



Board of Trustees Meeting

Wednesday, January 10, 2024
6:30 p.m.

Via Zoom Technology

**NLACRC Board of Trustees Calendar
Fiscal Year 2023-24**

◆ January 2024 ◆

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 New Year's Day (NLACRC offices closed)	2	3 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting	4 <u>9:30 am</u> Vendor Advisory Committee Meeting	5	6
7	8 <u>6:00 pm</u> Strategic Planning Committee Meeting	9	10 <u>4:30 pm-5:30 pm</u> Board Packet Review (Zoom) <u>6:30 pm</u> Board Meeting (Zoom)	11	12	13
14	15 Martin Luther King Day (NLACRC offices closed)	16	17 <u>6:00 pm</u> Government & Community Relations Committee Meeting	18 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	19 <u>9:00am-12:00 pm</u> ARCA Board of Directors Mtg.	20
21	22	23	24	25 <u>7:30 pm</u> Executive Committee Meeting	26	27
28	29	30	31			

**Please note that all meetings will be held via Zoom until further notice.*
*The Board of Trustees will have a quarterly hybrid meeting option this month.**

**NLACRC Board of Trustees Calendar
Fiscal Year 2023-24**

◆ February 2024 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 <u>9:30 am</u> Vendor Advisory Committee Meeting	2	3
4	5 <u>6:00 pm</u> Strategic Planning Committee Meeting	6	7 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting	8 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	9	10
11	12	13	14 <u>5:30 pm</u> Board Packet Review (Zoom) <u>6:30 pm</u> Board Meeting (Zoom)	15	16	17
18	19 Presidents Day (NLACRC offices closed)	20	21 <u>6:00 pm</u> Consumer Services Committee Meeting	22	23	24
25	26	27	28	29 <u>6:00 pm</u> Administrative Affairs Committee Meeting <u>7:30 pm</u> Executive Committee Meeting		

Please note that all meetings will be held via Zoom until further notice

**NLACRC Board of Trustees Calendar
Fiscal Year 2023-24**

◆ March 2024 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	<u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting	<u>9:30 am</u> Vendor Advisory Committee Meeting	8	9
10	11	12	<u>5:30 pm</u> Board Packet Review (Zoom) <u>6:30 pm</u> Board Meeting (Zoom)	14	15	16
17	18	19	<u>6:00 pm</u> Government & Community Relations Committee Meeting	<u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	<u>9:00am-12:00 pm</u> ARCA Board of Directors Mtg.	23 Purim (no work)
24 Purim (no work)	25	26	27	Holy Thursday <u>6:00 pm</u> Executive Committee Meeting	29 Good Friday	30
31 Easter Sunday						

Please note that all meetings will be held via Zoom until further notice

North Los Angeles County Regional Center
Board of Trustees Meeting -
Wednesday, January 10, 2024
6:00 p.m.
Antelope Valley Regional Center
~AGENDA~

1. **Call to Order & Welcome** – Ana Quiles, Board President
2. **Board Member Attendance/Quorum** – Kimberly Visokey, Executive Assistant
3. **Closed Session**
 - A. Personnel
4. **Housekeeping**
 - A. Spanish Interpretation Available
 - B. Public Attendance (please note name in Chat)
 - C. Reminder – Monthly Submission for Childcare/Attendant Care Billing/**All Meeting Invites to Include** BoardSupport@NLACRC.org
 - D. *Update Zoom Screen Name to include full name, board position, and geographic location (SFV, AV, or SCV)
5. **Introductions** – Ana Quiles, Board President
 - A. Rocio Sigala, 2nd Vice President
 - B. Evelyn McOmie, NLACRC Deputy Director
6. **Public Input & Comments** (3 minutes)
7. **Consent Items**
 - A. Approval of Agenda (**Page 5**)
 - B. Approval of November 8, 2023, Board Meeting Minutes (**Page 10**)
8. **FY2022-FY2023 DDS D-3 Contract Amendment – Vini Montague (Page 20)**
9. **Account Authorized Signer Changes** – Vini Montague
 - A. Board Resolution to Remove Ruth Janka from and Add Cristina Preuss to Bank Accounts (**Page 21**)
 - B. Board Resolution to Remove Ruth Janka from and Add Cristina Preuss to Trust Accounts (**Page 22**)
 - C. Board Resolution to Add Parita Burmee to Help Fund Account (**Page 24**)
 - D. Board Resolution to Remove Malorie from Help Fund Account (**Page 25**)

10. Approval of Contracts – Vini Montague
 - A. PL2140-076 Peace Living (*Page 26*)
 - B. PL2226-076 FMRC Health Group (*Page 29*)
 - C. PL2142-785 Dr Papazyan (*Page 32*)
 - D. PL2251-785 Dr Carson (*Page 36*)
 - E. PL2252-785 Dr Ayvazian (*Page 40*)

11. **Government & Community Relations Committee** – David Coe
 - A. Board Advocacy One-Sheet (*Page 44*)

12. **Committee Action Items**
 - A. Executive Committee – Ana Quiles
 1. Bylaws (*Deferred*)
 2. Proposed Update to Board Meeting Schedule
 - A. 6:00 pm to 6:30 pm – reserved for closed session or board training

 - B. Nominating Committee
 1. Nomination of New Board Members
 - A. James Henry – Board Member
 - B. Kelsi Levingston - Board Intern
 2. Updated Board Roster and Committee List (*Page 46*)
 3. Request / Recommendations for Board Officers FY 2024-25

13. **Executive Director’s Report** – Ruth Janka (*Page 52*)

14. **Self-Determination Program (SDP) Report** – Gabriela Esharati
 - A. SDLVAC Liaison November Report (*Page 64*)
 - B. SDLVAC Liaison December Report – Dark (no report)
 - C. Next Self Determination Local Advisory Committee Meeting scheduled for Thursday, January 18, 2024

15. **Association of Regional Center Agencies** – Lety Garcia
 - A. Next meeting scheduled for January 19, 2024

16. **Administrative Affairs Committee** – Brian Gatus
 - A. Minutes of the September 28, 2023 Meeting (*Deferred*)
 - B. Next Meeting Scheduled on February 29, 2024, at 6:00pm

17. **Consumer Advisory Committee** – George Alvarado
 - A. Minutes of the November 1st Meeting (*Page 66*)
 - B. Minutes of the January 3rd Meeting (*Deferred*)
 - C. Next Meeting Scheduled on February 7, 2024, at 2:30pm

18. **Consumer Services Committee** – Rosie Sigala
 - A. Minutes of the September 20, 2023 Meeting (*Page 71*)
 - B. Minutes of the November 15, 2023 Meeting (*Deferred*)
 - C. Next Meeting Scheduled on February 21, 2024, at 6:00pm

19. **Executive Committee** – Ana Quiles
 - A. Minutes of the October 26, 2023 Meeting (*Page 81*)
 - B. Minutes of the November 30, 2023 Meeting (*Deferred*)
 - C. Minutes of the December 14, 2023 Meeting (*Deferred*)
 - D. Contracts Approved on Behalf of the Board
 1. Workforce Development Solutions Amendment (*Page 88*)
 - A. Conflict of Interest Legal Opinion Letter
 2. MIJI Health Care Services Inc. PL2247-062 – entity change (*Page 90*)
 3. MIJI Health Care Services Inc. HL1073-862 – entity change (*Page 94*)
 4. MIJI Health Care Services Inc. PL2248-490 / PL2249-459 – New Vendorization (*Page 98*)
 5. Comforcare HL1054-862 – New Vendorization (*Page 102*)
 6. Diamond ASC PL2227-076 – New Vendorization (*Page 106*)
 7. Amazing Grace Home Center II PL2231-109 – entity change (*Page 109*)
 8. SLEA PL2163-612 – tax ID change (*Page 113*)
 9. SLEA PL2164-615 – tax ID change (*Page 118*)
 10. Callahan ATDS PL2222-605 – New Vendorization (*Page 123*)
 11. Gittelsohn PL2213-056 – New Vendorization (*Page 127*)
 12. Gittelsohn PL2215-102 – New Vendorization (*Page 131*)
 13. Hola Clinic PL2236-116 – New Vendorization (*Page 135*)
 14. Liberty PL2218-055 – New Vendorization (*Page 139*)
 15. Liberty PL2219-117 – New Vendorization (*Page 143*)
 16. Talk4Me Therapy PL2214-707 – New Vendorization (*Page 147*)
 17. New Horizons PL2151-055 – New Vendorization (*Page 150*)
 18. Future Transitions PL2238-076 – New Vendorization (*Page 155*)
 19. Mysti's Adult and Family Services PL2241-076 – New Vendorization (*Page 158*)
 20. Pathways for Empowerment PL2237-076 – New Vendorization (*Page 161*)

E. Next Meeting Scheduled on January 25, 2024, at 7:30pm

20. Recruitment Committee

A. Minutes of the December 7th Meeting (*Page 164*)

B. Minutes of the December 14th Meeting (*Page 167*)

C. Minutes of the December 18th Meeting (*Page 169*)

D. Minutes of the December 26th Meeting (*Deferred*)

E. Minutes of the January 2nd Meeting (*Deferred*)

F. Timeline for Recruitment (*Page 171*)

G. Input Sessions by Invitation

1. Current Stakeholders - Jan 25th

2. Community Based Organizations (CBO) - Jan 30th

3. Employee - Feb 1st

21. Government & Community Relations Committee – David Coe

A. Minutes of the October 18th Meeting (*Page 173*)

B. Minutes of the November 16th Meeting (*Deferred*)

C. Next Meeting Scheduled on January 17, 2024, at 6:00pm

22. Nominating Committee – Lillian Martinez

A. Applications to Serve an Additional Term

B. Minutes of the November 14, 2023 Meeting (*Deferred*)

C. Next Meeting Scheduled on February 7, 2024, at 5:30pm

23. Post-Retirement Medical Trust Committee – Ana Quiles

A. Next Meeting Scheduled on January 25, 2024, at 5:30 pm

24. Strategic Planning Committee – Lety Garcia

A. Minutes of the November 6, 2023 Meeting (*Deferred*)

B. Next Meeting Scheduled on February 5, 2024, at 6:00pm

25. Vendor Advisory Committee - Suad Bisogno

A. Minutes of the November 2, 2023 Meeting (*Page 180*)

B. Minutes of the January 4th Meeting (*Deferred*)

C. Next Meeting Scheduled on February 1, 2024, at 9:30am

26. Old Business/New Business

- A. Board and Committee Meeting Attendance Sheets (*Page 188*)
- B. Board and Committee Meetings Time Report (*Page 198*)
- C. Updated Acronyms Listing (*Page 199*)
- D. Meeting Evaluation Form – *Emailed separately*

27. Announcements/Information/Public Input

- A. Next Meeting: Wed., February 14, 2024, at 6:00pm
- B. Public Meeting Attendance
- C. SDP Independent Facilitator Round Table: Thurs., January 11, 2024, 2:00pm
- D. Ticket to Work workshop with Jay Nolan: Thurs., January 11, 2024, 2:00pm
- E. Different Thinkers, Different Learners-Diferentes Formas de Pensar, Diferentes Formas de Aprender: Introduction to the disability from a psychoeducational perspective: Tues., January 16, 2024, 10:00am
- F. Self-Determination Independent Facilitator Workshop: Wed., January 17, 2024, 1:00pm; Wed., January 24, 2024, 1:00pm; Wed., January 31, 2024, 1:00pm; Wed., February 7, 2024, 1:00pm; Wed., February 8, 2024, 1:00pm
- G. Government & Community Relations Committee Meeting: Wed., January 17, 2024, 8:00pm
- H. CalABLE Presentation - North Los Angeles County Regional Center: Thurs., January 18, 2024, 10:00am & Wed., January 24, 2024, 5:30pm
- I. Town Hall - Ayuntamiento Virtual: Thurs., January 18, 2024, 1:00pm
- J. Self Determination Local Advisory Committee Meeting: Thurs., January 18, 2024, 8:30pm
- K. Executive Committee Meeting: Thur., January 25, 2024, 7:30pm
- L. Vendor Advisory Committee Meeting: Thurs., February 1, 2024, 9:30am
- M. Self-Determination Orientation: Mon., February 5, 2024, 9:00am
- N. Strategic Planning Committee Meeting: Mon., February 5, 2024, 6:00pm
- O. Consumer Advisory Committee Meeting: Wed., February 7, 2024, 3:00pm

Please refer to NLACRC’s website for the Calendar of Events, which includes a link for the Family Focus Resource Center, for information regarding more support groups, training opportunities, dates, times, and links – www.nlacrc.org

28. Adjournment



**Minutes of Regular Meeting
of
North Los Angeles County Regional Center
Board of Trustees**

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting via Zoom on **November 8, 2023**

Trustees Present

Jenifer Koster
Rocio Sigala
Suad Bisogno
Leticia Garcia
Curtis Wang
Sharmila Brunjes
Ana Quiles
Andrew Ramirez
Brian Gatus
Vivian Seda
George Alvarado
Lillian Martinez
Michael Costa
Cathy Blin
Anna Hurst
David Coe

Guests Present

Nicholas Mendoza - Coach for George A.
Richard Dier - SDLAC
Lori Walker - SDLAC
Gustavo Clerici - Interpreter
Pablo (no last name given) – Interpreter
Cathy Robinson
Diana Chulak - Family Focus Resource
Center
Lia Cervantes Lerma - State Council
Kimberly Foster
Juan Hernandez
Miriam Erberich - Parent
Mariano Ponce
MJ Gentry
Regina Ervin
Theresa Quarry
Xochitl Gonzalez
James Henry

Staff Present

Ruth Janka
Vini Montague
Cristina Preuss
Donna Rentsch
Kimberly Visokey
Parita Burmee
Chris Whitlock
Gabriela Eshrati
Evelyn McOmie
Malorie Lanthier

Trustees Absent

- 1. Call to Order & Welcome** – Ana Quiles, Board President
Ana called the meeting to order at 6:30 p.m.
- 2. Housekeeping**
 - A. Spanish Interpretation Available
Ana informed attendees that instructions for Spanish Interpretation are located in the chat.
 - B. Public Attendance
Ana asked public attendants to notate their names and agency in the chat.
 - C. Monthly Submission for Childcare/Attendant Care Billing
 - D. Ana Quiles requested that the Board Members change their name as it appears on the Zoom call to reflect their first/last name and their position on the Board. For example, “Ana Quiles, Board President”. She also asked that NLACRC staff do the same to help attendees identify the speakers.
- 3. Board Member Attendance** – Kimberly Visokey, Executive Administrative Assistant
Kimberly took attendance of Board Members; a quorum was present.

4. Introductions

A. David Coe, 1st Vice President of the Board

David has served on the NLACRC Board for three years and is also the Chair of the Government and Community Relations Committee. He was born and raised in New Orleans and subsequently graduated from Tulane University with a degree in Legal Studies and Business. He and his wife have been married for almost 11 years and have a 5-year-old child who is also a consumer. David also enjoys acting and has acted in a few commercials that are being shown on network television.

B. Vini Montague

Vini has been with NLA since April 2010 and currently serves as the Chief Financial Officer. She feels that she has always had a strong sense of belonging at NLACRC. She has a dual Bachelor's in Advertising and Psychology and a Master's in Business Administration. Vini also shared that she is passionate about animals, specifically her dogs, who she says come first. She has two dogs and one horse.

5. Regional Center Performance Measures Phase 1 Update

Ruth Janka reviewed the document as presented in the packet. She shared that NLA has successfully met all regional Center performance measure categories for Early Start, Equity and Cultural Competency and Person-Centered Planning. NLA received three stars which indicate that NLA were able to bring on additional certified person-centered plan facilitation trainers, which qualified NLA for an additional \$30,000 in incentive funding. She congratulated the staff for a job well done.

6. Public Input

Lia Cervantes-Lerma with the State Council shared that any questions related to Self-Determination, Special Education, or any subject to call the State Council for assistance. There are trainings scheduled throughout the month on various topics to learn strategies and support for those who are going through uncertainty and change.

Lori Walker, co-chair of the Self-Determination Local Volunteer Advisory Committee, referenced the NLACRC bylaws to report that the Board Meeting agenda and packet should be available at least seven days prior to the meeting. She also requested that the Executive Session portion of the meeting be added to the end of the agenda and stated that there were no restrictions in the bylaws that would prevent this change.

Diana Chulak from Family Focus Resource Center shared that the Center recently held a resource fair that was well attended and a great success. Coffee and Conversation will be held at all locations during the week of November 16th to discuss the holidays, including recipes, activities and how to handle stress during the holiday season.

7. Consent Items

A. Approval of Agenda

There were three revisions to the agenda:

Items B: Presentation Board Source and C: ACE Master Survey under Number 8. Presentation of the Executive Director Evaluation process will be deferred.

There will be an addition to the Committee Report Outs with Item 16. Consumer Advisory Committee Being Added.

David Coe noted that the next Government and Community Relations Committee Meeting is in January; however, the next meeting will be held in November, with the exact date being TBD.

M/S/C (A. Ramirez/C. Wang) To approve the meeting agenda as revised.

B. Approval of August 9, 2023 Board Meeting Minutes - deferred

This item will be deferred and will be revised to include accurate attendance information. Ruth Janka will follow up on this item.

C. Approval of October, 2023 Board Meeting Minutes

M/S/C (A. Ramirez/C. Wang) To approve the meeting agenda as presented.

8. Presentation of Executive Director Evaluation Process

A. ED Evaluation Process Timeline - Parita Burmee

Parita reviewed the information as presented in the packet.

M/S/C (G. Alvarado/B. Gatus) To approve the timeline as presented.

B. Presentation Board Source - deferred

C. ACE Master Survey - deferred

9. Committee Action Items

A. Executive Committee - Ana Quiles

1. Proposed Amendment to Bylaws

The Consumer Advisory Committee has requested a bylaw change that would allow the CAC to elect their own Committee Chair. Currently, the Board elects a CAC chair who is also a Board Member. If allowed to elect their own chair, NLACRC would select a Board Liaison to serve on the Committee as the NLACRC representative. Ana shared a draft of the proposed revisions.

George Alvarado, Chair of the CAC requested that other Board Members consider attending the CAC Meeting to connect with the group when available.

Brian Gatus made the recommendation to include “elected by a majority of the Committee” to Paragraph 8. After review, it was decided to edit all committee sections to ensure that there is consistency in how the Committee conducts elections in regards to the inclusion of NLACRC staff member and the Board having the authorization to rotate the CAC Liaison position among interested Board Members. Ruth Janka will reach out to NLACRC legal counsel to determine the correct verbiage and to revise the bylaws according to recommendations. Those revisions will be presented to CAC Committee for review and then will be presented to/voted on by the Board to take effect for the FY24-25 session.

2. ARCA Membership Agreement Form - Leticia Garcia

Leticia shared that this is an annual agreement incorporated in the structure with participating regional centers. She requested that the Board review Section 11 of the agreement with NLACRC legal counsel. It indicates that NLACRC would not file class action lawsuits against ARCA. Michael Costa clarified that in the instance of disputes, the agreement stipulates that disputes would be handled in arbitration or mediation and would be addressed outside of the courtroom, which is considered standard for most contracts. Ruth Janka will consult with legal counsel to review and clarify the agreement before signing.

