

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
April 26, 2017

Present: Jenean Glover, Bridget Moss, Debra Newman (via teleconference), Lou Paparozzi, and Todd Withers – Committee Members
Diane Ambrose, Jennifer Kaiser, Michele Marra, Kim Rolfes, and George Stevens – Staff Members

Absent: Dan Becerra

I. Call to Order

Lou Paparozzi, president, called the meeting to order at 7:45 p.m.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

Several items were added to the agenda.

M/S/C (J. Glover/T. Withers) To approve the agenda as modified.

B. Approval of Minutes from March 29th Meeting

M/S/C (J. Glover/B. Moss) To approve the minutes as presented.

IV. Committee Business

A. Support for AB 279 from other L.A. Regional Centers

George will be meeting with the other L.A. regional center directors on May 11th and will talk with them about their support for AB 279 and report back to the Executive Committee.

B. Draft Master and Critical Calendars for FY 2017-18

Drafts of both calendars were provided and reviewed. The following meeting date changes are being proposed:

1. September 13th board meeting – to be held in the Antelope Valley (because the weather is better in September than in October)

2. September 20th legislative training – to be held the day before due to a Jewish holiday.
3. October 5th Vendor Advisory Committee (VAC) meeting – to be held the day before due to a Jewish holiday.
4. October 11th board meeting – to be held the day before due to a Jewish holiday.
5. February 28th Administrative Affairs & Executive Committee meetings – to be held the day before due to a Jewish holiday.
6. March 1st VAC meeting to be held the following week due to a Jewish holiday.
7. The 4 quarter Housing Committee meetings were deleted from the calendar as that committee no longer meets.
8. The Nominating Committee will be holding an educational session for potential board applicants in September and October.

Action: The draft master and critical calendars will be presented to the board for their review and approval, as presented.

C. Proposed Bylaws Changes

Some minor changes are being proposed to the NLACRC Board Bylaws to bring the language current.

Action: The proposed bylaws changes will be presented to the board for their review and approval, as presented.

D. Board Retreat Agenda

Copies of the draft board retreat agenda were provided. George has asked Amy Westling, interim executive director for ARCA, and Nancy Bargmann, director of DDS, to provide presentations on contemporary issues from their perspectives for the upcoming board retreat on June 2nd and 3rd, at the Sheraton Universal.

Action: Michele will come up with some “break the ice” games for the board members to play after the Friday night board retreat dinner.

E. FY 2016-17 Board Budget vs. Expenses

The board’s budget for this fiscal year is \$87,000. So far, the center has spent just 49.72% percent of their budget or \$43,254.04. A transfer from board budget

category #1 to #2 was recommended in order to cover a shortfall in that line item.

M/S/C (T. Withers/B. Moss) To approve the transfer of \$6,000 from one line item to another, in the board budget, on behalf of the Board of Trustees.

F. DDS Caseload Ratio Letter

We received a letter from DDS, dated April 26th, informing us that our completed survey showed that we did not meet some of the required caseload ratios and that we must submit a plan of correction to them within 45 days. The center will be holding the usual public meetings to present our correction plan and provide the opportunity for public input. Copies of the DDS letter were provided.

G. Approve Adding Ruth Janka to the Center's Bank Cards

Ruth Janka will be replacing Diane Ambrose as the center's deputy director and, as such, will need to be added to the center's bank cards.

M/S/C (T. Withers/J. Glover) To approve adding Ruth Janka's name to the center's bank cards, on behalf of the Board of Trustees.

H. Approval of Contract: Windes, Inc.

Kim had meant to present this contract to the Administrative Affairs Committee for their review, but did not and so is presenting it to the Executive Committee instead. The contract is with Windes, Inc., our new accounting firm, for a 5-year period. This firm will perform our annual audit and assurances, tax preparation, and provide management consulting services.

M/S/C (B. Moss/T. Withers) To recommend to the Board of Trustees to approve the contract with Windes, Inc., as presented.

I. Finalize Agenda for the May 10th Board Meeting (Chatsworth)

The Executive Committee finalized the agenda for the May 10th board meeting.

V. Center Operations

George gave the following reports:

A. Lanterman Act 50th Anniversary Event: Friday, April 21st (Airtel Hotel)

Our event was a great success! Two Assembly members were in attendance, Diane Ambrose presented the Jynny Retzinger Award to former Senator Carol Liu, the documentary, “We’re Here to Speak for Justice” was shown, and Jessica Gould and Tamar Witmer were very effective speakers. George expressed his appreciation to all the board members who participated in this important event.

B. Development of FY 2017-18 Operations Plan

George will be meeting with Diane, Kim, Michele, and Ruth Janka to develop an operations plan for next fiscal year.

Action: George will present the operations plan at next month’s Executive Committee meeting.

C. Kern Regional Center

Kern continues to have serious issues with their staff, community, and management. The interim director will be discontinuing his oversight of the center at the end of this fiscal year. So July 1st, DDS is going to send in The Columbus Group, a 3-member consultant team, to oversee the management of that center.

VI. Announcements / Information Items

A. Next Meeting: Wednesday, May 24th, at 7:00 p.m.

VII. Adjournment

M/S/C (J. Glover/B. Moss) To adjourn the meeting at 8:24 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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