija
Caroline Mitchell
Bridget Moss
Lou Paparozzi
William Rayber
Jeremy Sunderland
Curtis Wang
Todd Withers

Trustees Absent

Mary Jo Fernando
Debra Newman

Staff Present

Diane Ambrose
Jennifer Kaiser
Michele Marra
Kim Rolfes
George Stevens
Jessica Whitney

Guests Present

Tony Arrow
Victoria Berrey
Adelina Castellanos
Duane Joslin
Meagan Miller
Jann Seymour
Denise Thornquest
Tamar Witmer

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1. Call to Order & Introductions

Lou Paparozzi called the meeting to order at 6:30 p.m. and introductions were made.

2. Public Input & Comments (3 minutes)

Victoria Berrey announced that the Family Focus Resource Center just opened the new resource library at NLACRC's Van Nuys location on February 22nd. The FFRC has been busy meeting families at the new library. The FFRC has also established 2 new family support groups: an informal daytime group (which held their first meeting yesterday) and a group for families of adult consumers (their first meeting will be held March 23rd). The FFRC will also be partnering with the NLACRC in presenting 3 high school transition fairs (one in each valley).

3. Consent Items

A. Approval of Revised Agenda (*Packet #2, page 51*)

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

B. Approval of February 10th Board Meeting Minutes (*Packet #1, page 7*)

M/S/C (C. Girard/D. Becerra) To approve the minutes as presented.

4. **Presentation of NLACRC's IRS Form 990** (*Handout*)

Tony Arrow, from Lautze & Lautze, reported that the center files 3 different tax returns: the federal 990, the state 199, and the state attorney general RRF-1. These tax forms cover the period July 1, 2014 to June 30, 2015. Copies of these completed forms were provided to the board Mr. Arrow reviewed them, answering board members questions along the way. The tax returns were reviewed and discussed in detail by the Administrative Affairs Committee and they are recommending that the board accept the tax returns, as presented.

5. **Executive Session: Real Estate Negotiations** (*Handout*)

M/S/C (W. Rayber/T. Withers) To go into executive session at 6:47 p.m. to discuss real estate negotiations.

The executive session was adjourned at 6:58 p.m. and the board meeting resumed.

6. **Committee Action Items** (*Packet #2, page 54*)

A. Administrative Affairs Committee (Dan Becerra)

1. Acceptance of NLACRC's IRS Form 990

M/S/C (W. Rayber/C. Mitchell) To accept the center's financial reports for FY 2014-15 as presented.

2. Approval of Contract: Sylvester Onuegwunwoke dba Access Homecare

M/S/C (J. Gould/W. Rayber; Abstention: M. Heid) To approve the contract with Access Homecare as presented.

B. Nominating Committee (Jessica Gould)

1. Nomination of 2nd Vice President

The Nominating Committee is recommending the nomination of Craig Girard to the board's 2nd vice president position, which was left open by Sean Stalbaum who recently resigned his position on the board. Craig's election will be held at next month's board meeting.

C. Vendor Advisory Committee (Michelle Heid)

Due to current systems issues that need to be addressed, the VAC is recommending that the board approve changes to their priority work groups to focus on the current systems issues.

1. Approval of Changes to the VAC's Priority Work Groups

The board asked that the list of the VAC's new priority issues include a note at the bottom stating that the former Children's Services Group was primarily focusing on the behavioral services transition.

M/S/C (W. Rayber/B. Moss) To approve the changes made to the VAC's priority work groups, as amended.

7. **Director's Report** (*Packet #2, page 58*)

George Stevens addressed the following areas in his report: allocation methodology; state budget; legislation; regional center operations; and workplace security. 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.

8. **Association of Regional Center Agencies**

A. Next Meetings: March 17th & 18th (Sacramento)

George Stevens and Debra Newman will be attending this month's ARCA meetings. George announced that Nancy Bargmann has been hired to serve as the new director of the Department of Developmental Services (DDS); she comes with a lot of experience in the developmental disabilities field.

9. **Administrative Affairs Committee** (*Packet #2, page 88*)

A. Minutes of the February 24th Meeting

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

B. Financial Report

The center's operations budget is currently \$40,930,831 with no projected surplus or deficit. The purchase of service (POS) budget is \$328,662,890 with a projected deficit of \$14,744,350 (in the worst case).

C. 2nd Quarter Financial Graphs

The graphs showed that starting in October 2015, the center reported a deficit between \$14.7 and \$19.4 million. At the end of the 2nd quarter, the POS deficit was ranging between \$15.1 and \$19.6 million.

D. Summary of Contracts Approved

The board had previously authorized officers of NLACRC to execute contracts that were for the purpose of increasing provider rates due to minimum wage, paid sick leave, and the 5.82% increase to comply with changes to the Fair Labors Standards Act. The board was provided with a list of the contracts that had been executed, for the above purposes, in February 2016.

10. **Consumer Advisory Committee** (*Packet #2, page 108*)

A. Minutes of the February 2nd Meeting

The minutes were included in the board packet; please see Mary Jo Fernando with any questions.

B. Minutes of the March 1st Meeting – Deferred

C. Disaster Preparedness Booklets

At the last CAC meeting, each member was provided with an 86-page booklet called, "Emergency Preparedness for People with Disabilities" that was developed by the City of L.A. Department on Disability in January 2013. The booklet covered everything that someone should do to prepare for many different kinds of emergencies, including earthquakes, wild fires, floods, landslides, and terrorism. The CAC felt the booklets were very informative and helpful. Copies of the booklets were included in the board packets.