B. Administrative Affairs Committee – Brian Gatus

1. Board Resolution for Workers Comp Insurance

Vini Montague reviewed the information as presented in the packet. The board resolution is seeking for approval to secure Worker’s Compensation for calendar year 2024 and is seeking approval from the Board to allow NLACRC to appoint an officer to secure the insurance. It was highlighted that the Worker’s Compensation Insurance is the only insurance that renews on a calendar year basis.

M/S/C (L. Martinez/D. Coe) To approve the Board Resolution as presented.

C. Consumer Services Committee - Rosie Sigala

1. No Meeting in October

D. Government & Community Relations – David Coe

Ana reminded this Committee to check their emails for information on the November Committee meeting that is to be scheduled.

E. Vendor Advisory Committee – Suad Bisogno

No action items

F. Strategic Planning Committee – Leticia Garcia

1. SPC Critical Calendar

The revised calendar was reviewed as presented in the packet.

M/S/C (G. Alvarado/C. Blin) To approve the Critical Calendar as presented.

2. Employee Satisfaction Survey RFP

This information was reviewed as presented in the packet.

M/S/C (G. Alvarado/C. Wang) To approve the RFP as presented.

10. Executive Session

A. Personnel

Ana shared that the issue of where the Executive Session should be placed in the agenda is something that has been mentioned before. It was determined that if there is a guest who will be part of the Executive Session, the session will be placed at the beginning of the agenda in order to allow the guest to leave the meeting if necessary. In instances where a guest is not part of the Executive Session, the session will be placed after the Committee Action Items are reviewed.

M/S/C (L. Martinez/B. Gatus) To enter the Executive Session at 7:36 pm.

M/S/C (G. Alvarado/J. Koster) To exit the Executive Session at 7:57 pm.

11. Executive Director's Report - Ruth Janka

Ruth reviewed the report as presented in the packet. Highlights include:

Legislation AB447 (Arambula)

This expressly authorizes California States Universities, and requests the University of California system, to establish and maintain inclusive college programs for students with intellectual and developmental disabilities at 4-year postsecondary educational institutions. The programs will provide training to faculty, scholarships for student tuition, fees, and living expenses, additional student supports such as

counseling, residential needs, and transportation, person-centered planning process and the opportunity to pursue an educational credential, including a degree, certificate or nondegree credential issued by the institution. The programs must seek funding from Department of Rehabilitation and regional centers to sustain programs long term. The Board of Trustees provided a letter of support for this bill; pleased to announce it has passed and has been chaptered into law.

Staffing

Preliminary September data: 67 CSC Vacancies (replacement), (SFV – 42, AV – 20, and SCV – 5), 62 CSC Vacancies (growth); 55 Other open position vacancies, 76 positions on hold. 659 positions filled: 919 authorized. October New Hires: 1st cycle: 1 Office Assistant II (AVO) and 1 Intake Associate (AVO), both Bilingual Spanish. 2nd cycle: 5 Consumer Services Coordinators (3 AVO, 2 SFV and 1 Bilingual Spanish-SFV), 1 Consumer Services Coordinator – Early Start Intake, Bilingual Spanish, and 1 Accounting Supervisor.

NLACRC's Individual and Family Satisfaction Survey

NLACRC's consultant, Kinetic Flow, reports that the response to Online, SMS/Text, and Live Telephone Interviews has resulted in 3,395 completed surveys (minimum needed is 2,149). The survey closed Monday, October 23, 2023. Kinetic Flow will now conduct data analysis and create written reports, due to NLACRC on December 18th, and to be presented at SPC in January.

NLACRC Tuition Reimbursement Program

At this time, NLACRC has 8 individuals participating; statewide there are 104 staff across the 21 Centers. This program is promoted as a benefit in our recruitment efforts, new hires are provided information regarding the program as part of their onboarding and internal staff have been informed of the opportunity!

NLA's FY2023 -24 DDS Fiscal Audit

Pursuant to our contract with the Department of Developmental Services, DDS has concluded a fiscal audit of the Center; a date when the department will issue a written draft audit report has not yet been provided.

NLA's FY2023 Independent Audit – Lindquist, Von Husen & Joyce, LLP

NLACRC's independent financial audit by Lindquist, Von Husen & Joyce, LLP began September 11, 2023 and will conclude in February of 2024.

DDS Direct Service Professional Training Stipend and Incentive Program Pilot

DDS reported at the ARCA Statewide Meeting that there were 13,581 registrants statewide; and as of 10/18/2023, 10,849 DSPs completed at least one course and of those, 7,274 have completed two courses. Of the two courses, DSP Code of Ethics is a required course, while Informed Decision-Making, Person-Centered Planning and the HCBS Final Rule are elective courses. Additional courses being added are Cultural Competency and Supporting Individuals who identify as LGBTQIA+.

DDS Internship Program

This is a three-month training and internship program that provides standardized, new direct care workforce entry-level training and practical work experience for up to 2,500 interns. DDS' Contractor, All's Well, is a full-scope internship recruitment, readiness, placement and retaining entity, who will also serve as employer of record for both the paid internships and the retainage stipends. The program will be rolled out in three phases with Phase I split between groups A and B. The contractor will be sourcing individuals for the program from churches, community colleges and self-advocate groups. Phase IA regional centers include ACRC, VMRC, FNRC, and SDRC. NLACRC has volunteered to participate in Phase IB.

Paid Internship Program Statewide Participation

Participation in the PIP has grown significantly with 2,146 participants currently (compared to FY19-20, where enrollment was 1,679.)

Agenda Posting

Ana Quiles shared that as mentioned previously, the NLACRC bylaws and the Lanterman Act require that regional centers post board/committee meeting agendas at least 7 days in advance of the meeting and that once posted, the only changes to the agenda would be permitted under emergent circumstances and that DDS will be informed of the change. In order to accomplish this requirement, Ana encouraged NLACRC staff and Committee Chairs to work diligently to complete their sections and Committee's agendas 9 days in advance, to give Board Support 2 days to prepare for the meeting. Any agenda items that do not make the 9-day cutoff for any public meeting will be deferred to the following meeting date.

The inclusion of the meeting packet being posted within 7 days is still under consideration as well as possibly posting the meeting action items in lieu of the meeting packet. This will be determined within the remainder of the calendar year and the goal is to have a streamlined process by January.

12. Self Determination Program (SDP) – Gabriela Eshrati

Ana reviewed the information as presented in the packet.

A. SDLVAC Liaison October Report

B. Next Self Determination Local Advisory Committee Meeting scheduled for November 16, 2023, at 6:30 pm

13. Association of Regional Center Agencies - Leticia Garcia

Ana reviewed the information as presented in the packet.

A. ARCA Liaison Report

1. Membership Standards and Practices Framework

Leticia shared that the newly created Membership Standards and Practices Committee, consists of 7 members who are regional directors and Board delegates abiding to the standards, code of conduct and ARCA bylaws.

B. Next Meeting Scheduled for January

- 14. Administrative Affairs Committee** -David Coe
Ana reviewed the information as presented in the packet.
A. Minutes of the September 28, 2023 Meeting - deferred
B. Next Meeting Scheduled on November 30, 2023, at 6:00pm
- 15. Consumer Services Committee** – Rocio Sigala
Ana reviewed the information as presented in the packet.
A. Next Meeting Scheduled on November 15, 2023, at 6:00pm
- 16. Consumer Advisory Committee** – George Alvarado
Ana reviewed the information as presented in the packet.
A. Next Meeting Scheduled on November 15, 2023, at 6:00pm
- 17. Executive Committee** – Ana Quiles
Ana reviewed the information as presented in the packet.
A. Minutes of the September 28, 2023 Meeting
B. Minutes of the October 26, 2023 Meeting - deferred
C. Approved W & W Joint Ventures approved on behalf of the Board
D. Approved W & W Joint Ventures approved on behalf of the Board
E. DDS FY24-25 Contract Presentation – (Contract Pending)
F. Next Meeting Scheduled on November 30, 2023, at 7:30 pm
- 18. Government & Community Relations** – David Coe
Ana reviewed the information as presented in the packet.
A. Minutes of the October 18, Meeting - deferred
B. Next Meeting Scheduled on January 17, 2024, at 6:00 pm.
- 19. Nominating Committee** - Lillian Martinez
Ana reviewed the information as presented in the packet.
A. Application to Serve an Additional Term
 1. Due to boardsupport@nlacrc.org by Dec. 15th
B. Next Meeting Scheduled on January 3, 2024, at 5:30 pm.
- 20. Post-Retirement Medical Trust Committee** – Ana Quiles
Ana reviewed the information as presented in the packet.
A. Next Meeting Scheduled on January 25, 2024, at 5:30 pm
- 21. Strategic Planning Committee**- Leticia Garcia
Ana reviewed the information as presented in the packet.
A. Strategic Plan Annual Update for FY 22-23
B. 1st Quarter Report on New Vendorizations
C. Minutes of the August 7, 2023 Meeting

- D. Minutes of the November 6, 2023 - deferred
- E. Next Meeting Scheduled on February 5, 2024, at 6:00pm

22. Vendor Advisory Committee – Suad Bisogno

Ana reviewed the information as presented in the packet.

A. Board of Directors Service Provider Message

Suad Bisogno shared a recommendation from the VAC to the Board to “encourage an ‘all hands on deck’ approach to supporting the regional centers case management team. During this time of unprecedented labor shortages, service providers want to encourage a focus on ‘back to basics’ on case management. VAC would like the board to consider limiting additional activities that may be considered outside of the scope of NLACRC’s core duties to provide service coordination to individuals and families. This is to ensure that NLACRC leadership staff have the time to dedicate to training, supporting and developing personnel. During this critical time, it is imperative that NLACRC’s most knowledgeable staff, NLACRC’s leadership team, are available and focused on ensuring job knowledge can rapidly move through the organization, given the amount of turnover and number of new staff hired each month. Limiting projects that are not focused on improving infrastructure and organizational development could help overall quality of service delivery.

- B. DDS Provider Rate Reform Plan of Action Committee
- C. Minutes of the October 5th Meeting
- D. Minutes of the November 2, 2023 - deferred

23. Old Business/New Business

Ana reviewed the information as presented in the packet.

- A. Board and Committee Meeting Attendance Sheets
- B. Board and Committee Meetings Time Report
- C. Updated Acronyms Listing
- D. Meeting Evaluation Form – Emailed separately

24. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, January 10, 2024, at 6:30 pm
- B. Public Meeting Attendance
- C. SDP Independent Facilitator Round Table: Thursday, November 9, 2023, 2:00 pm
- D. Transition from Early Intervention to Preschool Programs in the Antelope Valley School Districts/Transición del Programa de Intervención Temprana al Preescolar en los Distritos Escolares del Valle del: Tuesday, November 14, 2023, 9:00 am
- E. Consumer Services Committee Meeting: Wednesday, November 15, 2023, 6:00 pm
- F. Parents of Adult Consumers Support Group: Wednesday, November 15, 2023, 6:30pm
- G. Supported Living Services (SLS) orientation: Thursday, November 16, 2023, 3:00 pm

- H. Self Determination Local Advisory Committee Meeting, Thursday, November 16, 2023, 6:30 pm
- I. Cultivar y Crecer: Friday, November 17, 2023, 6:230 pm
- J. Orientaciones de autodeterminación, Monday, November 20, 2023, 9:00 am
- K. Filipino Support Group: Monday, November 20, 2023, 6:30 pm
- L. Administrative Affairs Committee Meeting: Thursday, November 30, 2023, 6:00 pm
- M. Executive Committee Meeting: Thursday, November 30, 2023, 7:30 pm

George Alvarado shared that he participated in the Special Olympics and got both second and first place 2 weeks ago in softball. He thanked his coach, Nicholas Mendoza for attending his games and stated that he looks forward to sharing photos with the Board.

Curtis Wang asked for clarification on the deadline for the application on December 15th. It was noted that the deadline would only apply to Board Members whose terms are ending at the end of the FY.

25. Adjournment

Ana Quiles, Board President, adjourned the meeting at 8:42 p.m.

Submitted by:

Kimberly Visokey

Executive Administrative Assistant

() The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



**North Los Angeles County Regional Center
Fiscal Year 2022-2023 Contract Allocation**

Description	OPS	POS	Total
Preliminary Allocation Total	\$ 55,244,811	\$ 592,567,697	\$ 647,812,508
D-1 Allocation Total	\$ 24,882,867	\$ 200,592,637	\$ 225,475,504
D-2 Allocation Total	\$ 3,355,803	\$ 59,572,412	\$ 62,928,215
Subtotal	\$ 83,483,481	\$ 852,732,746	\$ 936,216,227
D-3 Allocation: Reduced Caseload Ratio (Children thru Age 5)*	\$ (2,848,255)	\$ -	\$ (2,848,255)
D-3 Allocation: Other OPS	\$ 920,471		\$ 920,471
D-3 Subtotal	\$ (1,927,784)	\$ -	\$ (1,927,784)
TOTAL ALLOCATION	\$ 81,555,697	\$ 852,732,746	\$ 934,288,443

* The Department of Developmental Services deallocated a total of \$20,588,000 from all Regional Centers in the D-3 contract allocation.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Board Resolution

For City National Bank’s Supersedure Agreement (Business)

Resolved that at a meeting of The North Los Angeles County Regional Center, Inc. Board of Trustees held on the 10th day of January 2024, in accordance with the laws and by-laws of the above organization, City National Bank is authorized to remove Ruth Janka as Authorized Signer from all accounts of the North Los Angeles County Regional Center presently open under the Account Agreement with City National Bank, effective and including January 31, 2024. See Schedule A.

Resolved that the Board of Trustees instructs City National Bank to add the following person as Authorized Signer to all accounts of the North Los Angeles County Regional Center presently or hereafter opened under the Account Agreement with all associated rights and authority, effective February 1, 2024:

Cristina Preuss, Interim Executive Director

Further Resolved that the authorization is in addition to any other authorizations in effect and will remain in full force until the Bank receives written notice of revocation at the address(es) and manner designated by City National Bank.

Schedule A

Account Description	Account Number
Business Checking Account	113089326
Payroll Account	113089334
Flexible Spending Account	113089342
Consumer Group Account	113089369
Dedicated Consumer Account	401566104
Help Fund/Donation Account	113089350
Restricted Funds Account (Prevention)	401574395

Certification by Secretary: I certify that (1) I am the Secretary of North Los Angeles County Regional Center ; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024

Date



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Board Resolution

For US Bank

Resolved that, at a meeting of the North Los Angeles County Regional Center, Inc. Board of Trustees held on the 10th day of January 2024, in accordance with the laws and by-laws of the above organization, US Bank is authorized to remove Ruth Janka, Executive Director as Authorized Signer from all accounts of the North Los Angeles County Regional Center (“NLACRC”) presently open under the Account Agreement with US Bank, effective and including January 31, 2024. See Schedule A.

Resolved that the NLACRC Board of Trustees instructs US Bank to add the following person as Authorized Signer on all accounts belonging to NLACRC, effective and including February 1, 2024. See Schedule A.

Cristina Preuss, Interim Executive Director

Further resolved that the authorization is in addition to any other authorizations in effect and will remain in full force until US Bank receives written notice of revocation at the address(es) and manner designated by US Bank.

Schedule A

Account Description	Account Number
North Los Angeles County Regional Center Post-Retirement Medical Trust	6745003500
North Los Angeles County Regional Center CALPERS Unfunded Accrued Liability Contribution Trust	5000168-000

Certification by Secretary: I certify that (1) I am the Secretary of North Los Angeles County Regional Center; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024
Date



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Board Resolution

For PFM Asset Management, LLC

Resolved that at a meeting of The North Los Angeles County Regional Center, Inc. Board of Trustees held on the 10th day of January 2024, in accordance with the laws and by-laws of the above organization, PFM Asset Management, LLC (“PFM”) is authorized to remove Ruth Janka, Executive Director as authorized to act on behalf of North Los Angeles County Regional Center (“NLACRC”) and to communicate with and to provide instructions to PFM on behalf of NLACRC, on all accounts belonging to NLACRC, effective and including January 31, 2024. See Schedule A.

Resolved that the NLACRC Board of Trustees instructs PFM to add the following person as authorized to act on behalf of NLACRC and to communicate with and to provide instructions to PFM on behalf of NLACRC, on all accounts belonging to NLACRC, effective and including February 1, 2024. See Schedule A.

Cristina Preuss, Interim Executive Director

Further resolved that the authorization is in addition to any other authorizations in effect and will remain in full force until PFM receives written notice of revocation at the address(es) and manner designated by PFM.

Schedule A

Account Description	Account Number
North Los Angeles County Regional Center Post-Retirement Medical Trust	6745003500
North Los Angeles County Regional Center CALPERS Unfunded Accrued Liability Contribution Trust	5000168-000

Certification by Secretary: I certify that (1) I am the Secretary of North Los Angeles County Regional Center; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024
Date



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Board Resolution

For City National Bank’s Supersedure Agreement (Business)

Resolved that at a meeting of The North Los Angeles County Regional Center, Inc. Board of Trustees held on the 10th day of January 2024, in accordance with the laws and by-laws of the above organization, City National Bank is authorized to add Parita Burmee, Human Resources Director, as Authorized Signer from all accounts of the North Los Angeles County Regional Center listed below effective and including January 11, 2024. See Schedule A.

Further Resolved that the authorization is in addition to any other authorizations in effect and will remain in full force until the Bank receives written notice of revocation at the address(es) and manner designated by City National Bank.

Schedule A

Account Description	Account Number
Help Fund/Donation Account	113089350

Certification by Secretary: I certify that (1) I am the Secretary of North Los Angeles County Regional Center; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024

Date



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Board Resolution

For City National Bank’s Supersedure Agreement (Business)

Resolved that at a meeting of The North Los Angeles County Regional Center, Inc. Board of Trustees held on the 10th day of January 2024, in accordance with the laws and by-laws of the above organization, City National Bank is authorized to remove Malorie Lanthier as Authorized Signer from all accounts of the North Los Angeles County Regional Center presently open under the Account Agreement with City National Bank, effective and including March 31, 2024. See Schedule A.

Further Resolved that the authorization is in addition to any other authorizations in effect and will remain in full force until the Bank receives written notice of revocation at the address(es) and manner designated by City National Bank.

