

**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 10, 2016.

Trustees Present

Dan Becerra
Mary Jo Fernando
Craig Girard
Jenean Glover
Jessica Gould
Michelle Heid
Marcia Leija
Caroline Mitchell
Bridget Moss
Debra Newman
Lou Paparozzi
William Rayber
Sean Stalbaum
Curtis Wang

Trustees Absent

Jun Antonio
Dorothy Daniels
Jeremy Sunderland
Todd Withers

Staff Present

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

Guests Present

Dana Andrews
Richard Dier
Sharoll Jackson
Gerald Robles
Kathleen Secchi
Ben Segel-Evans
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)

Caroline Mitchell, chair of the center's self-advocacy group, reported that her meetings are getting larger and larger and have outgrown the space in the 1st floor conference room.

Action: George Stevens reported that the center will have a much larger conference room at the new building in October, but will work with her in the meantime to find another space for the self-advocacy meetings.

3. Consent Items

A. Approval of Revised Agenda (*Packet #2, page 79*)

Item 5.B.1. was added to the agenda.

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

B. Approval of January 13th Board Meeting Minutes (*Packet #1, page 7*)

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

4. Presentation of Audited Financial Statement (*Handout*)

Roger Bulosan, of Lautze & Lautze, presented the draft financial statement at the last Administrative Affairs Committee meeting and reviewed it with the committee page-by-page. The committee also went into executive session, without management staff present, to provide them with the opportunity to freely ask questions about the audit. Tony Arrow, also of Lautze & Lautze, provided the board with copies of NLACRC finalized audited financial statement for FY 2014-15 and reviewed it with them. Tony explained that the center received an excellent audit with no material weaknesses or findings. He also expressed his appreciation to Kim Rolfes, Vini Montague, and the accounting staff for their great work and cooperation with the audit process.

5. Committee Action Items (*Packet #1, page 15*)

A. Administrative Affairs Committee (Dan Becerra)

1. Acceptance of Audited Financial Statement

M/S/C (D. Becerra/W. Rayber) To accept the center's audited financial statement for FY 2014-15 as presented.

2. Approval of Contract: CPI Network Support

M/S/C (J. Gould/W. Rayber; Abstentions: D. Becerra & M. Heid) To approve the contract with CPI Network Support, as presented.

3. Central Valley Regional Center (CVRC) CalPERS Audit

As a result of the CVRC's CalPERS audit, the center's staff were proactive in reviewing our practices to ensure the center is in compliance in the areas identified during the CVRC CalPERS' audit. Staff salary ranges, for the last 5 years, must be readily available and the most recent salary scheduled posted on the center's website. In addition, "special compensation"

practices must also be posted on the website; for NLACRC, special compensation pertains to bilingual pay.

M/S/C (D. Becerra/D. Newman) To approve and post the center's salary schedules and policies pertaining to special compensation (bilingual pay) on the center's website.

4. Approval of Contract: Step by Step Early Childhood Development Program (*Packet #2, page 82*)

M/S/C (S. Stalbaum/J. Gould; Abstentions: M.J. Fernando, M. Leija, and M. Heid) To approve the contract as presented.

Action: Several of the board members had an issue with the name of the program as it refers to "early childhood development" when the contract clearly specifies that they will be providing community integration training for adults. Kim will share their issue with the service provider.

B. Executive Committee (Lou Paparozzi)

1. Approval of Conference Attendance

At the last Executive Committee meeting, the committee took action, on behalf of the Board of Trustees, to approve using board budget funds to pay for Michelle Heid, VAC chair and board member, to participate in the New Day/New Life Conference (see Section 11.C.1.). This conference will cover new federal rules for consumer inclusion and the coming self-determination program. Debra Newman, board member and self-determination advisory committee member, would also like to attend this conference.

M/S/C (W. Rayber/C. Mitchell) To approve the use of board budget funds to send Debra Newman to the New Day/New Life conference.

6. **Director's Report** (*Packet #1, page 85*)

George 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. Also attached to George's report was an update from ARCA on the Management Care Organization

(MCO) tax, The Lanterman Coalition's position, and pending budget hearings. George also provided handouts of information he received just this afternoon pertaining to:

- A. AB 1565 (Lackey) Department of Developmental Services (DDS) Funding.
- B. Two bills created by the MCO tax plan: ABX2 20 (Bonta) and SBX2 15 (Hernandez).
- C. DDS's overview of the FY 2016-17 state budget.

Action: DDS's overview of the FY 2016-17 state budget will be reviewed further and discussed at this month's Executive Committee meeting.