11. Consumer Services Committee (*Packet #1, page 18*)

A. Minutes of the February 17th Meeting

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

B. Self-Determination Program Update

George Stevens reported that Ruth Janka is training all of the center's case management staff on the statutory framework for the SD program. The center's new SD specialist is beginning to identify parent groups, under-served areas, etc. for her outreach efforts. The center will be developing a flier on the SD program that will be given to consumers and families when their IPPs are mailed and will also be sent out with other communications to consumers and families. The flier will be printed in English on one side and in Spanish on the other.

12. Executive Committee (*Packet #2, page 204*)

A. Minutes of the February 24th Meeting

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

B. Submission of Executive Director's Evaluation Forms

Blank executive director evaluation forms were provided to each board member last month and are due to Lou this evening.

C. Action Taken to Support AB 1715 (Holden)

This bill is essentially the same bill as SB 479 which the board voted to support last year. As such, the Government & Community Relations Committee asked the Executive Committee to send a letter to Assembly Member Hold supporting AB 1715, which they did. A copy of the support letter was included in the meeting packet.

D. Action Taken to Support Managed Care Organization (MCO) Tax

Upon the recommendation of the Government & Community Relations Committee, the Executive Committee took action to support the MCO tax as the board had previously voiced support for it.

A. National Core Indicators (NCI) Presentation at the April Board Meeting

As recommended by Craig Girard at last month's board meeting, the Executive Committee members present agreed to have Diane Ambrose give a presentation on the NCI project at next month's board meeting.

13. **Government & Community Relations** (*Packet #1, page 23*)

A. Minutes of the February 17th Meeting

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

B. Legislative Update

1. Updated Bill File

Copies of the updated bill file were included in the meeting packets.

2. Update on Legislative Training/Vigils

A legislative training was held at the regional center's main office on Wednesday, February 24th, to help families and friends of people with developmental disabilities to learn how to become effective advocates with our governor and local legislators. Michelle Heid and Rebecca Lienhard were both thanked by the board for presenting this important training.

3. ARCA Grass Roots Day (Wednesday, March 30th)

The center will be sending 2 teams to Sacramento this year, which will be headed up by Kim Rolfes (with team members Michelle Heid and Jessica Gould) and Yolanda Bosch (with team members Dolly Wauls, Marcia Leija and her 2 sons). The talking points have not been finalized as yet.

4. NLACRC Grass Roots Week

This year's teams and legislative message are being finalized. Visits will begin in April. Participants will be notified soon.

C. Update on Legislative and Systems Consultant

We are finalizing the date for the Request for Proposals release.

D. Update on Social Media Consultant

An ad hoc committee will be meeting to review proposals on March 24th.

E. Update on NLACRC's New Logo

Samples for the center's new logo will be presented at next week's Government & Community Relations Committee meeting.

F. 50th Anniversary of the Lanterman Act

A planning committee will be established to organize the center's events celebrating this year's 50th anniversary of the Lanterman Act. We want to celebrate the anniversary towards to end of the year in conjunction with an open house at the center's new location along with the unveiling of the center's new logo.

14. **Housing Committee** - *No Report*

15. **Nominating Committee** (*Packet #2, page 212*)

A. Minutes of the February 18th Meeting

B. Minutes of the March 2nd Meeting

C. Minutes of the March 3rd Meeting

The minutes were included in the meeting packet; please see Jessica Gould with any questions. Jessica reported that the committee conducted interviews with the board and VAC applicants and will be interviewing CAC applicants next month. The committee's recommended nominees will be presented at the May board meeting and the elections will held in June.

16. **Post-Retirement Medical Trust Committee** (*Packet #1, page 42*)

A. Minutes of the January 27th Meeting

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

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

18. **Vendor Advisory Committee** (*Packet #2, page 220*)

A. Minutes of the March 3rd Meeting

The minutes were included in the meeting packet; please see Michelle Heid with any questions. Michelle provided highlights of the meeting, which included the usual large number of guests. Also, the Family Focus Resource Center gave a tour of the center's new resource library before and after the VAC meeting.

19. **Old Business / New Business** (*Packet #1, page 46*)

A. Attendance Sheets

Board and committee meeting attendance sheets are always included in the monthly board meeting packets. Board members cannot miss 3 consecutive meetings or 5 meetings in a 12-month period.

A. Complete Meeting Evaluations

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

C. Visitation Reports

Board members are encouraged to visit regional center funded programs in order to educate themselves and the other board members. No visitations were reported. Jennifer Kaiser is happy to help board members coordinate their visits.

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

A. Caroline Mitchell announced that she belong to a child development group that recently held a fundraiser at "The Stand" at Pierce College. They received 10% of The Stand's profits on a specific day. The Stand will host her group's second fundraiser on March 22nd and will give the group 20% of their profits for that day.

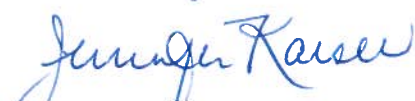
B. Duane Joslin announced that the Masonic Lodge on Sherman Way will be hosting a pancake breakfast this Sunday, from 8:00 a.m. to noon to raise money for their youth group. All you can eat for only \$5.00.

C. Next Board Meeting: Wednesday, April 13th, at 6:30 p.m. (Van Nuys)


21. **Adjournment**

M/S/C (D. Daniels/W. Rayber) To adjourn the meeting at 8:44 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Debra Newman
Board Secretary

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