Schedule A

Account Description	Account Number
Help Fund/Donation Account	113089350

Certification by Secretary: I certify that (1) I am the Secretary of North Los Angeles County Regional Center ; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024

Date



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New Coordinated Family Supports Agreement Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Peace Living LLC Vendor Number: PL2140, Service Code: 076
3.	The Purpose of the Contract	Contractor provides Coordinated Family Support (CFS) Services pursuant to the State’s Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home.
4.	The Contract Term	Five (5) year contract effective January 1, 2024 through December 31, 2028.
5.	The Total Amount of the Contract	Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations.
6.	The Total Proposed Number of Consumers Served	Projected 5 consumers per month.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate.
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Coordinated Family Supports services.
9.	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS Set Rate as established on DDS directive dated January 27, 2023.
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) of Trustees reviewed and discussed the Coordinated Family Supports Agreement (“**Contract**”) for **Peace Living LLC** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Peace Living LLC** was reviewed and approved by NLACRC’s Board of Trustees on **January 10, 2024**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, or Chief Information Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024

Date

NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

Vendor Name: Peace Living LLC

Vendor #: PL2140

Svc Code: 076

Date: 1/2/24

Other Vendorizations with Vendor's Tax Identification Number (TIN):

Vendor #	Service Code	Description
PL2195	605	Adaptive Skills Training

Service Address: 23030 LYONS AVE STE 102, NEWHALL, CA 91321

Service Description: A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person's home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer's diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

Service Area: San Fernando Valley, Santa Clarita Valley, Antelope Valley

Staffing: 1:1



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New Coordinated Family Supports Agreement Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	FMRC Health Group LLC Vendor Number: PL2226, Service Code: 076
3.	The Purpose of the Contract	Contractor provides Coordinated Family Support (CFS) Services pursuant to the State’s Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home.
4.	The Contract Term	Five (5) year contract effective January 1, 2024 through December 31, 2028.
5.	The Total Amount of the Contract	Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations.
6.	The Total Proposed Number of Consumers Served	Projected 5 consumers per month.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate.
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Coordinated Family Supports services.
9.	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS Set Rate as established on DDS directive dated January 27, 2023.
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) of Trustees reviewed and discussed the Coordinated Family Supports Agreement (“Contract”) for **FMRC Health Group LLC** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **FMRC Health Group LLC** was reviewed and approved by NLACRC’s Board of Trustees on **January 10, 2024**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, or Chief Information Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024
Date

NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

Vendor Name: FMRC Health Group LLC

Vendor #: PL2226

Svc Code: 076

Date: 1/2/24

Other Vendorizations with Vendor’s Tax Identification Number (TIN):

Vendor #	Service Code	Description
PL2146	116	Early Start Specialized Therapeutic Services

Service Address: 1008 W Avenue M14 STE. A Palmdale, Ca. 93551

Service Description: A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person’s home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer’s diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

Service Area: Antelope Valley

Staffing: 1:1



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New, Professional Services Agreement Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Dr. Agnesa Papazyan dba SoCal Psychology Center Vendor Number: PL2142, Service Code: 785
3.	The Purpose of the Contract	The service provider is validly licensed as a psychologist by the California Board of Psychology; and provides diagnosis and psychotherapy of mental and emotional disorders; or provides individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
4.	The Contract Term	Five (5) year contract effective January 1, 2024 through December 31, 2028.
5.	The Total Amount of the Contract	Projected annual cost is \$110,329.22 per year, or \$551,646.11 over the entire five (5) year term of the contract based on FY2023 expenditure of similar Clinical Psychologist vendorizations.
6.	The Total Proposed Number of Consumers Served	Projected 23 consumers per month based on FY2023 expenditure of similar Clinical Psychologist vendorizations.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized SMA rates: <ul style="list-style-type: none"> • Evaluation: (1st hour) \$107.69/hour, each add'l hour (2 hrs max.) \$77.94/hr • Test Administration, Scoring: (1st 30 min) \$41.88, (each add'l 30 min, 9 30 min max.) \$39.01 • Test Evaluation & Scoring for two or more tests (up to 90 min): \$149.57 • Out of Office Call: \$7.50/day • Developmental Test Administration: \$170.31/90 min • Neuropsychological testing evaluation: \$158.85/90 min <ul style="list-style-type: none"> ○ Each additional hour: \$89.46/hour
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Clinical Psychologist services.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

9.	Method or Process Utilized to Establish the Rate or the Payment Amount	The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), pursuant to 17 CCR, Section 57332(b)(4).
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	NLACRC's Clinical team has an average of 280 psychological evaluations per month. Timely scheduling of new intake cases or assessment for a child nearing 3 years of age or 5 years of age when eligible under the Provisional Eligibility Program (PEP), is imperative to meet DDS-mandated timelines and provide consumers the appropriate services that may be needed.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed the **Professional Services Agreement (“Agreement”, or “Contract”)** for **Dr. Agnesa Papazyan dba SoCal Psychology Center** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Dr. Agnesa Papazyan dba SoCal Psychology Center** was reviewed and approved by NLACRC’s Board of Trustees on **January 10, 2024**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, Chief Human Resources Officer, or Chief Information Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024

Date

Other Vendorizations with Vendor’s Tax Identification Number (TIN):

Vendor #	Service Code	Service Code Description
N/A		

Vendor Name: Dr. Agnesa Papazyan dba SoCal Psychology Center
Vendor Number: PL2142
Service Code: 785
Service Code Description: Clinical Psychologist
Description:
Service Address: 14144 Ventura Blvd, Suite 220, Sherman Oaks, CA 91423

Service Description:

Clinical psychologist will conduct comprehensive psychological evaluations for English, or Armenian-speaking children and teenagers applying for regional center services.

Service Area: San Fernando Valley

Staffing:

N/A



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New, Professional Services Agreement Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Dr. Elizabeth Carson Vendor Number: PL2251, Service Code: 785
3.	The Purpose of the Contract	The service provider is validly licensed as a psychologist by the California Board of Psychology; and provides diagnosis and psychotherapy of mental and emotional disorders; or provides individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
4.	The Contract Term	Five (5) year contract effective January 1, 2024 through December 31, 2028.
5.	The Total Amount of the Contract	Projected annual cost is \$110,329.22 per year, or \$551,646.11 over the entire five (5) year term of the contract based on FY2023 expenditure of similar Clinical Psychologist vendorizations.
6.	The Total Proposed Number of Consumers Served	Projected 23 consumers per month based on FY2023 expenditure of similar Clinical Psychologist vendorizations.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized SMA rates: <ul style="list-style-type: none"> • Evaluation: (1st hour) \$107.69/hour, each add'l hour (2 hrs max.) \$77.94/hr • Test Administration, Scoring: (1st 30 min) \$41.88, (each add'l 30 min, 9 30 min max.) \$39.01 • Test Evaluation & Scoring for two or more tests (up to 90 min): \$149.57 • Out of Office Call: \$7.50/day • Developmental Test Administration: \$170.31/90 min • Neuropsychological testing evaluation: \$158.85/90 min <ul style="list-style-type: none"> ○ Each additional hour: \$89.46/hour
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Clinical Psychologist services.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

9.	Method or Process Utilized to Establish the Rate or the Payment Amount	The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), pursuant to 17 CCR, Section 57332(b)(4).
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	NLACRC's Clinical team has an average of 280 psychological evaluations per month. Timely scheduling of new intake cases or assessment for a child nearing 3 years of age or 5 years of age when eligible under the Provisional Eligibility Program (PEP), is imperative to meet DDS-mandated timelines and provide consumers the appropriate services that may be needed.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed the **Professional Services Agreement** (“**Agreement**”, or “**Contract**”) for **Dr. Elizabeth Carson** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Dr. Elizabeth Carson** was reviewed and approved by NLACRC’s Board of Trustees on **January 10, 2024**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, Chief Human Resources Officer, or Chief Information Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024
Date

Other Vendorizations with Vendor’s Tax Identification Number (TIN):

Vendor #	Service Code	Service Code Description
N/A		

Vendor Name: Dr. Elizabeth Carson
Vendor Number: PL2251
Service Code: 785
Service Code Description: Clinical Psychologist
Description:
Service Address: All services to be provided at the NLACRC offices in Chatsworth

Service Description:

Clinical psychologist will conduct comprehensive psychological evaluations for children and teenagers applying for regional center services.

Service Area: San Fernando Valley

Staffing:

N/A



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New, Professional Services Agreement Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Dr. Anna Ayvazian, Psy. D. dba Meliora Wellness Center Vendor Number: PL2252, Service Code: 785
3.	The Purpose of the Contract	The service provider is validly licensed as a psychologist by the California Board of Psychology; and provides diagnosis and psychotherapy of mental and emotional disorders; or provides individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
4.	The Contract Term	Five (5) year contract effective January 1, 2024 through December 31, 2028.
5.	The Total Amount of the Contract	Projected annual cost is \$110,329.22 per year, or \$551,646.11 over the entire five (5) year term of the contract based on FY2023 expenditure of similar Clinical Psychologist vendorizations.
6.	The Total Proposed Number of Consumers Served	Projected 23 consumers per month based on FY2023 expenditure of similar Clinical Psychologist vendorizations.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized SMA rates: <ul style="list-style-type: none"> • Evaluation: (1st hour) \$107.69/hour, each add'l hour (2 hrs max.) \$77.94/hr • Test Administration, Scoring: (1st 30 min) \$41.88, (each add'l 30 min, 9 30 min max.) \$39.01 • Test Evaluation & Scoring for two or more tests (up to 90 min): \$149.57 • Out of Office Call: \$7.50/day • Developmental Test Administration: \$170.31/90 min • Neuropsychological testing evaluation: \$158.85/90 min <ul style="list-style-type: none"> ○ Each additional hour: \$89.46/hour
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Clinical Psychologist services.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

9.	Method or Process Utilized to Establish the Rate or the Payment Amount	The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), pursuant to 17 CCR, Section 57332(b)(4).
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	NLACRC's Clinical team has an average of 280 psychological evaluations per month. Timely scheduling of new intake cases or assessment for a child nearing 3 years of age or 5 years of age when eligible under the Provisional Eligibility Program (PEP), is imperative to meet DDS-mandated timelines and provide consumers the appropriate services that may be needed.



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed the **Professional Services Agreement (“Agreement”, or “Contract”)** for **Dr. Anna Ayvazian, Psy. D. dba Meliora Wellness Center** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Dr. Anna Ayvazian, Psy. D. dba Meliora Wellness Center** was reviewed and approved by NLACRC’s Board of Trustees on **January 10, 2024**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, Chief Human Resources Officer, or Chief Information Officer, and no one else.

Certification by Secretary: I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

January 10, 2024

Date

Other Vendorizations with Vendor’s Tax Identification Number (TIN):

Vendor #	Service Code	Service Code Description
N/A		

Vendor Name: Dr. Anna Ayvazian
Vendor Number: PL2252
Service Code: 785
Service Code Description: Clinical Psychologist
Description:
Service Address: All services to be provided at the NLACRC offices – in Lancaster or Chatsworth

Service Description:

Clinical psychologist will conduct comprehensive psychological evaluations for English, Russian or Armenian-speaking children and teenagers applying for regional center services.

Service Area: San Fernando Valley, Antelope Valley

Staffing:

N/A



North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 | www.nlaarc.org

Board Advocacy One Sheet

Legislative advocacy is critical to maintaining the promise of the Lanterman Act. The advocacy that started the Lanterman Act came from parents and without the hard work and dedication to create a system of support for their children, the services as we know them now would not exist. This has included evolving legislation over time to meet the changing needs. Legislative changes happen through bills, the state budget process, and policy development. Advocacy is important for all of these.

Advocacy from all involved is necessary to maintain and revise the system of support to ensure individuals with developmental disabilities have the supports and services they need to live full and productive lives in their communities. This advocacy happens at the State level in California because the Lanterman Act is unique to our state and based on longstanding California law.

Steps to successful advocacy:

- Be willing to share your family's story
- Understand the topic you are advocating for
- Know who is the target of your advocacy (State Legislator, County Supervisor, City Council)

Every person in California is represented at the state level by a Senator and an Assemblymember. If you are represented by them, you are a constituent and they want to hear from you about what impacts your life and what you care about.

To find out who represents you go to: <https://findyourrep.legislature.ca.gov/>

- Enter your address to find out the Senator and Assemblymember who represent you
- Learn about them and their priorities by visiting their webpages
- Know if they serve on committees important to our community such as Human Services
- Reach out and share information about your family and your concerns
- Follow them on social media or subscribe to their newsletters to get information about events

There are 40 Senators in California who serve 4 year terms and represent about 1 million Californians. Assembly members serve 2 year terms and all 80 represent about 500,000 California residents. Each legislator has a staff who support their work. There is often a dedicated staff member assigned to human service issues which include our community. These staff members often go on to become legislators or have long careers as legislative staff and interactions with them are just as important as talking to a legislator.

Sharing Your Story

Legislators and staff enjoy hearing from constituents and others impacted by state legislation and policies. Here are things to keep in mind when talking to legislators or staff:

- Share your story - tell them about your life, successes, and challenges
- Tell them how they might be able to help change things for the better
- Connect through conversation - ask questions to create an opportunity for interaction
- Ask them for what you want them to do to best represent you

Priority for Advocacy - Core Staffing Formula

- This is the mechanism by which Regional Centers are funded and it is currently antiquated as it has not been updated in decades. This formula needs to be updated in order to adequately fund Regional Center operations. Updating this formula would better fund service coordination and other critical Regional Center functions.

Communicating with Legislators

It is often best to communicate with legislative staff from their district office. These are the staff making connections with the local community and are likely to be the most receptive and connections will be the most valuable. If you are going to send an email or call, it is best to call the office and ask for the person in the district office who handles human services. This is the overarching topic that our community's issues fall under. There are typically staff devoted to handling everything related to human services and they often have a deep understanding of the related issues. Ask for their name, phone number and/or email address to make a connection.

Script for email or phone call

- Introduce yourself as their constituent and tell them what neighborhood you live in. If you are a constituent this is critical to share, but you can also advocate with other legislators.
- Share a little bit about the Regional Center and how you are connected to their services, whether you receive services for yourself or a loved one, as a service provider, or as a service coordinator or employee.
- Share successes and challenges your loved one and your family have experienced due to the services and supports provided by the Regional Center.
- Explain the challenges faced in getting the services needed due to current issues facing the system (e.g., outdated core staffing formula, caseload ratios, provider challenges)
- Explain how updating the Core Staffing Formula will help alleviate these challenges, and how it is up to the Legislature to enact the change.
- Make an ask - ask for their support for our community, your loved one, or to keep the promise of the Lanterman Act
- Thank them for their hard work and your appreciation for their time and consideration in this important matter.

Sample Script

Hello, my name is Susan. I am one of the Senator's constituents and my family has lived in Santa Clarita for the past 24 years. My adult son has autism and receives services through the North Los Angeles County Regional Center. He was diagnosed at age 4 and our family has benefited greatly from the help and support the Regional Center has given us throughout the many stages of his life. One of the challenges we face, however, is the amount of time our service coordinator is able to spend with us. It seems months go by after we make a plan before we are able to get services started. I know the high caseloads each service coordinator must carry is a big part of the problem. Another issue is the outdated Core Staffing Formula which sets the pay rate for service coordinators and is the formula used to fund Regional Center operations. Overtime, we have had a couple of our service coordinators leave their position to seek higher paying employment elsewhere. This is such a setback as each new one needs to get to know our family all over again, and my son especially has a hard time opening up to a new person. I am writing today to ask for the Legislature's support in modernizing the Core Staffing Formula to increase the quality of care for my son and families like mine.

Thank you for your time and consideration in this matter. Your hard work and dedication to the developmental disability community is appreciated, and having Legislators like you in our corner ensures that the promise of the Lanterman Act is intact and supporting families like mine as intended.

Sincerely,
Susan Bobusan
Santa Clarita, CA

Board Composition Survey Summary

North Los Angeles County Regional Center

NLACRC is located in the Southwest region of CA and serves the health districts of East Valley, San Fernando, and West Valley within the city of Los Angeles. There are 3 offices, with the main office in Chatsworth.

Ethnicity and Race Representation of Catchment Area

Catchment Area Population: 2,302,070
Seated Members: 19
Full Board: 22

[W&I Code §4622(d)] The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.

Race	Population (2016-2020	Percent	Board	Percent	Compliance
	ACS Data)	(2016-2020 ACS Data)	Members		Status
American Indian/Alaskan Native	14,854	0.6%	0.0	0%	Met
Asian	219,386	9.5%	3.0	16%	Met
Black/African American	139,020	6.0%	0.0	0%	Not met
Pacific Islander	3,686	0.2%	0.0	0%	Met
White	1,340,666	58.2%	8.0	42%	Not met
Some other race alone	415,883	18.1%	8.0	42%	Met
Two or more races	168,575	7.3%	0.0	0%	Not met
Number of BM with race selected			19.0	100%	

Ethnicity	Population (2016-2020	Percent	Board	Percent	Compliance
	ACS Data)	(2016-2020 ACS Data)	Members		Status
Hispanic/Latino	1,013,065	44.0%	9.0	47%	Met
Non-Hispanic/Latino	1,289,005	56.0%	10.0	53%	N/A
Total Board Members			19.0	100%	

Board Member Representation

[W&I Code §4622(e)] A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the members of the governing board shall be persons with developmental disabilities.

Board Member Representation	Count	Percentage	Compliance Status
Individual Served (I)	5	26%	Met
Parent/Legal Guardian (P)	10	53%	
Other (O)	3	16%	
Vendor Representative (VR)	1	5%	Met
Individual Served (I) and Parent/Legal Guardian (P) Combined	15	79%	Met

Disability Represented

[W&I Code §4622(c)] The membership of the governing board shall include representatives of the various categories of disability to be served by the regional center.

Disability Represented	Count	Percentage
Intellectual Disability	10	53%
Cerebral Palsy	5	26%
Epilepsy	1	5%
Autism	11	58%
5th Category	1	5%

*Multiple disabilities may be selected per board member.

Skills/Expertise

[W&I Code §4622(b)] The membership of the governing board shall include persons with legal, management or board governance, financial, and developmental disability program expertise.

Skills/Expertise	Count	Percentage	Compliance Status
Legal (L)	7	37%	Met
Management (M)	12	63%	Met
Board Governance (BG)	7	37%	Met
Financial (F)	10	53%	Met
Developmental Disability	14	74%	Met
Program Experience (DD)			

*Multiple skills/expertise may be selected per board member.

Notes:

Geographic Representation of Catchment Area

W&I Code §4622(d) The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.

County	Count	Percentage
Los Angeles	20	105%

BOARD & BOARD COMMITTEE LIST

FY 2023-2024

Board of Trustees

Ana Quiles -President
David Coe – First V.P.
Rocio Sigala – Second V.P.
Lillian Martinez - Secretary
Brian Gatus - Treasurer
Leticia Garcia – ARCA Rep
Andrew Ramirez- ARCA Alt
George Alvarado –ARCA CAC Rep
Alma Rodriguez
Cathy Blin
Nicholas Abrahms
Sharmila Brunjes
Suad Bisogno – VAC Chair
Juan Hernandez
James Henry
Anna Hurst
Jennifer Koster
Kelsi Levingston – Board Intern
Curtis Wang
Michael Costa
Vivian Seda
(3 open positions)

Administrative Affairs

Vini Montague, Staff
Danielle Fernandez, Admin
Brian Gatus, Chair
Ana Quiles
Leticia Garcia
Andrew Ramirez
VAC Representative
Andrea Devers

Executive

Cristina Preuss, Staff
Arezo Abedi, Admin
Ana Quiles, Chair
Brian Gatus
David Coe
Lillian Martinez
Rocio Sigala
Leticia Garcia
Andrew Ramirez

Nominating

Evelyn McOmie, Staff
Sandra Rizo, Admin
Lillian Martinez, Chair
Ana Quiles
David Coe
Sharmila Brunjes
VAC Representative
Suad Bisogno

Strategic Planning

Cristina Preuss, Staff
Kimberly Visokey, Admin
Leticia Garcia, Chair
Ana Quiles
Brian Gatus
Daniel Ortiz
Evelyn McOmie
Lillian Martinez
Cristina Preuss
Vivian Seda
Curtis Wang

Consumer Services

Evelyn McOmie, Staff
Sandra Rizo, Admin
Rocio Sigala, Chair
Alma Rodriguez
Cathy Blin
George Alvarado
Nicholas Abrahms
James Henry
Jennifer Koster
Juan Hernandez
Kelsi Levingston – Board Intern
Curtis Wang
Anna Hurst
Michael Costa
Sharmila Brunjes
Vivian Seda
VAC Representative
Erica Beall

Government & Community Relations

Evelyn McOmie, Staff
Sandra Rizo, Admin
David Coe, Chair
Cathy Blin
James Henry
Jennifer Koster
Juan Hernandez
Kelsi Levingston – Board Intern
Curtis Wang
Anna Hurst
Michael Costa
Vivian Seda
Nicholas Abrahms
Sharmila Brunjes
VAC Representative
Jodie Agnew-Navarro

Post-Retirement Medical Trust

Vini Montague, Staff
Danielle Fernandez, Admin
Ana Quiles, Chair
Brian Gatus
David Coe
Ruth Janka
Vini Montague

Vendor Advisory

Cristina Preuss, Staff
Kimberly Visokey, Admin
Suad Bisogno, Chair
Alex Kopilevich
Andrea Devers
Cal Enriquez
Catherine Carpenter
Dana Kalek
Daniel Ortiz
Erica Beall
Jaklen Keshishyan
Jodie Agnew-Navarro
Lisa Williamsen
Masood Babaeian
Octavia Askey
Rosalyn Daggs
Sharon Weinberg
Vahe Mkrtchian
(2 open position)

Consumer Advisory

Cristina Preuss, Staff
Kimberly Visokey, Admin
George Alvarado, Chair, CAC
ARCA

Recruitment

Parita Burmee, Staff
Ana Quiles, Chair
Angela Gardner, Consultant
Arezo Abedi, Admin Staff
Vini Montague
Brian Gatus
Lety Garcia
David Coe
Alma Rodriguez
Lillian Martinez
Suad Bisogno

North Los Angeles County Regional Center
Director's Report
January 10, 2024

I. LEGISLATIVE

Legislature reconvenes on January 3rd and will be assessing 2-year bills and new bills to introduce. Additionally, Governor Newsom will be releasing his proposed state budget by January 10th, of particular note, California is projecting a \$68 billion budget deficit, due to a decline in tax revenue for the state.