7. Association of Regional Center Agencies (*Packet #2, page 114*)

A. Report on January 21st & 22nd Meetings

Debra Newman reported that she attended her first ARCA meetings as the board's new ARCA delegate. Everyone was very welcoming. A retirement dinner was held Thursday evening, January 21st, for Santi Rogers, who recently retired as director of DDS, and also for Jim Shorter, who will be retiring as the executive director of Golden Gate Regional Center. The ARCA Board of Directors meeting was held on January 22nd and the main topics of discussion were the proposed state budget and the self-determination program. Copies of the meeting minutes were included in the board meeting packet.

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

8. Administrative Affairs Committee (*Packet #2, page 120*)

A. Minutes of the January 27th Meeting

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

B. Financial Report

The center's currently budget for this fiscal year is \$365,226,535. The operations budget is \$40,194,737 with no projected surplus or deficit, the purchase of service (POS) budget is \$324,916,385 with a projected deficit of \$19,130,605 (in the worst case), and the family focus resource center budget is \$115,413 with no projected surplus or deficit.

C. Contract with Devereux (Texas)

The center currently has a consumer who is living out-of-state in Texas. At this time, the value of this consumer's services is under \$250,000. However, we anticipate that DDS will approve another 6-month interval, at which point the value of the contract will exceed \$250,000 and require board approval. If DDS approves the next 6-month interval as expected, a first amendment for the services will be presented to the board for approval.

D. Summary of Contracts Related to Minimum Wage, Paid Sick Leave, and 5.82% Increase

A list of the contracts that have been executed were included in the meeting packets on page 137.

E. 2nd Quarter Human Resources Report

During the 2nd quarter of this fiscal year, the center had no positions on hold, 19 new hires, 4 promotions, and 16 separations for a quarterly turnover rate of 0.11%.

9. **Consumer Advisory Committee** (*Packet #2, page 140*)

A. Minutes of the January 5th Meeting

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

B. Minutes of the February 2nd Meeting – Deferred

10. **Consumer Services Committee** (*Packet #1, page 19*)

A. Minutes of the January 20th Meeting

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

B. Self-Determination Program Update

Debra Newman reported that the first statewide meeting will be held Thursday, March 3rd at Westside Regional Center and it will be an open meeting. NLACRC's next Self-Determination Advisory Committee meeting will be held

January 28th, at 7:00 p.m. and Judy Mark, from Westside RC's advisory committee, will be coming as a guest to that meeting. Also, as stated earlier in this meeting, the New Day/New Life conference, on self-determination and new federal rules for inclusion, will be held at the Hilton Hotel at LAX on February 18th & 19th.

Action: Future NLACRC Self-Determination Advisory Committee meeting minutes will be included in the board meeting packets.

C. 2nd Quarter Exceptions/Exemptions Report - *Deferred*

This report was deferred as the report in the meeting packet only included the 1st quarter data.

D. 2nd Quarter Consumer Diagnosis Report

Of the 22,013 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,573 (3.4% increase since July 1st of FY 2013-14)
2. **Autism: 8,329 (25.61% increase)**
3. Cerebral Palsy: 526 (0% increase)
4. Epilepsy: 237 (7.24% increase)
5. Other developmental disability: 1,064 (14.66% increase)
6. Status 0, 1, 2: 3,284 (11.51% increase)

E. 2nd Quarter Appeals & Hearings Report

During the 2nd quarter of FY 2015-16:

1. Eligibility: 305 Notices of Action were sent and 6 were returned (appealed).
2. Service: 141 Notices of Action were sent and 14 were returned.
3. Hearings: 14 fair hearings were held:
 - 3 eligibility hearings (1 denied, 2 dismissed)
 - 11 service hearings (5 denied, 1 dismissed, 3 granted, 2 pending)

11. **Executive Committee** (*Packet #2, page 145*)

A. Minutes of the January 27th Meeting

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

B. Action Taken to Support AB 1565 (Lackey)

The Executive Committee took action, on behalf of the board, to support AB 1565 and sent him a letter of support; copies of the letter were included in the board packet.

C. Actions Taken re: Board Budget

The Executive Committee took the following actions, on behalf of the board:

1. Conference Registration: To set aside funds in the board budget to cover the cost of Michelle Heid, VAC chair and board member, to participate in the New Day/New Life conference.
2. Software Installation: To set aside funds in the board budget to cover the installation of software, in a Housing Committee member's computer, to enable her to more fully participate in that committee.

D. Executive Director's Evaluation Forms

Copies of the blank executive director's evaluation were provided to the board.