II. CENTER OPERATIONS

a. Staffing Data– Current Status

December data: 89 CSC Vacancies (replacement), (SFV – 57, AV – 24, and SCV – 8), 51 CSC Vacancies (growth); 62 Other open position vacancies, 69 positions on hold. 654 positions filled: 925 authorized.

December New Hires: 1st cycle: 6 Consumer Services Coordinator (1 AVO-Bilingual Spanish, 2 SCV, 3 SFV; 2 Bilingual Spanish), 1 Executive Administrative Assistant – Executive Director. 2nd cycle: 2 Consumer Services Coordinators (1 AV, 1 SFV); 1 Nurse Consultant, 1 Outreach Language Specialist-Spanish, and 1 Information Technology Specialist II.

b. Staffing Changes

Effective January 1, 2024, Evelyn McOmie has promoted to Deputy Director; recruitment for the Chief Consumer and Community Services Officer will begin this January. Congratulations to Evelyn!

Parita Burmee's title has been changed from Human Resources Director to Chief Human Resources Officer; there are no changes in duties, she will continue to lead the Human Resources Department and operation; a Human Resources Director position has been added to oversee daily operations of human resources in each principle area.

c. Recruitment

NLACRC, via the support of PeopleScout, seeks to interview 40-50 candidates and hire 10 – 12 new staff each month. Weekly meetings between NLACRC leadership and PeopleScout are set beginning January 11, 2024 to review and assess progress toward monthly objectives.

d. Provider and Community Engagement and Outreach

Evelyn, Consumer Services Managers Geri Sue Cox and Emmanuel Gutierrez, and Community Services Supervisor Kimberly McNeil Johnson joined me in attending **Community Integration Services' Employee Recognition Event** on Wednesday, November 22nd, where employees were recognized by **Assemblymember Schiavo**. Community Integration Services also received a grant in the amount of \$172,000 allowing the Center to update their computer lab and make improvements to the program site.

e. NLACRC's FY2023 Independent Audit – Lindquist, Von Husen & Joyce, LLP

NLACRC's independent financial audit by Lindquist, Von Husen & Joyce, LLP continues, with the goal of concluding in February of 2024. Vini and her team are working with the auditors to supply information and records needed to complete the audit.

f. **Statewide Implicit Bias Training**

While NLACRC has been exempted from the department's statewide implicit bias training (due to NLACRC conducting DDS-approved training for staff in 2022, regional center contractors involved in intake and assessment must complete implicit bias training. DDS has contracted with EquiFy to conduct statewide training and is in the process of evaluating using this contractor for regional center contractors.

Quality Assurance

For the month of December 2024, Community Services conducted 206 residential visits as follows:

- 129 unannounced visits
 - 77 - CCFs, 35 - ICFs, 15 - FHAs, 2- FFA (46 AV, 83 SFV/SC)
- 44 Annual Reviews – CCF and Day Program (29 AV, 15 SFV/SC)
- 33 Other. 33 In-Person Visits (DDS Reviews, New Provider Orientation, QA/RD Walkthrough, 7 Day visit, SIR Follow/Complaint/CAP Follow-up, Attempted Unannounced Visits – provider was not home)
- 1 Corrective Action Plans developed with residential providers
- 0 Plan of Improvement with a non-residential provider

Consumer Statistics

As of December 2023, the Center served 35,430 consumers and applicants, including 4,946 in Early Start, and 27,959 (increase of 300) in the Lanterman program. The Center's San Fernando Valley Office serves 22,526 individuals, Antelope Valley serves 8,720 and the Santa Clarita Office serves 3,857 (these totals include applicants, and individuals served under Lanterman and the Early Start programs).

Upcoming Support and Consumer Advocacy Group Meetings include:

- FFRC – Armenia Parent Circle of Support, January 10th, at 6:30pm
- Virtual Cafecito Entre Nos, January 11th, 11:00am
- SDP Independent Facilitator Round Table, January 11th, at 2:00pm
- FFRC - El Poder del Amor y la Paciencia, January 12th, at 10:00am
- FFRC - Parents of Adult Consumers Support Group, January 17th. at 6:30pm
- Pregúntale a Mariana, January 17th, 10:00am
- Town Hall - Ayuntamiento Virtual, January 18th, 1:00pm
- FFRC - Parent Check-in & Chat Support Group, January 18th, at 12:30pm
- FFRC - Descansos y Estrategias Sensoriales, January 18, at 3:30pm
- FFRC - Early Start Bilingual Support Group / Grupo de Apoyo Bilingüe, January 25th, at 1:00pm
- Life After High School Fair, January 25th, at 6:00pm
- FFRC - Grupo de Apoyo en español Cultivar y Crecer, January 26th, at 6:30pm

Additionally, the **Family Focus Resource Center** coordinates several support groups including “Black & African American Family Focus Support Group” “Mamas Latinas Grupo de Apoyo” and the “Parent Check-In and Chat”. Please see **NLACRC's Calendar of Events**, which includes a **link** for the **Family Focus Resource Center**, for information regarding more support groups, training opportunities, dates, times, and links.

Upcoming Community Events and Educational Training Opportunities:

- FFRC - Sensory Breaks & Strategies, January 11th, at 3:30pm
- Community Learning Forum, January 11th, at 9:30am
- Ticket to Work workshop with Jay Nolan, January 11th, at 2:00pm
- Different Thinkers, Different Learners-Diferentes Formas de Pensar, Diferentes Formas de Aprender. Introduction to the disability from a psychoeducational perspective, January 16th, at 10:00am
- FFRC - Parent Leadership & Advocacy Training, January 16th, at 10:00am
- FFRC - Fundamentos del IEP: Preparando y Empoderando a los Padres para el IEP de sus Hijos, January 16th, at 12:00pm
- FFRC - IEP Essentials: Empowering & Preparing Parents for their child's IEP, January 17th, at 12:00pm
- Self-Determination Independent Facilitator Workshop, January 17th, 1:00pm
- Orientaciones de Autodeterminación, January 22nd, at 9:00am
- FFRC - Parent Leadership & Advocacy Training, January 23rd, at 10:00am
- FFRC - Los Impuestos, El IHSS y La Jubilación, January 24th, at 10:00am
- Self-Determination Independent Facilitator Workshop, January 24th, at 1:00pm
- FFRC - Parent Leadership & Advocacy Training, January 30th, at 10:00am
- FFRC - Taxes, IHSS and Retirement Workshop, January 31st, at 10:00am
- Self-Determination Independent Facilitator Workshop, January 31st, at 1:00pm

Additional training and support groups are offered as well! Please see **NLACRC's Calendar of Events**, which includes a [link](#) for the **Family Focus Resource Center**, for information regarding dates, times and links for these events, trainings and more.

Upcoming Disability Organization Events/Activities

State Council on Developmental Disabilities next council meeting is not scheduled yet
Disability Rights California's next board meeting is – 2024 meeting schedule not yet posted

III. STATE/LOCAL UPDATES

a. Department of Developmental Services

i. DDS Direct Service Professional Training Stipend Program

Launched 9/12/2023, the most recent data from the department reflects 32,919 registrants statewide; 30,665 DSPs completed at least 1 course and of those, 27,846 have completed two courses.

ii. Remote Services: Extended until June 30, 2025

DDS has issued a directive allowing continued remote service delivery for day programs, look-a-like day programs, independent living services, behavior therapy services, and clinical assessment activities for Lanterman Act eligibility until June 30, 2025.

iii. Self Determination Program: Billing Requirements for Services

DDS has issued a memo to provide updated guidance on local business or community resources versus SDP providers; the memo defines the entities, and establishes that payments for local business or community resources are paid using their typical process, and for SDP providers, all payments must be made directly to the SDP providers by an FMS, cannot include reimbursement for goods/services not delivered by the SDP provider, SDP providers must provide services and supports in alignment with state and federal requirements.

iv. **Self Determination Program: Initial PCP and Pre-Enrollment Transition Supports**

DDS has issued guidance providing two options for these services and timelines for providers who submit their complete standardized vendorization packet by February 29, 2024; provides guidance for payment for Initial PCP Plan and general SDP supports; and provides specific monthly reporting requirements to DDS effective March 1, 2024.

v. **Self Determination Program: Financial Management Services Transition Supports**

Memo provides guidance regarding the types of transition supports FMS providers are able to provide SDP participants.

vi. **Self Determination Program: Coordinated Family Supports**

DDS issued a follow up memo confirming the availability of Coordinated Family Supports services to SDP participants, and that the service is funded outside of the participants' individual budget.

vii. **Self Determination Program: Updated Goods and Services**

DDS guidance addresses the issue of goods and services allowed for purchase within the SDP, and specifically requires the good or service to address a need/goal in the IPP and that a generic/private resource is not responsible for funding the service identified. A table of allowable/non allowable purchases is provided, and identifies housing access supports and disability related environmental accessibility adaptations and/or community integration supports needed to implement the IPP and disability related vehicle modifications or adaptations, including upkeep and maintenance of the adaptation are allowed while room/board, non-disability related home adaptations or home improvements, vehicle purchases/leases, regular vehicle maintenance/upkeep, or non-disability related vehicle improvements or adaptations, and entertainment (amusement park entrance fees, concert tickets, nontherapeutic recreation) are not allowed.

viii. **Self Determination Program: Remote Services**

DDS issued guidance on the provision of remote services in SDP, and notes that SDP services may be provided remotely when the remote delivery is required by the participant, reflects preferences and assists participant in meeting IPP goals, participant's in-person support needs are met during remote service delivery, participant is physically in California when remote services are used, participant's rights of privacy, dignity, and respect are maintained during remote services, remote services maintain freedom from coercion and restraint for the participant, participant is not isolated from the community as a result of remote services, and participant's health and safety needs continue to be met.

ix. **Workforce Development and Training – DSP Training Stipend Program – ICFs**

DDS has issued guidance that establishes that DSPs who work in ICF/DDs, ICF/DD-Hs, ICF/DD-Ns and ICF/DD-CNs who meet all other eligibility requirements may participate in the DSP Training Stipend Program.

x. **Adjustments to Independent Living Skills Rate Models and Provider Rates Effective January 1, 2024**

DDS has issued guidance re: changes to the rate model assumptions, which were updated to include occupational categories with duties more equivalent to those provided in ILS. Change results in approximately 25% increase to the rate model, or benchmark rates, actual impact for each provider's rate is dependent on the rate effect on March 31, 2022. *RCs need to review workbook and add any new or missing vendors. Minimum wage increases will be added after the calculation of the updated benchmark rate.* Rate models and payment rates for new providers will be updated on DDS' website by January 1, 2024.

b. **Association of Regional Center Agencies (ARCA)**

ARCA is scheduled to meet in January of 2024; meantime, an updated membership agreement will be implemented January of 2024.

c. **State Council on Developmental Disabilities (SCDD)**

State Council met on November 28th where the Executive Director reviewed the 2023 Program Performance Highlights which included increasing the number of collaborative partnerships and increased outreach to underserved communities. SCDD support of specific public policy was reviewed which included AB248, Dignity for All Act (which eliminates the use of an old term for intellectual disability); AB5454 Access for Voters with Disabilities (which provides curbside voting) and AB544 Bagley Keene Act (an amendment to make meeting laws work for people with disabilities). The council also reviewed their work in the area of employment, which included a phase out plan for subminimum wage employment and securing a statewide Employment First office.

Residential and Day Program Quality Assurance Monitoring Activities
January 2023 - December 2023

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
# of Res'l & Day QA Staff	6	5	4	4	5	6	6	6	6	6	5	5	
# Annual Facility Monitoring Visits	14	10	17	8	24	21	13	17	17	32	42	44	259
# Unannounced Visits	29	46	57	38	49	85	66	49	46	97	88	129	779
# Corrective Action Plans Issued	1	3	1	3	3	1	2	0	1	3	0	1	19
*Substantial Inadequacies Cited:													
1.Threat to Health or Safety							1			1			
2.Provision of fewer staff hours than req'd		1	1	1	1								
3.Violations of Rights		1								1			
4.Failure to implement consumer's IPP	1			2	1	1	1						
5.Failure to comply with Admission Agreement		3		2	2		1		1	3		1	
6.Deficiencies handling consumers' cash resources													
7.Failure to comply with staff training reqs						1			1			1	
8.L4 fails to use methods per program design													
9.L4 fails to measure consumer progress													
10.Failure to take action per CAP	1					1							
11.Failure to use rate increase for purposes authorized													
12.Failure to ensure staff completes DSP requirements.													
13.Failure to submit Special Incident Report										1			
*per Title 17 §56054(a)	2	5	1	5	4	3	3	0	2	6	0	2	

Residential and Day Program Quality Assurance Monitoring Activities
January 2023 - December 2023

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
# of Res'l & Day QA Staff	6	5	4	4	5	6	6	6	6	6	5	5	
# Annual Facility Monitoring Visits	14	10	17	8	24	21	13	17	17	32	42	44	259
# Unannounced Visits	29	46	57	38	49	85	66	49	46	97	88	129	779
# Corrective Action Plans Issued	1	3	1	3	3	1	2	0	1	3	0	1	19
*Substantial Inadequacies Cited:													
1.Threat to Health or Safety							1			1			
2.Provision of fewer staff hours than req'd		1	1	1	1								
3.Violations of Rights		1								1			
4.Failure to implement consumer's IPP	1			2	1	1	1						
5.Failure to comply with Admission Agreement		3		2	2		1		1	3		1	
6.Deficiencies handling consumers' cash resources													
7.Failure to comply with staff training reqs						1			1			1	
8.L4 fails to use methods per program design													
9.L4 fails to measure consumer progress													
10.Failure to take action per CAP	1					1							
11.Failure to use rate increase for purposes authorized													
12.Failure to ensure staff completes DSP requirements.													
13.Failure to submit Special Incident Report										1			
*per Title 17 §56054(a)	2	5	1	5	4	3	3	0	2	6	0	2	

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
MONTHLY STATISTICS RECAP
December 2023**

	January 2023 Total	December 2023 Total	Increase/ Decrease	% Change
ALL VALLEYS				
Total Non-Early Start	25,972	27,959	1,987	7.65%
Total Early Start	4,565	4,946	381	8.35%
Unit Supervisor Cases (*)	227	255	28	12.33%
Self Determination Specialist (*)	16	0	-16	-100.00%
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	517	577	60	11.61%
Development Center	14	14	0	0.00%
Enhanced Caseloads	237	239	2	0.84%
Enhanced Case Mgmt	32	32	0	0.00%
Specialized 1:25 Caseloads	29	30	1	3.45%
Pending Transfer	61	42	-19	-31.15%
Early Start Intake Services	212	375	163	76.89%
Intake Services	935	961	26	2.78%
TOTAL ALL VALLEYS	32,817	35,430	2,613	7.96%
SAN FERNANDO VALLEY				
Adult Services	6,365	6,399	34	0.53%
Adult Unit Supervisor (*)	10	6	-4	-40.00%
Transition Services	3,240	3,472	232	7.16%
Transition Unit Supervisor (*)	37	136	99	267.57%
School Age Services	6,523	7,414	891	13.66%
School Age Unit Supervisor (*)	95	27	-68	-71.58%
Early Start Services	3,098	3,346	248	8.01%
Early Start Unit Supervisor (*)	3	3	0	0.00%
Early Start Intake Unit Supervisor (*)	0	17	17	#DIV/0!
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	517	577	60	#DIV/0!
Provisional Unit Supervisor (*)	13	13	0	#DIV/0!
On-Duty Specialist Unit	0	0	0	#DIV/0!
Development Center	14	14	0	0.00%
Enhanced Caseload	237	239	2	0.84%
Enhanced Case Mgmt	32	32	0	0.00%
Specialized 1:25 Caseloads	29	30	1	3.45%
Pending Transfer	61	42	-19	-31.15%
Early Start Intake Services	212	375	163	76.89%
Intake Services	488	961	473	96.93%
Self Determination Specialist (*)	5	0	-5	-100.00%
TOTAL	20,116	22,526	2,124	10.56%
ANTELOPE VALLEY				
Self Determination Specialist (*)	7	0	-7	-100.00%
Adult Services	2,653	2,760	107	4.03%
Adult Unit Supervisor (*)	5	17	12	240.00%
Transition Unit	1,836	1,969	133	7.24%
Transition Unit Supervisor (*)	6	3	-3	-50.00%
School Age Services	2,297	2,709	412	17.94%
School Age Unit Supervisor (*)	26	21	-5	-19.23%
Early Start Unit Supervisor (*)	32	3	-29	-90.63%
Early Start Intake Unit Supervisor (*)	0	5	5	#DIV/0!
Early Start Services	853	972	119	13.95%
Intake Services	447	310	-137	-30.65%
TOTAL	8,086	8,720	614	7.59%
SANTA CLARITA VALLEY				
Self Determination Specialist (*)	14	0	-14	-100.00%
Adult Services	951	993	42	4.42%
Adult Unit Supervisor (*)	0	2	2	#DIV/0!
Transition Services	627	695	68	10.85%
Transition Unit Supervisor (*)	0	0	0	#DIV/0!
School Age Services	1,253	1,540	287	22.91%
School Age Supervisor (*)	0	2	2	#DIV/0!
SCV On-Duty/Floater Specialist Unit	0	1	1	#DIV/0!
Early Start Services	658	628	-30	-4.56%
Early Start Unit Supervisor (*)	0	0	0	#DIV/0!
Early Start Intake Unit Supervisor (*)	0	0	0	#DIV/0!
TOTAL	3,489	3,857	370	10.60%

* Numbers not part of ratio count, but counted on Total All Valleys

**This number is our total number of consumers as December 2023 (Early Start, Lanterman and others: Intake services, pending transfers, DC, enhanced case management, etc.)

NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

Month	Consumers	Growth	% Change
Jan-23	32,817	322	0.98%
Feb-23	33,139	253	0.76%
Mar-23	33,392	362	1.08%
Apr-23	33,754	303	0.90%
May-23	34,057	171	0.50%
Jun-23	34,228	288	0.84%
Jul-23	34,516	152	0.44%
Aug-23	34,668	282	0.81%
Sep-23	34,950	183	1.11%
Oct-23	35,133	183	0.52%
Nov-23	35,339	206	0.58%
Dec-23	35,430	91	0.26%

Total	2,796
Average	233
Percent Chg	8.52%



December 2023 CSC Caseload Ratio

Filled Positions

Vacancies

San Fernando Valley

Adult Services

	Unit Total	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Adult Unit 1	755	8	685	85.6	1	70	70.0			
Adult Unit 2	851	9	781	86.8	2	70	35.0			
Adult Unit 3	10		10							
Adult Unit 4	868	7	629	89.9	4	239	59.8			
Adult Unit 5	891	5	470	94.0	5	421	84.2			
Adult Unit 6	920	8	738	92.3	2	182	91.0			
Adult Unit 7	831	7	593	84.7	5	238	47.6			
Adult Unit 8	837	8	672	84.0	3	165	55.0			
Adult Unit 9					5					
Adult Unit 10					4					
Adult Unit 11	436	4	346	86.5	2	90	45.0	2		
Total	6,399	56	4,924	87.9	33	1,475	44.7	2		

Transition Services

	Unit Total	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Transition Unit 1	1,066	8	768	96.0	3	298	99.3	1		
Transition Unit 2	1,108	10	1,007	100.7	1	101	101.0			
Transition Unit 3	1,298	12	1,201	100.1	1	97	97.0			
Transition Unit 4					4					
Total	3,472	30	2,976	99.2	9	496	55.1	1		

School Age Services

	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
School Age 3	1,255	11	1,255	114.1	1					
School Age 4	1,081	9	970	107.8	3	111	37.0			
School Age 5	1,078	9	971	107.9	3	107	35.7			
School Age 6	1,175	11	1,175	106.8			#DIV/0!			
School Age 7	1,163	11	1,163	105.7	1					
School Age 8	1,106	8	912	114.0	3	194	64.7			
School Age 9	556	6	461	76.8	1	95	95.0			
Total	7,414	65	6,907	106.3	12	507	42			

Early Start Services

	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Early Start 1 (Status 1 & 2)	526									
Early Start 1 Intake	26									
Early Start 1 Total	552	6	349	58.2	4	203	50.8			
Early Start 2 (Status 1 & 2)	525									
Early Start 2 Intake	18									
Early Start 2 Total	543	6	448	74.7	3	95	31.7			
Early Start 3 (Status 1 & 2)	493									
Early Start 3 Intake	22									
Early Start 3 Total	515	6	447	74.5	4	68	17.0			
Early Start 4 (Status 1 & 2)	446									
Early Start 4 Intake	17									
Early Start 4 Total	463	4	312	78.0	5	151	30.2			
Early Start 5 (Status 1 & 2)	553									
Early Start 5 Intake	44									
Early Start 5 Total	597	8	597	74.6			#DIV/0!			
Early Start 6 (Status 1 & 2)	340									
Early Start 6 Intake	30									
Early Start 6 Total	370	5	370	74.0	4					
Early Start 7 (Status 1 & 2)	292									
Early Start 7 Intake	14									
Early Start 7 Total	306	4	250	62.5	3	56	18.7			
Status 1 Over 36 mo.	52									
Total	3,346	39	2,773	71.1	23	573	24.9			

	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Total Non-Early Start	17,285	151	14,807	98.1	54	2,478	45.9	3		
Total Early Start	3,346	39	2,773	71.1	23	573	24.9			
Total	20,631	190	17,580	92.5	77	3,051	39.6	3		

December 2023 CSC Caseload Ratio

SFV Self Determination Specialist*		2								
Intake Services	612	8		76.5	1					2
Antelope Valley	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Adult Unit 1	707	1	57	57.0	11	650	59.1			
Adult Unit 2	1,078	10	984	98.4	1	94	94.0			
Adult Unit 3	975	11	975	88.6						
Total	2,760	22	2,016	91.6	12	744	62.0			
Transition Unit 1	1,098	9	788	87.6	4	310	77.5			
Transition Unit 2	871	8	701	87.6	2	170	85.0			
Total	1,969	17	1,489	87.6	6	480	80.0			
School Age 1	1,120	9	955	106.1	3	165	55.0			
School Age 2	1,088	10	953	95.3	3	135	45.0			
School Age 3	501	4	417	104.3	4	84	21.0			
Total	2,709	23	2,325	101.1	10	384	38.4			
AV Early Start 1 (Status 1 & 2)	413									
AV Early Start 1 Intake	23									
AV Early Start 1 Total	436	6	425	70.8	3	11	3.7			
AV Early Start 2 (Status 1 & 2)	301									
AV Early Start 2 Intake	20									
AV Early Start 2 Total	321	5	321	64.2	1					
AV Early Start 3 (Status 1 & 2)	203									
AV Early Start 3 Intake	12									
AV Early Start 3 Total	215	4	215	53.8	2					
Status 1 Over 36 mo.	23									
	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Total Non-Early Start	7,438	62	5,830	94.0	28	1,608	57.4			
Total Early Start	972	15	961	64.1	6	11	1.8			
Total	8,410	77	6,791	88.2	34	1,619	47.6			
AV Self Determination Specialist*		1								
AV Intake Services	349	4		87.3	2					2
Santa Clarita Valley	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Adult Unit	993	10	912	91.2	1	81	81.0		1	
Transition Unit 1	87			#DIV/0!	1	87	87.0			
Transition Unit 2	608	5	465	93.0	2	143	71.5			
Total	695	5	465	93.0	3	230	76.7			
School Age Unit 1	1,031	10	1031	103.1			#DIV/0!			
School Age Unit 2	509	5	509	101.8	5					
Total	1,540	15	1,540	102.7	5					
SCV Early Start (status 1 & 2)	256									
SCV Early Start Intake	1									
SCV Early Start 1 Total	257	6	257	42.8	2					
SCV Early Start 2 (status 1 & 2)	361									
SCV Early Start 2 Intake	10									
SCV Early Start 2 Total	371	9	371	41.2	1					
Status 1 Over 36 mo.	8									
	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Total Non-Early Start	3,228	30	2,917	97.2	9	311	34.6		1	
Total Early Start	628	15	628	41.9	3					
Total	3,856	45	3,545	78.8	12	311	25.9		1	
SCV Self Determination Specialist*					1					

December 2023 CSC Caseload Ratio

All Valleys	Consumers	Ser. Coord.	Consumers	Case Ratio	Vacancies	Consumers	Case Ratio	Floater	OD	Assoc.
Total Non-Early Start	27,951	243	23,554	96.9	91	4,397	48.3	3	1	
Total Early Start	4,946	69	4,362	63.2	32	584	18.3			
Sub-total	32,897	315	27,916	88.6	124	4,981	40.2	3	1	
*Self Determination Specialist		3			1					
*Total Non Early Start Supervisor	227									
*Total Early Start Supervisor Status 1&2	6									
*Total Early Start Supervisor Intake	22									
Intake Services	961	12		80.1	3					4
Early Start Intake	375	7		53.6	2					3
Prenatal Services										
Provisional Eligibility	577	8		72.1				1		
Enhanced Caseloads	239	6		39.8						
On-Duty Specialist Unit										4
AV On-Duty/Floater Specialist Unit								3		4
SCV On-Duty/Floater Specialist Unit	1							1		
Lead CSC Trainers	7	3								
Development Center	14									
Enhanced Case Management	32	1								
Specialized 1:25 Caseloads	30	1			2					
Pending Transfer	42									
Total	35,430	353		100.4	131			8	9	7

*** Numbers not part of ratio count, but counted on Total Summary section**

SFV Adult Unit Supervisor*	6
SFV Transition Unit Supervisor*	136
SFV School Age Unit Supervisor*	27
SFV Early Start Unit Supervisor*	3
SFV Early Start Intake Unit Supervisor*	17
Provisional Unit Supervisor	13
SCV Early Start Unit Supervisor*	
SCV Early Start Intake Unit Supervisor*	
SCV School Age Supervisor*	2
SCV Transition Supervisor*	
SCV Adult Supervisor*	2
AV Adult Unit Supervisor*	17
AV Transition Supervisor*	3
AV School Age Supervisor*	21
AV Early Start Unit Supervisor*	3
AV Early Start Intake Unit Supervisor*	5