Action: Board members must complete the evaluation form and submit them to the board president prior to the March 9th board meeting.

12. **Government & Community Relations** (*Packet #1, page 36*)

A. Minutes of the January 20th Meeting

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

B. Expansion of Legislative Training: Wednesday, February 24th, 6:30 to 8:30 p.m.

We need to organize, plan, and take action to save our services! Once again the governor's proposed state budget for FY 2016-17 failed to include any funding increases for our system. Our new legislative strategy will be told hold peaceful "sit-ins" at our local legislators' offices with one simple message: Do not support a budget that does not include adequate funding for the developmental disabilities

system. The sit-ins will be held from March 1st through June 30th. An organizing workshop will be held to prepare consumers, family members, service providers, and others to participate in these sit-ins and to learn how to become effective advocates with our governor and local legislators. To RSVP, please call (818) 778-4405 or send an e-mail to NLAemail@nlacrc.org.

C. Implementation Plan for a Social Media Consultant

Two people attended the applicants' conference. Tomorrow is the deadline for interested individuals to submit a proposal.

D. Request for Proposals (RFP) & Implementation Plan for a Legislative Consultant

The draft RFP and implementation plan were included in the meeting packets.

E. Updated Legislative Bill File

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

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

A. Minutes of the February 8th Meeting

The minutes were included in the meeting packet; please see Todd Withers with any questions.

14. Nominating Committee (*Packet #2, page 162*)

A. Minutes of the February 4th Meeting

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

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

A. Minutes of the January 27th Meeting – Deferred

B. Statement on Current Trust Value

The value of the trust was \$18,589,641 as of December 31, 2015. The market value decreased by \$300,029 since the last quarterly report due to a loss in investments.

16. Strategic Planning Committee (*Packet #2, page 169*)

A. Minutes of the February 1st Meeting

The minutes were included in the meeting packets; please see William Rayber with any questions. Craig Girard reported that the committee was given a very informational presentation on the National Core Indicators project by Diane Ambrose is just 20 minutes; this project looks at gaps in services and how to address them. Craig would like the full board to hear this presentation before the end of June.

Action: The Executive Committee will consider Craig's suggestion for a board presentation on the National Core Indicators project at the next Executive Committee meeting.

17. Vendor Advisory Committee (*Packet #2, page 175*)

A. Minutes of the February 4th Meeting

The minutes were included in the meeting packet, please see Michelle Heid with any questions. Michelle also provided the following reports"

1. CMS Final Rules: Michelle will be participating in a meeting tomorrow to discuss the Centers for Medicaid and Medicare (CMS) final rules regarding inclusion and how to implement a collaborative approach to interpreting and applying the rules across southern California.
2. Self-Determination: The Vendor Advisory Committee will make this a standard item on their monthly meeting agendas so they can track the progress of the self-determination program and foster discussion on how vendors can provide quality services to consumers through this program as they will be a part of the service delivery pool.
3. Transition of Behavioral Health Services: Consumers who are currently being assessed for behavioral services will go directly to their families' insurance companies for services; only consumers already using behavioral services will be transitioned to insurance companies by the center's transition date of June 1st.

18. Old Business / New Business (*Packet #1, page 74*)

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.

B. 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 is happy to help board members coordinate their visits.

19. Announcements / Information / Public Input

A. Sean Stalbaum announced that he was offered and has accepted a position in San Francisco and will have to resign his position on the board, effective immediately. Sean expressed his appreciation for being able to serve on the NLACRC Board of Trustees over these last several years.

B. Kathleen Secchi announced that the Family Focus Resource Center (FFRC) is getting settled in their new offices; the official opening date for the new resource center is coming! The FFRC will also be providing support for the center's family support groups and will be providing workshops in their new capacity.

C. ARCA Grass Roots Day: Will be held Wednesday, March 30th. This is a day when each regional center send a team of representatives to Sacramento to visit with legislators at the State Capitol. Kim Rolfes will be the staff lead this year.

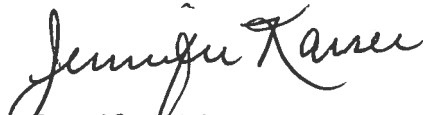
Action: The following board members volunteered to participate in Grass Roots Day: Craig Girard, Jessica Gould, Michelle Heid, Marcia Leija (and her children), and Caroline Mitchell.

D. Next Board Meeting: Wednesday, March 9th, at 6:30 p.m. (Van Nuys)


20. Adjournment

Lou Paporozzi adjourned the meeting at 8:58 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Debra Newman
Board Secretary

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