255

**LOS ANGELES COUNTY REGIONAL CENTER
Board Member Reporting Out Form**

~~~~~

**Name:** Gabby Eshrati

**Meeting:** SDLVAC

**Date of Meeting:** November 16, 2023

|    |                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Number of Attendees | 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2. | Public Input:       | <p><b>NLACRC SDLAC email:</b><br/><a href="mailto:nlacrcsdlac@gmail.com">nlacrcsdlac@gmail.com</a></p> <p><b>NLACRC SDP email:</b> <a href="mailto:selfdetermination@nlacrc.org">selfdetermination@nlacrc.org</a><br/><b>SDP Hotline:</b> 818-756-6314</p> <p><b>Co-Chair:</b> Wanted to talk about Executive Director Position and how important it is. He invited everyone to attend a special planning meeting that the board is hosting on November 30<sup>th</sup>.</p> <p><b>Support Group 1<sup>st</sup> Wednesday of the Month 4:30-6pm facilitated by DVU:</b><br/><a href="https://www.nlacrc.org/home/showpublisheddocument/15211/638149493563230000">https://www.nlacrc.org/home/showpublisheddocument/15211/638149493563230000</a></p> <p><b>IF RoundTable Every 2<sup>nd</sup> Thursday 2:00pm to 3:00pm. This meeting is for IFs to collaborate with NLACRC.</b><br/><a href="https://us06web.zoom.us/j/90250111111?pwd=ZUJZbnZlWboqSNOc7N#registration">https://us06web.zoom.us/j/90250111111?pwd=ZUJZbnZlWboqSNOc7N#registration</a> Next meeting 099</p> <p><b>Chair:</b> Announced the following:</p> <ol style="list-style-type: none"> <li>1. Josh Kaplan, SDP Specialist in SCV left NLACRC.</li> <li>2. Technology Training facilitated by DVU will be taking place on Dec. 4- 4:30-6pm. <a href="#">Meeting Registration - Zoom</a></li> <li>3. Disability Voices United- SDP Connect- Next meeting will take place on Dec. 13 from 4:30pm to 6pm.</li> <li>4. Invited LVAC members to attend Disability Voices United's LVAC Collaborative where members of all 21 regional centers get to discuss issues that they are facing.</li> </ol> <p><b>LVAC Member:</b> Tri Counties is offering free PCP trainings.</p> <p><b>RFP Awardee:</b> announced that the next IF Training at NLACRC will be in January. Training to be facilitated by Claudia Cares.</p> |

|    |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. | <b>Points of Discussion:</b>              | <ul style="list-style-type: none"> <li>• Presentation of the 3 new LVAC members:<br/>Alex Kopilevich<br/>Socorro Curameng<br/>Miriam Erberich</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 4. | <b>Reported out to Committee/Meeting:</b> | <ul style="list-style-type: none"> <li>• DDS Directive 10/31/23 allows LVAC to continue meeting virtually and it also allows members to meet outside of their monthly LVAC meeting without limitations.</li> <li>• DVU-SDP Conference took place on 11/3/2023 and it was a great event.</li> <li>• NLACRC's Website is a learning tool for ppl. Chair is meeting with the Publications Dept. to provide feedback on the SDP section.</li> <li>• Vendor Advisory Committee wrote a letter asking NLACRC to cover the basis during this staffing crisis.</li> <li>• The board per their bylaws should be making their meeting agenda accessible to the community and they have not been doing it. LVAC Chair made a request for the agenda to be accessible and she received a response that they will work on this in 2024. Chair also requested for the Executive Session to be at end of meeting rather than in the middle. She reviewed bylaws and it would be best practice to have it at the end.</li> </ul> |
| 5. | <b>Area of Concerns:</b>                  | <ul style="list-style-type: none"> <li>• LVAC committee feel that the board is overlooking SDP because they are not engaging in discussion with the committee. Chair and Co-Chair have provided the board with the LVAC email and encouraged them to learn more about SDP.</li> <li>• GT Independence 1% - They want to know what can be done to stop the 1%.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 6. | <b>Action Items:</b>                      | <ul style="list-style-type: none"> <li>• Committee to meet in December to assign sub-committees and work on improving the SDP.</li> <li>• NLACRC staff to speak to other regional centers about GT's 1%. A board member stated 2 regional centers were able to stop the increase.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7. | <b>Questions for the Board:</b>           | <ul style="list-style-type: none"> <li>• Can the Chair and/or Co-Chair be allowed to speak at board meetings?</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 8. | <b>Miscellaneous</b>                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

North Los Angeles County Regional Center  
**Consumer Advisory Committee Meeting Minutes (Via Zoom)**  
November 1<sup>st</sup>, 2023

**Present:** George Alvarado, Pamela Aiona, Bill Abramson, Suzanne Paggi, Destry Walker, Esperanza Gomez, and Juan Hernandez – Committee Members

Desiree Boykin, Alex, Jennifer Koster, Yaneth, Alyssa Mazur, Debbie, Nicholas, Minutes Services - Guests

Jose Rodriguez, Janet, Kimberly Visokey – Staff

**Absent:**

---

**I. Call to Order & Introductions**

G. Alvarado called the meeting to order at 3:11 pm, and introductions were made by all committee members, staff, and guests.

**II. Consent Items**

A. Approval of Agenda

**M/S/C** (J. Hernandez/D. Walker) To approve the Agenda. Motion **passed**.

B. Approval of Minutes from October 4<sup>th</sup>, 2023 Meeting

**M/S/C** (B. Abramson/D. Walker) To approve the October 4, 2023 minutes. Motion **passed**.

**III. Committee Business**

A. CAC Goals Update

J. Rodriguez stated that the CAC Goals had been updated. He read that goal number 1 and 3 were combined to state, “CAC members will work together to share information about current consumer issues at CAC meetings (like employment, transportation, legislation, and housing). Any information that the committee thinks is really important will be posted on their webpage.” J.

Rodriguez asked if they would like to keep these changes. The committee approved the updated CAC Goals, which now included three items instead of 4.”

**M/S/C** (D. Walker/B. Abramson) To approve the updated CAC Goals. Motion **passed**.

Action Item: J. Rodriguez will update the formatting, and the goals will be presented at the next Board meeting.

It was announced that Esperanza Gomez joined the CAC Committee.

B. Training/Presentation Update – Reporting Abuse

J. Rodriguez stated they had previously discussed including training for Reporting Abuse. The committee agreed it was a good idea.

J. Hernandez suggested they include Caregiver Abuse around money and hours.

Action Item: J. Rodriguez will schedule the training about Reporting Abuse for January.

G. Alvarado suggested they consider transportation items. J. Rodriguez suggested reporting to the Board about daytime transportation. G. Alvarado stated that some of the transportation programs do not pick people up on time.

Action Item: G. Alvarado will discuss transportation at the next Board meeting.

J. Rodriguez stated that if there were any other ideas, to bring them up to him for discussion at the next meeting.

C. Mass Mailing of Flyers to promote CAC

J. Rodriguez stated there had been a discussion about mass mailing a flyer for CAC meetings. He asked if the committee still wanted to continue that work.

This would address the third goal of the CAC committee to spread awareness.

J. Hernandez asked if they also did promotions on Facebook, as no one reads their newsletters. J. Rodriguez stated he will see if they post on social media, and if they do not, they will report it.

**M/S/C** (J. Hernandez/D. Walker) To approve the mass mailing of the flyers to promote CAC committee meetings. Motion passed.

**D. Chair Board Meeting Report**

S. Paggi stated that the Board members had not come for two weeks in a row. The request for the Board members to join was extended in order to help this committee in their communication efforts with the Board. J. Rodriguez stated that they are working to get Board members to attend.

G. Alvarado presented his report, which was presented at the last Board Meeting. He had reported that transportation delays, metro bus delays, and reporting abuse and harassment were discussed. J. Hernandez also added input as a CAC member. A. Quiles, Board of Trustees President, will look into partnerships, training, and transportation.

**E. Topics for Quarterly Public Presentations – Mental Health**

J. Rodriguez stated that a presentation schedule with Wilmary Torres, their Clients' Rights Activist, will be created and shared with the committee. Presentation discussion topics for 2024 would include Financial Awareness (March), Clients Rights (June), Voting Rights (September), and Fair Hearings (December). Discussions for 2025 include Social Security (March), Moving into the Community (June), Where to Live (September), and Being your own Boss (December).

The committee stated it was unclear if 'Moving into the Community' was about independent living or community living.



The committee agreed all the listed topics would be interesting. J. Rodriguez stated these presentations would be conducted in the community in order to accomplish CAC goals. These topics were chosen based on interests in the community, such as owning your own business.

Action Item: J. Rodriguez will confirm the Public Presentation dates with Wilmary Torres.

- F. December Informal: Wednesday, December 6, 2023, at 3:00 pm  
J. Rodriguez stated in July and December, the committee is not required to meet. An informal meeting will be scheduled in December in the form of a potluck.

The committee suggested hosting a Secret Santa event. G. Alvarado suggested hosting the Secret Santa in the style of White Elephant.

The committee agreed to host a White Elephant event during the December Informal. The gift amount is between \$5 to \$15. Food for the event was discussed. Anyone with food allergies not mentioned in the meeting should email J. Rodriguez.

The committee changed the December Informal date to Tuesday, December 5, 2023, at 3:00 pm.

Action Item: J. Rodriguez will send an email confirming the December Informal information, which will be held on December 5, 2023.

#### **IV. Identify Agenda Items for the Next Board Meeting**

- A. Minutes from the November 1<sup>st</sup>, 2023, meeting  
G. Alvarado will speak at the next Board meeting about the transportation needs. A response from the Board will also be requested regarding the CAC Chair Election and Board attendance.

#### **V. Announcements/Information/Public Input**

- A. Next meeting: January 3<sup>rd</sup>, 2023  
B. Attendance Sheet  
C. Other Events

- Fall Harvest Festival in Granada Hills – November 3-5, 2023
- Community Resource and Health Fair at Pacoima Charter School – November 4, 2023, from 10 am to 1 pm.
- Dia de los Muertos – November 5, 2023, from 10am to 5pm
- Event Bright Christmas Event - December 2, 2023

D. Public Input

S. Paggi stated this was her last meeting for 2024. She offered her assistance if anyone needed it.

J. Rodriguez stated Advocates were welcome to join the December Informal. He suggested that G. Alvarado should ask the Board to attend the December meeting and contribute to the potluck.

**VI. Adjournment**

G. Avlarado adjourned the meeting at 4:17 pm.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\* The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



North Los Angeles County Regional Center  
**Consumer Services Committee Meeting Minutes**

September 20, 2023

**Present:** Nicholas Abrahms, Curtis Wang, Gabby Eshrati, Juan Hernandez, Jennifer Koster, Rosie Sigala, Vivian Seda, Jaklen Keshishyan, Cathy Blin, Ana Hurst, Sharmila Brunjes, Alma Rodriguez, David Lester – Committee Members

Evelyn McOmie, Cristina Preuss, Malorie Lanthier, Donna Rentsch, Ruth Janka, Monike Paz, Parita Burmee – Staff Members

Lillian Martinez - NLA Board Member, Ana Quiles - NLA Board Member, Richard Dier, Lori Walker, Claudia Wegner, Ariela Gross, Minutes Services - Guests

**Absent:** Erica Beall

---

**I. Call to Order & Introductions**

Rosie Sigala called the meeting to order at 6:03 pm

**II. Public Input**

Richard Dier stated he is the Co-Chair for the North LA Self Determination Advisory Committee, and he has a 31-year-old adopted son who is a participant in The Self-Determination Program. He stated that his Committee is there to help CSC in any way they need.

Lori Walker stated she is the other Co-Chair of the Advisory Committee, and she also has a 31-year-old Regional Center client who participates in the Self-Determination Program. She stated they are excited about this group's focus of the year and offered to help the Committee however they need it.

**III. Consent Items**

A. Approval of Agenda

Rosie Sigala proposed adding a discussion about family members being considered as coordinators to the end of Section V.

Evelyn McOmie suggested that Item V.D be reworded to say, "Proposal to approve to report out quarterly."

**M/S/C** (C. Blin/ A. Wang) To approve the Agenda with the above revisions.

B. Approval of Minutes of July 19<sup>th</sup> Meeting

Alma Rodriguez's name needed to be added to the attendance for the minutes.

**M/S/C** (N. Abrahms/C. Blin) To approve the meeting minutes with revised attendance.

#### **IV. Committee Business - Evelyn McOmie**

##### **A. SDP Training**

Claudia Wegner and Ariela Gross from Claudia Cares presented training for the Self Determination Program (SDP). Claudia Care supports over 100 families in various stages of Self Determination. Self-determination became law in 2013, followed by the pilot program run over 15 years. A soft rollout began in October 2018, and as of July 2021, the program became available to all Regional Center consumers. In SDP, clients can access Regional Center Vended services and Non-Regional Centered Vended Services, hire staff directly, and purchase items directly. Those eligible have to be Regional Center consumers, be over three years old, qualify through the Lanterman Act, and live in the community. Self-determination is voluntary, but if people leave and return, they have to wait 12 months before returning. SDP allows individuals to hire their staff at a higher rate to keep staff while also tailoring their program to meet their needs. Stories from some of the Claudia Cares clients were shared.

Ariela Gross stated the Person-Centered Plan (PCP) is beneficial to the SDP. While not mandatory, it ensures the participant is at the center of the process in choosing their support by implementing the resources they receive. PCP differs from IPPs because it highlights hopes and dreams, focuses on strengths, and is more accessible in its readings. To fund a PCP, the information is processed under service code 024 until the person is in the SDP, and then the individual can hire who they want.

Financial Management Service (FMS) is responsible for paying out funds that are in the Self Determination Program. FMS is mandatory, must be vended, and is paid through the Regional Center with monthly reports on spending. There are three models within the FMS system, including Bill Payer, Co-Employer, and Sole-Employer. FMS is a financial third party between the Regional Center and the participant that reviews spending plans and onboard staff and vendors.

Independent Facilitators (IFs) can be family members service coordinators, or certified IFs can be hired. IFs must receive training on Self Determination, the Person-Centered Planning process, and other responsibilities. Sometimes, they are referred to as Person-Centered Planners under Service Code 024. A new title of Self-Directed Support or Pre-Transition Support is coming out under Service Code 099. Ongoing Independent Facilitator Support will be used once the individual enters the SDP. Funding for Independent Facilitators was presented both before and after January 1, 2024, as there will be a processing change with the addition of Service Code 099.

The Individual Budget always comes from the services that are authorized in the traditional program, and additional funds cannot be allocated. The budget is created based on the last 12 months of use, unmet needs, and changes in circumstances. Whatever money is not spent goes back to where it came from. Items not included in SDP and the budget included Supplemental SSI payments, Competitive Integrated Employment (CIE), Paid Internship Program (PIP), Cost of insurance/co-payments,

deductibles, or co-insurance, and rental assistance.

The Spending Plan for the total SDP budget goes to living arrangements, employment and community participation, and health and safety. Some codes used in Self Determination do not overlap with other programs. Codes are available on DDS.

The Regional Center has a focus on the program as they have to approve all services under the traditional model. From there, a budget will be created and certified. The review team will also review the spending plan. The Regional Center is also responsible for transitioning to Service Code 099 after January 1 and processing Service Code 024. The timeline for the SDP transition at NLACRC was presented.

Best Practices in the SDP include ensuring equitable access and transparency with the processes being used. Ariela Gross noted that they recently realized that face-to-face is required with Service Code 099, and there is often general confusion about how facilitators are paid. Claudia Wenger stated that their application for SDP was stuck due to the insurance requirements. She also expressed concern about the face-to-face requirement as a lot of the work is not done that way and would have additional cost implications. She stated DDS had not yet given them directions, but they are hopeful they will give guidance to the Regional Center. Successes at NLACRC were highlighted, including correct budgets, responsive SDP team members, the IF Roundtable, and more. Claudia Cares was thanked for their presentation.

B. Approve Committee Priorities for Next FY 2023-24

**M/S/C** (N. Abrahms/S. Brunjes) To approve the FY23-24 Committee List of Priorities

**V. Committee Action Items**

A. Review Revised Committee Critical Calendar

No comments or questions.

B. Proposal for Volunteers on Monitoring Review Visits for CCFs Discussion

Lillian Martinez stated that those living in care facilities are the most vulnerable, and oversight is needed in those locations. Rosie Sigala agreed they were vulnerable and stated they should discuss if volunteer teams should be used to help with review visits of TCFs.

Action Item: An update on quality control (QC) will be shared with the Committee.

Ruth Janka stated that this item was meant to focus on volunteers to monitor licensed vendor facilities. Monitoring visits need to be conducted by the Title 17 code of regulation highlights specific monitoring requirements. Ruth Janka stated they are in compliance but could have more information with the Board on their processes. While it does state that volunteer teams can perform visits, there are complications in using

volunteers. Ruth Janka introduced David Lester, Board Attorney, to present some of the issues that could arise from volunteer groups in this context.

David Lester said he was glad the Board wanted to be involved with the process and understand quality control. After reviewing the statute, he shared two concerns with the Board: (1) quality review would involve going through records, which could become a HIPPA violation, and (2) insurance issues as volunteers are often not covered in the case of an accident while staff would be. Residents who are most in need can sometimes be violent, and they don't want to risk someone getting hurt. David Lester suggested that a better way to channel the volunteer efforts would be to focus on health and wellness initiatives that can teach people how to eat or exercise better in their homes. A volunteer team could be created to consider that idea or create new ones. While the language is present in Title 17 to have volunteers, David Lester advised against it.

Lillian Arias Martinez noted that in an interview with Disability Voices United, red flags went up that made accusations against all Regional Centers not being in compliance. Staff confirming that they were in compliance had made her feel better, but she emphasized the importance of considering the health and safety of their volunteers as a priority. David Lester stated that while they wanted to stay compliant and protect their consumers, they had to consider what steps were being taken to do so.

Lillian Arias Martinez stated that while immediate action may not be necessary, their consumers were at risk, and she emphasized the importance of remaining watchful. David Lester stated health and safety were taken very seriously. He stated a good first step for the Board is to understand quality control measures.

Rosie Sigala stated the QC process would be shared with them and suggested that the Board receive reports on compliance. She noted that Board members can visit service providers any time they want. The following fiscal year, CSC would mimic the Government Committee, which requires its members to make at least one visit per year to a grassroots location. Ruth Janka stated that CCFs and addresses could be found on the website for any interested Board members.

Action Item: A report on CCF vendor compliance will be shared with the Committee. (Quality Assurance Staff)

Ana Quiles stated they should be educated and not reactive. She stated that learning more about the processes would be helpful. While using volunteer work can make certain activities complicated, channeling the volunteer enthusiasm toward creative initiatives could be effective. It could also help educate the community about access. Ana Quiles suggested they learn more about what they can and cannot do, and for now, they can schedule to make visits online.

Action Item: Volunteer Program options will be investigated.

C. Service Provider Sign-In Requirement for non-EVV Providers Discussion

Ana Quiles stated that when it comes to family members receiving services from NLACRC, there is no bill oversight from the location or the family. As it stands, there is no way to confirm work because invoices come directly from the provider. Security and safety for consumers is a primary goal. Staff needs to be aware of what rules are in place to help families navigate it. A year-end report for invoices is received, but it is not itemized. Rosie Sigala stated this item came from consumer concerns. Now, they need to consider how to support consumers in making the process more clear.

Evelyn McOmie stated that when a complaint is received, a recommendation for an audit begins to verify the hours that were funded. Unless the consumer takes notes, there is no way to validate the information. If the Committee was interested in making a change, they could use the example of providers that had already established practices for reconciling their payrolls. As there is no regulation, the Board could provide support by issuing a policy requiring vendors to fill out and maintain a timesheet at each consumer's house. Evelyn McOmie stated the ways to implement the change would be through regulation or through an organization policy, which would need Board approval. Rosie Sigala stated that as there could be abuse or fraud, they need to come together to find a solution.

Ana Quiles suggested researching the policies of the vendors who did track invoices and researching the impact. She suggested they could either create case studies or ask for feedback from the vendors with those systems in place in order to determine what works.

Evelyn McOmie and Ruth Janka suggested recommending this proposed service provider requirement to the VAC. Jaklen Keshishyan stated she was on VAC. She added that where she works, non-EVV invoices are tracked as a best practice.

Rosie Sigala noted that consumer complaints drove audits. She asked if consumers had the resources to guide themselves in the case of abuse, fraud, or timesheet issues. Evelyn McOmie stated that during quarterly reviews, services are discussed and assessed. In-home reviews are then done annually.

Complaints from consumers drive audits, so Rosie asked if they have resource material to guide them if they are experiencing abuse, fraud, or timesheet issues. Who can they contact? Evelyn said the quarterly review discusses services, and if things aren't going well, then questions are asked to make sure they are there. Do quarterly review assessments of services. In-home, done annually.

**M/S/A** (A. Hurst/N. Abrahms) To recommend adding a required program to non-EVV to the Executive Committee and to direct to VAC. Motion approved.

D. Proposal to approve to report out quarterly

Evelyn stated in the last meeting, there was a lengthy discussion but no vote.

**M/S/C** (A. Quiles/A. Hurst) Motion to report quarterly on the disparity committee report. Motion passed.

E. Including Parents, Guardians, and/or Conservators as Service Providers Discussion

Rosie Sigala stated that a priority of this Committee was to determine strategies that would allow parents, guardians, and conservators to perform Service Provider tasks. Questions on this topic had come up the year prior, so the Committee needed to determine where they stood on the question. She suggested discussing how individuals could access that option if they are interested and how they will implement it.

Action Item: Discussion on this topic will be added to the next committee meeting Agenda.

**VI. Committee Report Updates**

For this section of the meeting, Evelyn reviewed each report and shared its relevance to the Committee. For each item, the Committee thoroughly reviewed and discussed the necessity and frequency of each report. The final determinations are as follows:

A. Purchase of Services (POS) Data Semi-Annual Report

Malorie Lanthier presented the POS Data Semi-Annual Report. FY 2023 data is being finalized in comparison to FY 2022. The top 5 service codes by expenditure remained consistent between both years. The overall budget remained the same +- 1%. Consumers increased by about 30,000. Personal assistance usage went down by about 124 consumers while the overall number of people serviced increased.

Malorie Lanthier then presented service by demographic usage. Personal assistance decreased for all ethnicities. It was noted that in POS disparity groups, white encapsulated people who spoke several different languages, including those from the Middle East and East Europe, among other areas. The highest usage was from people with autism and intellectual disability. By location, San Clarita had less usage than San Fernando. Personal Assistance use increased across all ethnicities.

Malorie Lanthier next presented the usage of the program. Respite went up significantly by 900 families. Per capita spending decreased for all consumers except those placed in the 'Other' category. The highest usage group was the autistic community, which increased by 700 in 2023. Respite use in San Fernando increased by 602 consumers. Infant Development increased by 976 families. Per capita spending increased for the 0-2-year range by \$2,201. Ages 3-7 years old had a similar amount of people in 2023 as 2022. While those aged 3-7 were no longer infants, case management could explain further why those individuals were placed in this category. Evelyn McOmie stated they were in that category due to provisional eligibility. Malorie Lanthier stated that per



capita, infant development for Asians was the highest in 2023, while African Americans had decreased from the year before. She suggested that measures for outreach to the African-American community may be important. Diagnosis grew by 1,387 infants in 2023. Cases in San Fernando increased by 1,524. Community Integration increased by 266 consumers, with the highest ethnicity increase in the Hispanic community at 132 people. Spending per capita was lower in the Hispanic population, so it was suggested that the POS disparity be reviewed due to an increase in cases but lower spending. The ID and autistic community most used the diagnosis. AV per capital spending was lower than the year before, so more could be done with the program. Adaptive Skills increased by 56 consumers. The Hispanic population was the largest ethnicity, but once again had lower spending than Asian and white populations. The highest diagnosis was in the autistic community. Use by location was highest in San Fernando, with a significant increase.

B. Self-Determination Program Report

The SDP Report was included in the packet (Page 66). Gabby Eshrati shared that this Saturday, Santa Clarity will have a Resource Fair from 10 am to 1 pm. There will be breakout sessions to assist the community and show what the program looks like, along with the spending program, budget, etc. The Committee was invited to attend the event.

As of August 1<sup>st</sup>

Participants have completed Orientation: 668

Total number of budgets that are certified: 304

Total number of budgets that are in the certification process: 5

Total number of spending plans in progress: 241

Total number of PCPs completed: 61

Total number of participants that have opted out of SDP after enrolling: 2

Total number of Inter-Regional Center Transfers (out): 2

Total number of participants that have fully transitioned into SDP with approval.

Spending plans and active SDP IPPs: 241 (12 transitions this month)

1. SDLVAC Board Liaison Report

Gabby Eshrati stated the SDLVAC had structured committee attendance through their bylaws. The group no longer had to adhere to Bagley Keen. Meetings would be held on the third Thursday of every month, and all the committee members were welcome to join. Vendorization of Service Code 099 would continue. Revision of the new law passed on 7/1/2023 about social rec would be reviewed.

**VII. Chief Consumer and Community Services Officer Report - Evelyn McOmie**

A. Presentation of Specialized Case Management Unit and Tracking Systems in Place

Evelyn McOmie presented ESC. Highlights of the program were in the packet (page 74). The program began in April 2022, and most cases were assigned in July 2022. ESC exists in all Regional Centers. The Department provides quarterly lists of potential consumers

based on their pool of people with \$2,000 or less POS. The Regional Center Supervisors then cross reference the list and remove those who are unable to receive services, such as those who are incarcerated. The remaining individuals are contacted, and work begins. Two hundred forty individuals are maintained in a unit at one time. Within the unit, one-on-one services are provided at every encounter, with several encounters per month. Consumer Service Enhanced Coordination allows consumers to use their services based on what they need. There were 6 Consumer Specialists that carry caseloads of 1 to 40 ratio with mixed age caseloads. Families are responsible for connecting with their Enhanced Service Coordination Team. The team is able to support the families in a way that traditional CSC cannot.

Challenges and barriers to the program included COVID-19, families prioritizing urgent needs and challenges, and a lack of advocacy and awareness of the services. Other reasons that the services were not used was because the families were accessing generic supports elsewhere, be that through work, school, etc. Items that worked included the ESC curriculum, CLACRC Guide for Consumers and Families, educating families/consumers on service availability and distinct service delivery, staff practicing culture awareness, empathy, and person-centered approaches, including communicating in native languages, developing relationships, and addressing mistrust. Families need to build trust as they may have lasting negative experiences. After completion, 40 families will be transferred out at one time, and 40 new ones will be transferred in.

Anna Hurst asked if, when the 40 families transition out, they will provide a snapshot of the services used. Evelyn McOmie stated that the Coordinated Family Support was a pilot, and they would like to understand the impact of the program before sending it to Traditional Case Management. Coordinators will speak with their families to determine how Coordinated Family Support is tied to their growth. Enhanced Service Coordinators will also work with the families to transition them away and review if there is continued benefit afterward without the services. There would be tracking before, at the end, and longitudinal tracking up to 24 months out.

Rosie Sigala asked if a consumer fell off, if they would be replaced in the 1 to 40 ration or if they would wait until December 2023 to fill the space. Evelyn McOmie stated that those in the program leave when they graduate. In the case that someone was no longer able to receive services, such as if they were incarcerated, they would be replaced by someone else on the list to create the best outcomes for the most people.

Rosie Sigala asked if they could see the curriculum. Evelyn McOmie stated she would share the curriculum with the Committee.

B. New POS Process Update

Evelyn McOmie stated the POS process had been updated so that supervisors now

approved POS. Additional supervisors will be added to the team to assist with this work. The pilot for this change was concluded in mid-July. The data showed supervisors averaged about 2,000 POS, which was good given the vacancies at the supervisor level. The process has proven to move faster at the supervisor level. Starting in October, managers will be approving exceptional items such as supplanting services and day programs for ADLs. It was noted that supplanting services were not the same as supplemental services. Supplemental items would go through the exception process. Services like behavioral and nursing still required a higher level of review. This change was the first in over 30 years to their system. As the organization has grown, this change will function better with its size and volume.

C. New Person-Centered IPP Training for Service Coordination Update

Evelyn McOmie stated that NLACRC is working on creating new training for its Service Coordinators, both long-standing and new. IPP training had been given earlier in the year to prepare for upcoming programs. As NLACRC continues towards a person-centered approach, they are moving forward with person-centered planning. The IPP training was revamped for new CSCs. There will now be a 3-part series of training for IPP with a fourth series for new CSCs.

Additionally, a person-centered IPP manual will be distributed to align everyone in the organization and provide information and tools to everyone equally. The IPP training will provide tools and guides to polish all CSC skills. The current generation of employees has a different way of learning, so it needs to be accessible. For that reason, hyperlinks and attachments were included throughout the training. Supervisors will receive the training in the first week of October. They will roll out the training first with the management team, then with staff, distribute the manual, and incorporate it into the new training by late Fall.

D. Changes to Social Rec Tool to Reflect WIC 4688.22 Update

Evelyn McOmie presented WIC 4688.22. Assessment tools for social rec have been updated. CSCs should have this item at the forefront when talking with families. Effective July 1, 2023, families will not be required to exhaust services, exchange respite hours, or pay a co-payment. Information on what people have to abide by needs to be provided to them at the beginning. The flyer for Social Rec will be updated to share with the community, so families supported by Service Coordinators understand the change. There were many questions about what could be approved or what was needed in the applications. NLACRC needs to be prepared to answer those questions. Evelyn McOmie stated that the flyers were not yet ready, and as the change had not yet taken place, they did not want to confuse or disappoint families by being unclear. The flyer will be further flushed out and then sent out.

**VIII. Meeting Action Item Review**

- A. An update on QC will be shared with the Committee.
- B. A report on CCF vendor compliance will be shared with the Committee.
- C. Volunteer Program options will be investigated.
- D. A report on quality checks for non-EVV providers.

- E. Discussion on this topic will be added to the next committee meeting Agenda.

#### **IX. Board Meeting Agenda Items**

The following items were identified for the Committee's section of the next Board Meeting agenda:

- A. Minutes of the September 20th Meeting
- B. Revised Committee Critical Calendar for Net FY 2023-24
- C. DDS Purchase of Service (POS) Annual Report for FY 2021-22
- D. Committee Priorities for Next FY 2023-24

#### **X. Announcements / Information Items / Public Input**

- A. Committee Attendance
- B. Next Meeting: Wednesday, November 15, 2023, at 6:00 p.m.
- C. Public Input

Richard Dier thanked everyone for their commitment to Self Determination. He was the Director of Evaluation and Training and had been there since gas was 29 cents. He stated he was glad to see the new generation step up into the work. The Committee that he serves on is made up of 12 members who are appointed by the State Council or the Development Center, and they are charged with the responsibility of monitoring processes and assisting in training. Their Committee is committed to helping in any way they can, including making presentations or speaking when Self Determination is on the Agenda.

#### **XI. Adjournment**

Rosie Sigala adjourned the meeting at 8:39 p.m.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\*) The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



North Los Angeles County Regional Center  
**Executive Committee Meeting Minutes**

October 26, 2023

**Present:** Ana Quiles, Brian Gatus, Lillian Martinez, Rocio Sigala, Leticia Garcia, Andrew Ramirez, David Coe - Committee Members

Ruth Janka, Evelyn McOmie, Parita Burmee, Vini Montague, Cristina Preuss, Arezo Abedi, Kimberly Visokey – Staff Members

Tim Banach - US Bank, Jasmine Barrios -Minutes Services - Guests

**Absent:**

---

**I. Call to Order**

Ana Quiles called the meeting to order at 6:01 pm.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

Ana Quiles announced that the Item V. Executive Session would be conducted after Committee Business and become Item VII. Subsequent items to follow sequentially.

Board Packet Requirements were added as Item A under Committee Business. Subsequent items to follow sequentially.

**M/S/C** (L. Martinez/D. Coe) To approve the agenda as revised.

B. Approval of Minutes of September 28th Meeting

Ana noted a correction on Page 8, Section E. of the Minutes to include Lety's comment that other options should be considered to address Board Member Concerns.

**M/S/C** (A. Ramirez/L. Martinez) To approve the Meeting Minutes as revised.

**IV. Consumer Advisory Committee**

A. CAC Report - Cristina Preuss

Cristina reviewed the information as presented in the packet.

Cristina will update the CAC report to add the proposed change to the bylaws to allow the CAC to nominate and vote for their own Chair/Vice-Chair and require a Board Liaison be appointed for continued Board collaboration under the section titled: questions for the Board. Board Support will add the CAC request to the November 8 Board Meeting agenda.

Ruth shared the request from Jose Rodriguez, staff support to CAC, that the committee would like to be able to choose their own Chairperson and the ability for the selected Chair to be seated on the NLACRC Board.

Leticia Garcia proposed that the CAC elects their own Chair, and if that person is not a current member of the Board, the Board will be able to appoint a staff or Board liaison to the CAC.

Ruth will draft a revision to the bylaws to include in the next Board Meeting packet.

- B. Self-Advocacy Attendance at ARCA/CAC Meetings Update - Ruth Janka  
Ruth Janka reported that the only individual who is able to attend ARCA CAC meetings is George Alvarado. Contact information for George was sent to ARCA, and Ruth will ensure that Board Support will be copied on all correspondence with ARCA CAC and George.

## VI. Committee Business

- A. Board Agenda Notice Requirement  
Ana referenced Section 4661 of the Lanterman Act, which addresses requirements related to the distribution of Board and committee meeting notices. Requirements include: "Regional Centers shall mail notice of their meetings to any person who requests notice in writing. Notice should be mailed at least seven days in advance of each meeting. The notice shall include the date, time, location, and specific agenda for the meeting, which will include the identification of all substantive topic areas to be discussed and no items shall be added to the agenda subsequent to the provision of the notice". Ana stated that she would like the Board to be in compliance with these requirements as it pertains to posting/ mailing Board and Committee agendas seven days in advance and how that would affect NLACRC staff.

Ana asked the Committee to consider posting the NLACRC Board and Committee Meeting Agenda and packet to the NLACRC website as "notice" 7 days in advance of the meeting. Leticia Garcia alternatively proposed that the agenda be posted but not the packet in full. It was also noted in regards to the agenda that "no items shall be added to the agenda subsequent to the provision of this notice, so once the notice is posted, we can't add or change that agenda, although that notice requirement isn't precluded if the board needs to take action on an urgent request made by DDS or on new items brought to the board at meetings by members of the public." After discussion, it was decided to defer this item to the next meeting pending Ruth Janka getting clarification from David Lester, board attorney, on the 7-day notice requirement, and counsel on posting board packets.

**M/S/C** (A. Quiles/A. Ramirez) To approve the investigation of the board and committee meeting notice requirements in preparation to make recommendations to the Board.

- B. Contracts - Vini Montague
1. W&W Joint Ventures (Liberty), PL2239-113  
POS Contract – Provides Specialized Residential Facility (SRF) services  
3-year contract effective November 1, 2023, through October 31, 2026.  
Projected total contract amount is \$3,092,945.76  
Projected to serve four consumers per month.
  2. W&W Joint Ventures (Liberty), PL2240-109

POS Contract – Provides Supplemental Residential Services Program Support services

3-year contract effective November 1, 2023, through October 31, 2026.

Projected total contract amount is \$1,153,690.56.

Projected to serve three consumers per month.

**M/S/C** (B. Gatus/A. Ramirez) To approve both contracts on behalf of the Board as presented.

Ana requested that on urgent contracts that are being presented on behalf of the Board, Vini Montague identifies the urgent situation that applies to the contract report.

C. Liaison Reports

1. ARCA Report – Leticia Garcia

Leticia reviewed the report as presented in the packet. She also reviewed her recommendations for what ARCA reports should be included in the packets for which meetings. Board support will highlight the sections related to consistency efforts, budget priorities and membership updates in each report.

a. BOD 2023-10-20 Agenda - remove

b. BOD - 2023-08-18 – Minutes - include in Executive Committee Meeting packet

c. August Financials - remove

d. September Financials - remove

e. Annual Audit - remove

f. Executive Director’s Report - include in Executive Committee Meeting packet

g. Summary Sheet -Regional Center Consistency Efforts -include in CAC meeting packet

h. 2023 Capitol Policy Updates -include in GRRC meeting packet

i. Summary Sheet -Looking Ahead to Fiscal Year 2024-25 -include in GRRC meeting packet

j. 2023 - Bill Outcomes -include in GRRC meeting packet

k. ARCA CAC Memo 10-10-23 - include in Executive Committee Meeting packet

l. ARCA October 19-20, 2023 Meeting Logistics - include in Executive Committee Meeting packet

m. Standards and Practices Bylaws Statement, Membership Agreement, and Framework (Attachment 2) - include in Board Meeting packet

D. Proposed Revision of the Board/Staff Interaction Policy – Ruth Janka

Per a request from the Committee, Ruth reviewed this document as presented in the packet.

Evelyn McOmie shared different options being considered by NLACRC to create more options for individuals and families to raise concerns to the Board.

Options include:

- Updating the process through the Parent and Family Specialist team to ensure continuity of the issue resolution and tracking of the issue, which would notify the appropriate Director.

- To create a tracking tool to be administered by boardsupport, and to create a breakout room in the Consumer Services Committee, where matters of escalation can be addressed with the Consumer Services Directors.

Concerns were raised regarding a forum for the community to speak to NLACRC Leadership. Evelyn and Cristina explained that the quarterly Cafecito Entre Nos Meetings provide that opportunity for community members. It would also be possible for the meetings to continue in a hybrid format with rotating in-person locations on a more frequent basis. This issue will continue to be acknowledged by the Executive Committee, the Board and NLACRC staff and tracking issues is a process that is currently under review. Rocio Sigala suggested changing the name of the session to include something in English and Spanish to ensure that the community is aware of this opportunity to be heard.

In regards to the policy, Board members would be required to engage in current family support issues by identifying them, providing resolutions and tracking the progress of the resolution. Information will also be provided to the individual who initiated the concern to let them know that there is an open forum where issues can be discussed.

After discussion, it was recommended that NLACRC would have a single point of entry for the Board to receive concerns from the public related to service coordination. Once received, Board Support will notify Evelyn McOmie and the issue will be tracked and reported to the Consumer Services Committee.

Lillian Martinez requested an addition to the 2nd bullet point on page 89 of the packet to read “may be directed to the Executive Director, Board President or other Board Officers if preferred.”

Ruth Janka will make the proposed changes to the policy, and Evelyn McOmie and Cristina Preuss will work on revamping the Cafecito Entre Nos sessions to reflect the open forum as discussed.

E. Policy for Board Dinner / Board Expenditures - Ruth Janka

Ruth met with former NLACRC auditor Tom Huey to identify components for a policy from the auditor’s perspective to ensure that a policy is fiscally sound and what the provisions are to expend public funds to ensure the prudent expenditure of the public funds and to ensure that the funds are directly related to the operations of the Board or promoting NLACRC.

Ruth has a framework of a policy that would provide this guidance and is working with Kim Rolfes to draft the policy that includes Board trainings, Board Dinner, Board Retreat and other basic Board provisions. More information will be shared as it becomes available.

F. FY23-24 Annual Board Retreat – Locations, Dates and Cost - Ruth Janka

Ruth shared that more information on this item will be developed when the new policy is developed in order to use the funds most prudently.

G. Succession Plan Update – Ruth Janka



1. Executive Succession Plan - Ruth shared that the below items were included in the Executive Session packet and will be reviewed in more detail during the Executive Session

2. NLACRCCRC Ex-Director Succession Plan - this document identifies whether an Executive Director would have a permanent absence, recruitment for replacement, what would be done in the event of a temporary or unplanned absence, and who would be authorized to carry out the plan. If adopted by the Board, the plan stipulates that the Executive Committee would appoint the acting Executive Director and will begin the recruitment and search process. Brian recommended that the word "desired" be replaced by "required" under the Candidate Criteria section of the document.

H. Advanced Legislative Advocacy Training /Update - Ruth Janka

Ruth presented information in the packet regarding the Legislative Advocacy Training 101. The Committee requested information related to the advanced training, Training 102, in addition. Ruth will follow up with Amy Wesley regarding the advanced training as requested and send it out to the Board.

M/S/C (D. Coe/L. Martinez) To approve Legislative Advocacy Training 101 to be sent to the Board.

I. Code of Conduct Policy for Individuals, Families Served and Staff – Ruth Janka - *deferred*

J. ED Performance Evaluation Draft – Parita Burmee

Parita reviewed the draft as presented in the packet. After discussion, it was requested to include "needs improvement should only be used in the evaluation of the Executive Director if the following has occurred."

It was also proposed that under February, a clause be added to say, "The Executive Director meets with the Negotiating Committee to discuss items as desired by the Executive Director."

After discussion, it was determined that Vini Montague and Parita Burmee will meet with NLACRC legal counsel for clarification as it relates to the draft before the Negotiating Committee meeting on October 27 and revise the draft with the discussed revisions.

M/S/C (L. Martinez/R. Sigala) To approve the pause for the SDP Board Liaison role.

**VII. Executive Session**

A. Personnel

M/S/C (L. Martinez/A. Martinez) To enter the Executive Session at 8:53 pm

M/S/C (B. Gatus/L. Martinez) To exit the Executive Session at 9:45 pm

**VIII. Center Operations – Ruth Janka**

Ruth reviewed this report as presented in the packet. Highlights include:

Staffing Changes

Executive Administrative Assistant Monike Paz has separated from the agency to pursue other opportunities; Lilliana Windover's last day in the office is October 12, she will be greatly missed.

#### Staff Engagement

NLACRC is hosting an Annual Harvest Festival in each office location. Events include a costume and dessert contest, lunch and camaraderie.

#### Provider and Community Engagement and Outreach

Evelyn MCOmie and her staff attended Tierra del Sol's Employer Recognition Event on Thursday, October 19. This organization recognizes partnerships with over 160 active partner sites.

Ruth Janka attended the San Clarita Valley Mayor's Luncheon on Employment, invited by committee chair Scott Shepard. This year's event featured several local businesses and individuals who are competitively employed. Board member Nicholas Abrams has been employed for 16 years and participated in the event as a panelist, sharing about his journey and also received recognition from the offices of Scott Wilkes and Mike Garcia.

### **IX. Review of Meeting Action Items**

- A. Revise page 8, Section E. of the Minutes to include Lety's comment that other options should be considered to address Board Member Concerns. (Board Support)
- B. Revise the CAC report to add the CAC Chair request. (Cristina Preuss)
- C. Add CAC Request for Bylaw Change to Nov 9 Board Meeting agenda. (Board Support)
- D. Contact ARCA CAC to arrange for NLACRC's Board Support to be added to all correspondence with George Alvarado regarding ARCA CAC Meetings and information. (Ruth Janka)
- E. Contact David Lester to get clarification on the Board and Committee Notice Requirements (Ruth Janka)
- F. Identify the applicable urgent situations for contracts that require Executive Committee approval on behalf of the Board on the contract report. (Vini Montague)
- G. To include the applicable ARCA reports to the specified meeting as recommended by Leticia Garcia and to highlight sections that relate to consistency efforts, budget priorities and membership updates. (Board Support)
- H. To make revisions to the Board Staff Interaction policy as discussed (Ruth Janka)
- I. To re-vamp the open forum sessions and to update the tracking and reporting process as discussed (Evelyn McOmie/Cristina Pruess)
- J. To revise the Candidate Criteria section to replace the word "desired" with "required" (Ruth Janka)
- K. To follow up with Amy Wesley to obtain and send out the presentation regarding the Advanced Legislative Advocacy Training 102. (Ruth Janka)
- L. To follow up with NLACRC legal counsel regarding the verbiage of the draft Executive Director Evaluation Process before the October 27th Negotiating Committee Meeting and to make appropriate revisions to the draft. (Vini Montague and Parita Burmee)

### **X. Board Meeting Agenda Items**

The following items were identified for the Committee's section of the next Board Meeting agenda:

- A. Minutes of the September 28 Meeting
- B. Contracts
- C. ARCA Report Updates
- D. Board Bylaw Revision

### **XI. Announcements / Information Items / Public Input**

- A. Next Meeting: Thursday, November 30th at 7:30 pm.
- B. Committee Attendance (Page 138)

- C. Cultivar y Crecer, October 27th at 6:30 pm
- D. Support Group for Self Determination Program at NLACRCCRC - Grupo de apoyo de NLACRCCRC para el programa de autodeterminación, November 1, 2023 at 4:30 pm
- E. New Consumer Orientation (Via Zoom), November 1, 2023 at 6:30 pm
- F. Black & African American Support Group, November 1, 2023 at 6:30 pm
- G. Self-Determination Orientation, November 6, 2023 at 9:00 am
- H. Early Start Family Orientation: Learn about the Early Start program on November 8, 2023 at 9:00 am
- I. Orientación Familiar De Intervención Temprana, November 8, 2023 at 10:30 am
- J. SDP Independent Facilitator Round Table, November 9, 2023 at 2:00 pm
- K. Transition from Early Intervention to Preschool Programs in the Antelope Valley School Districts/Transición del Programa de Intervención Temprana al Preescolar en los Distritos Escolares del Valle del, November 14, 2023 at 10:00 am
- L. Parents of Adult Consumers Support Group, November 15, 2023 at 6:30 pm
- M. SLS Orientation, November 16, 2023 at 3:00 pm
- N. Self Determination Local Advisory Committee Meeting, November 16, 2023 at 6:30 pm
- O. Cultivar y Crecer, November 17, 2023 at 6:30 pm
- P. Orientaciones de autodeterminación, November 20, 2023 at 9:00 am
- Q. Filipino Support Group, November 20, 2023 at 6:30 pm

## **XII. Adjournment**

Ana Quiles, Committee Chair, adjourned the meeting at 10:01 p.m.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\*) The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



**Operations Contract Amendment Approved by Executive Committee  
on November 30, 2023**

**Vendor: Workforce Development Solutions**

**Services:**

- 1) Executive Director Recruitment Committee - Board Support
  - *See Statement of Work Attached*
  
- 2) Committee Chair Training & Development
  - *Statement of Work Pending from Vendor*
  
- 3) Board Retreat Teambuilding
  - *Statement of Work Pending from Vendor*

**Total Contract Amendment Approved: \$60,000**

# WORKFORCE DEVELOPMENT SOLUTIONS, INC.

Angela E. Gardner, President  
 31915 Rancho California Road, Ste. 200-230, Temecula, CA 92591  
 (760) 265-2994 ~ angelagardner.wds@gmail.com

## North Los Angeles County Regional Center Board of Trustees Annual Retreat and Follow-Up Consulting Services Scope of Work *First Amendment* - December 6, 2023

All activities under this agreement will be provided by Angela E. Gardner as approved by the Board Chair, Executive Director, or designee. The goal of this first amendment is to provide support to the Board of Trustees of the North Los Angeles County Regional Center (NLACRC) Board of Trustees. Scope of Work may be amended as mutually agreed by all parties upon contract award.

| Proposed Scope of Work                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Due Date |  | Total Rate      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|--|-----------------|
| <b>Executive Director Recruitment Committee – Board Support</b> <ul style="list-style-type: none"> <li>• Plan and Support in Recruiting Committee weekly meetings and as needed.</li> <li>• Consult to create and develop a consensus of the profile, job description, priorities, interviewing questions, scoring rubric for interview panel, identify recommended assessments, and development of community communication plan.</li> <li>• Consult on Recruitment agency and develop performance metrics.</li> <li>• Consult in the creation of a project plan for recruitment.</li> <li>• Support and facilitate consensus of priorities and grading of final candidates.</li> <li>• Consult in developing onboarding plan for new Executive Director.</li> <li>• Additional Board support as needed and mutually agreed upon.</li> </ul> | 4/30/24  |  | \$20,000        |
| <b>TOTAL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |          |  | <b>\$20,000</b> |

Respectfully submitted,

*Angela E. Gardner*



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|-------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                 | New, Nonresidential Negotiated Rate Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                 | <b>MIJI Health Care Services Inc</b><br>Vendor Number: PL2247, Service Code: 062                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 3.  | <b>The Purpose of the Contract</b>                                            | Contractor will provide Personal Assistance services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide personal assistance and support.                                                                                                                                                                                                                                                                                                                                                                                    |
| 4.  | <b>The Contract Term</b>                                                      | Five (5) year contract effective January 1, 2024 through December 31, 2028                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 5.  | <b>The Total Amount of the Contract</b>                                       | Projected annual cost is \$3,461,232.25 per year, or \$17,306,161.75 over the entire five (5) year term of the contract based on expenditure of previous vendorization, PL1008.                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                          | Projected 97 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate up to \$29.06 per hour.                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Personal Assistance services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | The attendant care and in-home day care rate (1:1 ratio) was initially established at \$16.23 per hour as per the original contract with PL1008, vendored effective November 1, 2009. Per regulatory changes, the rate was increased per AB 10 to \$16.83 per hour, increased to \$17.01 per hour per AB 1522 effective July 1, 2015, increased to \$20.46 per hour per AB X2-1 effective July 1, 2016, increased to \$23.23 per hour per SB 81 effective January 1, 2020, increased to \$26.15 per hour per AB 136 effective April 1, 2022, and increased to current rate of \$29.06 per hour per AB 136 effective January 1, 2023. |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

|     |                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                         |
|-----|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | <p><b>Method or Process Utilized to Establish the Rate or the Payment Amount (continued)</b></p> | <p>The reimbursement rate is calculated separately at a lower rate than the 1:1 rate for those situations when either more than one consumer (“siblings”) is being provided personal assistance at the same time, the service is being provided through the parent conversion program, or when it is determined the family has a \$1.00, \$2.00, and \$3.00 per hour share of cost.</p> |
| 10. | <p><b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b></p>            | <p>Entity change, replacing vendor number PL1008 (originally effective on November 1, 2009).</p>                                                                                                                                                                                                                                                                                        |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“Contract”) for **MIJI Health Care Services Inc** passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **MIJI Health Care Services Inc** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date



**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**MIJI Health Care Services**

**Vendor #: PL2247**

**Svc Code: 062 (Personal Assistance)**

**Date: 11/27/23**

**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>                                                               |
|-----------------|---------------------|----------------------------------------------------------------------------------|
| HL1073          | 862                 | In-Home Respite - pending                                                        |
| PL2248          | 490                 | Financial Management Service - pending                                           |
| PL2249          | 459                 | Participant-Directed Social Recreation, Camp and Non-Medical Therapies - pending |

**Office Address:** 5805 Sepulveda Blvd, #605, Sherman Oaks, CA 91411

**Service Description:** Personal Assistance provides support to individuals of all ages who have been diagnosed with a developmental disability and need intermittent or regularly scheduled temporary non-medical care and supervision provided in the consumer's own home.

Services available in English and Spanish.

**Service Area:** San Fernando Valley / Santa Clarita Valley / Antelope Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** Replaces PL1007 due to entity change



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                 | New, Nonresidential Negotiated Rate Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                               |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                 | <b>MIJI Health Care Services Inc</b><br>Vendor Number: HL1073, Service Code: 862                                                                                                                                                                                                                                                                                                                                          |
| 3.  | <b>The Purpose of the Contract</b>                                            | Service Provider provides In-Home Respite Services Agency services pursuant to statute and Title 17 regulations, Sections 56702 through 56734 and Sections 56776 through 56802.<br><br>Pursuant to WIC, Section 4418.6, respite care is a service offered for individuals with developmental disabilities. Respite care means temporary and intermittent care provided for short periods of time.                         |
| 4.  | <b>The Contract Term</b>                                                      | Five (5) year contract effective January 1, 2024 through December 31, 2028                                                                                                                                                                                                                                                                                                                                                |
| 5.  | <b>The Total Amount of the Contract</b>                                       | Projected annual cost is \$2,559,852.26 per year, or \$12,799,261.30 over the entire five (5) year term of the contract based on expenditure of previous vendorization, HL0536.                                                                                                                                                                                                                                           |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                          | Projected 281 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                        |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate up to \$30.86 per hour.                                                                                                                                                                                                                                     |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for In-Home Respite Services Agency services.                                                                                                                                                                                                                                                                                                            |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | The rate was initially established at \$18.12 per hour as per the original contract with HL0536, vendored effective July 1, 2009. Per regulatory changes, the rate was increased per AB 10 to \$19.29 per hour effective January 1, 2014, increased to \$20.79 per hour per SFLA 5.82% increase effective October 13, 2015, increased to \$25.13 per hour per AB X2-1 effective July 1, 2016, increased to \$25.76 per SB |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----|--------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | <p><b>Method or Process Utilized to Establish the Rate or the Payment Amount (continued)</b></p> | <p>3 effective January 1, 2017, increased to \$26.36 per SB 3 effective January 1, 2018, increased to \$28.52 per hour per SB 81 effective January 1, 2020, increased to \$29.69 per hour per AB 136 effective April 1, 2022, and increased to the current rate of \$30.86 per hour per AB 136 effective January 1, 2023.</p> <p>The rate of reimbursement for respite care services is established by the Department of Developmental Services (“DDS”). However, NLACRC calculates a rate that is less than the DDS set rate for those situations when more than one consumer (“siblings”) is being provided respite at the same time.</p> |
| 10. | <p><b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b></p>                | <p>Entity change, replacing vendor number HL0536 (originally effective on July 1, 2009).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“Contract”) for **MIJI Health Care Services Inc** passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **MIJI Health Care Services Inc** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

\_\_\_\_\_  
Lillian Martinez, Board Secretary

\_\_\_\_\_  
November 30, 2023  
Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**MIJI Health Care Services**

**Vendor #: HL1073**

**Svc Code: 862 (In-Home Respite)**

**Date: 11/27/23**

**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>                                                               |
|-----------------|---------------------|----------------------------------------------------------------------------------|
| PL2247          | 062                 | Personal Assistance - pending                                                    |
| PL2248          | 490                 | Financial Management Service - pending                                           |
| PL2249          | 459                 | Participant-Directed Social Recreation, Camp and Non-Medical Therapies - pending |

**Office Address:** 5805 Sepulveda Blvd, #605, Sherman Oaks, CA 91411

**Service Description:** In-home Respite is intermittent or regularly scheduled temporary non-medical care and supervision provided in the client’s own home who resides with a family member to support a client’s caregiver in cases where an extra person is needed to assist the client as described in the client’s Individual Program Plan (IPP) in the home.

Services are provided in the client’s home only and never in the community. Transporting of the client or the client’s family is prohibited.

Services available in English and Spanish.

**Service Area:** San Fernando Valley / Santa Clarita Valley / Antelope Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** Replaces HL0536 due to entity change



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New, Financial Management Services Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>MIJI Health Care Services Inc</b><br>Vendor Number: PL2248, Service Code: 490<br>Vendor Number: PL2249, Service Code: 459                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 3.  | <b>The Purpose of the Contract</b>                            | Contractor will provide Financial Management services (FMS) pursuant to Title 17, Section 5887(b) and the DDS published guidelines dated November 3, 2023 establishing Participant-Directed services for social recreation, camping, and nonmedical therapies. The FMS will provide direct payment for social recreation, camp, and non-medical therapies for services not vendored by the regional center and for services provided by service providers that predominately deliver services to individuals who do not receive regional center services. A few examples of service providers may include, but are not limited to, city/county parks and recreation programs, YMCA, dance studios, camps, etc. |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 1, 2023 through November 30, 2028                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$222,297.00 per year, or \$1,111,485.00 over the entire five (5) year term of the contract for FMS (service code 490) based on projected utilization.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 250 consumers per month:<br><ul style="list-style-type: none"> <li>- 75 one participant-directed service</li> <li>- 75 two or three participant-directed services</li> <li>- 100 four or more participant-directed services</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

|     |                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                   | <p>Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized monthly rate of:</p> <ul style="list-style-type: none"> <li>- \$45.88 for one participant-directed service</li> <li>- \$71.97 for two or three participant-directed services</li> <li>- \$96.86 for four or more participant-directed services</li> </ul> |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                       | Based on vendorization requirements under statute and regulation for Financial Management services.                                                                                                                                                                                                                                                                                                            |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>  | <p>Service code 490 is a DDS-set rate.<br/>         Service code 459 is variable based on the social recreation, camping, and nonmedical therapies service approved per Individual Program Plan (IPP) planning.</p>                                                                                                                                                                                            |
| 10. | <b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                                                                                                                                           |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Financial Management Services Agreement (“Contract”) for **MIJI Health Care Services Inc** passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **MIJI Health Care Services Inc** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date



**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**MIJI Health Care Services**

**Vendor #: PL2248**

**Svc Code: 490 (FMS)**

**Date: 11/27/23**

**Vendor #: PL2249**

**Svc Code: 459 (Participant-Directed)**

---

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>            |
|-----------------|---------------------|-------------------------------|
| PL2247          | 062                 | Personal Assistance - pending |
| HL1073          | 896                 | In-Home Respite - pending     |

---

**Office Address:** 5805 Sepulveda Blvd, #605, Sherman Oaks, CA 91411

**Service Description:** MIJI Health Care Services has been a regional center provider for over 20 years previously doing business as Libertana Home Health. As a Financial Management Services MIJI will create a mechanism for service delivery between non-vendored service providers and support Consumer choice through Self-Directed care. MIJI will provide direct payment to the business providing social recreation, camping, and non-medical therapies consistent with approved IPP and purchase of service authorizations approved by the regional center.

**Service Area:** San Fernando Valley / Santa Clarita Valley / Antelope Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** None



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>Andinet Associates dba Comforcare Home Care San Fernando Valley</b><br>Vendor Number: HL1054, Service Code: 862                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 3.  | <b>The Purpose of the Contract</b>                            | Service Provider provides In-Home Respite Services Agency services pursuant to statute and Title 17 regulations, Sections 56702 through 56734 and Sections 56776 through 56802. Pursuant to WIC, Section 4418.6, respite care is a service offered for individuals with developmental disabilities. Respite care means temporary and intermittent care provided for short periods of time. The rate of reimbursement for respite care services is established by the Department of Developmental Services (“DDS”). However, NLACRC calculates a rate that is less than the DDS set rate for those situations when more than one consumer (“siblings”) is being provided respite at the same time. |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective October 1, 2023 through September 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$464,912.27 per year, or \$2,324,561.35 over the entire five (5) year term of the contract based on average utilization of similar vendorizations – the service code 862 new vendors vendored in the last five years.                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 40 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized DDS-set rate, \$30.11 hourly rate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>      | Based on vendorization requirements under statute and regulation for In-Home Respite Services Agency services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 9.  | <b>Method or Process Utilized to</b>                          | Rate for 1:1 ratio is established by DDS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

|            |                                                                                       |                                                                                                                                                                                                                                                                                                                                                 |
|------------|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <p><b>Establish the Rate or the Payment Amount</b></p>                                | <p>Projected rate, pending DDS approval.<br/>Anticipated to be \$30.11 per hour.</p> <p>The hourly rate per consumer for sibling rates is calculated according to the following formula:</p> <ul style="list-style-type: none"> <li>• For 2 siblings: rate x 1.25 / 2 consumers</li> <li>• For 3 siblings: rate x 1.50 / 3 consumers</li> </ul> |
| <p>10.</p> | <p><b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b></p> | <p>NLACRC requested the rate from DDS on September 19, 2023 with an effective date of October 1, 2023. Once NLACRC receives the DDS rate letter, contract will be retro-active to the vendorization and rate approval date of October 1, 2023.</p>                                                                                              |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Andinet Associates dba Comforcare Home Care San Fernando Valley** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Andinet Associates dba Comforcare Home Care San Fernando Valley** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

\_\_\_\_\_  
Lillian Martinez, Board Secretary

\_\_\_\_\_  
November 30, 2023  
Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Andinet Associates LLC dba Comforcare Home Care San Fernando Valley**

**Vendor #: HL1054**

**Svc Code: 862 (In-Home Respite)**

**Date: 11/27/23**

**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b> |
|-----------------|---------------------|--------------------|
| n/a             |                     |                    |

**Office Address:** 20121 Ventura Blvd, Suite 210, Woodland Hills, CA 91364

**Service Description:** In-home Respite is intermittent or regularly scheduled temporary non-medical care and supervision provided in the client’s own home who resides with a family member to support a client’s caregiver in cases where an extra person is needed to assist the client as described in the client’s Individual Program Plan (IPP) in the home.

Services are provided in the client’s home only and never in the community. Transporting of the client or the client’s family is prohibited.

Services available in English and Spanish.

**Service Area:** San Fernando Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** Replaces HL0653 due to change in ownership, which requires new vendorization.



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                        | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                      | New Coordinated Family Supports Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                      | <b>Diamond Adult &amp; Senior Concierge LLC</b><br>Vendor Number: PL2227, Service Code: 076                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3.  | <b>The Purpose of the Contract</b>                                                 | Contractor provides Coordinated Family Support (CFS) Services pursuant to the State’s Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home. |
| 4.  | <b>The Contract Term</b>                                                           | Five (5) year contract effective December 1, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 5.  | <b>The Total Amount of the Contract</b>                                            | Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations.                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                               | Projected 5 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                       | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate.                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                           | Based on vendorization requirements under statute and regulation for Coordinated Family Supports services.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>      | DDS Set Rate as established on DDS directive dated January 27, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 10. | <b>Exceptional Conditions or Terms:<br/>Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Coordinated Family Supports Agreement (“Contract”) for **Diamond Adult & Senior Concierge LLC** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Diamond Adult & Senior Concierge LLC** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

**Vendor Name:** Diamond Adult & Senior Concierge LLC.

**Vendor #:** PL2227

**Svc Code:** 076

**Date:** 11/27/23

### Other Vendorizations with Vendor's Tax Identification Number (TIN):

| Vendor # | Service Code | Description                    |
|----------|--------------|--------------------------------|
| HL1043   | 862          | In- Home Respite               |
| PL2126   | 062          | Personal Assistance            |
| PL2133   | 028          | Socialization Training Program |

**Service Address:** 27240 TURNBERRY LN #200, VALENCIA, CA. 91355

**Service Description:** A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person's home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer's diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

**Service Area:** Santa Clarita Valley/ San Fernando Valley/Antelope Valley

**Staffing:** 1:1





# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                 | New, Nonresidential Negotiated Rate Agreement Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                 | <b>Amazing Grace Home Center II, Inc</b><br>Vendor Number: PL2231,<br>Service Code: 109                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3.  | <b>The Purpose of the Contract</b>                                            | Contractor will provide Supplemental Residential Services Program Support services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide, or obtain, time limited supplemental staffing in excess of the amount required by regulation. Supplemental Residential Program Support is designed to implement an objective in the consumer's IPP and allows the consumer to remain in their current residential environment. Supplemental Residential Program Support services include, but are not limited to: assistance and training in skills for activities of daily living and in socially appropriate skills to replace (and serve the same function/purpose as) a challenging behavior. |
| 4.  | <b>The Contract Term</b>                                                      | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.  | <b>The Total Amount of the Contract</b>                                       | Projected annual cost is \$265,780.60 per year, or \$1,328,903.01 over the entire five (5) year term of the contract based on expenditure of previous vendorization, PL0707.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                          | Projected 2 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$22.19 hourly rate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Supplemental Residential Program Support services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | The rate was initially established at \$12.50 per hour (1:1 ratio) as per the original contract with PL0707, vendored effective on October 31,                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

|     |                                                                                               |                                                                                                                                                                                                                                                                                                                                                  |
|-----|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                                                                                               | <p>2006. Per regulatory changes, the rate was increased to \$13.62 per hour per AB X2-1 effective July 1, 2016, increased to \$14.74 per hour per SB 81 effective January 1, 2020, increased to \$18.46 per hour per AB 136 effective April 1, 2022, and increased to current rate of \$22.19 per hour per AB 136 effective January 1, 2023.</p> |
| 10. | <p><b>Exceptional Conditions or Terms: Yes/No</b><br/> <b>If Yes, provide explanation</b></p> | <p>Change business entity, replacing vendor number PL0707 (originally effective on October 31, 2006). Entity change from sole proprietorship to corporation.</p>                                                                                                                                                                                 |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Amazing Grace Home Center II, Inc** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Amazing Grace Home Center II, Inc** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

\_\_\_\_\_  
Lillian Martinez, Board Secretary

\_\_\_\_\_  
November 30, 2023  
Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Amazing Grace Home Center II, Inc**

**Vendor #: PL2231**

**Svc Code: 109**

**Date: 11/27/23**

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>                    |
|-----------------|---------------------|---------------------------------------|
| HL1064          | 915                 | Adult Residential Facility – level 4G |

**Office Address:** 8539 Gothic Ave, North Hills, CA 91343-5703

**Service Description:** Supplemental Residential Program Support time limited supplemental staffing in excess of the amount required by regulation. Supplemental Residential Program Support is designed to implement an objective in the consumer's IPP and allows the consumer to remain in their current residential environment. Supplemental Residential Program Support services include, but are not limited to: assistance and training in skills for activities of daily living and in socially appropriate skills to replace (and serve the same function/purpose as) a challenging behavior.

**Service Area:** San Fernando Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** Replaces PL0707 due to change in entity from sole proprietorship to corporation.



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                 | New<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                 | Speech, Language and Educational Associates, Inc.<br>Vendor Number: PL2163<br>Service Code: 612                                                                                                                                                                                                                                                                                                                                                                                    |
| 3.  | <b>The Purpose of the Contract</b>                                            | The service provider will provide Behavior Analyst services pursuant to Title 17, Section 54342 . The service provider will assesses the function of a behavior of a consumer and designs, implements, and evaluates instructional and environmental modifications to produce socially significant improvements in the consumer's behavior through skill acquisition and the reduction of behavior.                                                                                |
| 4.  | <b>The Contract Term</b>                                                      | Five (5) year contract effective December 1, 2023 through November 30, 2028                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5.  | <b>The Total Amount of the Contract</b>                                       | Projected annual cost is \$424,512.00 per year, or \$2,122,560.00 over the entire five (5) year term of the contract based on expenditure of previous vendorization, PL0952.                                                                                                                                                                                                                                                                                                       |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                          | Projected 40 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$110.55 hourly rate for assessment and \$112.34 hourly rate for supervision.                                                                                                                                                                                                                                                    |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Behavior Analyst services.                                                                                                                                                                                                                                                                                                                                                                                    |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | The assessment rate was initially established at \$75.00 per hour as per the original contract with PL0952, vendored effective June 30, 2008. Per regulatory changes, the rate was increased to \$81.37 per hour per AB X2-1 effective July 1, 2016, increased to \$88.04 per hour per SB 81 effective January 1, 2020, increased to \$99.30 per hour per AB 136 effective April 1, 2022, and increased to current rate of \$110.55 per hour per AB 136 effective January 1, 2023. |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | <p><b>Method or Process Utilized to Establish the Rate or the Payment Amount (continued)</b></p> | <p>The supervision rate was initially established at \$75.00 per hour as per the original contract with PL0952, vended effective June 30, 2008. Per regulatory changes, the rate was increased to \$81.37 per hour per AB X2-1 effective July 1, 2016, increased to \$88.04 per hour per SB 81 effective January 1, 2020, increased to \$100.19 per hour per AB 136 effective April 1, 2022, and increased to current rate of \$112.34 per hour per AB 136 effective January 1, 2023.</p> |
| 10. | <p><b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b></p>                | <p>Tax ID change, replacing vendor number PL0952 (originally effective on June 30, 2008).</p>                                                                                                                                                                                                                                                                                                                                                                                             |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Contract**”) for **Speech, Language and Educational Associates, Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Speech, Language and Educational Associates, Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

Date: 11/27/23

### Other Vendorizations with Vendor's Tax Identification Number (TIN):

| Vendor # | Service Code | Description                       |
|----------|--------------|-----------------------------------|
| PL2164   | 615          | Behavior Management Assistant     |
| HL0288   | 805          | Infant Development Program        |
| PL0538   | 707          | Speech Pathology                  |
| PL1021   | 102          | Individual/Family Training        |
| PL1276   | 024          | Co-Pay Reimbursement (OT, PT, ST) |
| PL1319   | 048          | Co-Pay Reimbursement (ABA)        |

**Vendor Name:** Speech, Language and Educational Associates, Inc.

**Vendor Number:** PL2163

**Service Code:** 612

**Service Code Description:** Behavior Analyst

**Office Address:** 16500 Ventura Blvd., Encino CA 91346

**Service Areas:** San Fernando Valley

**Service Description:** Speech, Language and Educational Associates, Inc. (SLEA), is a private practice, founded by Helen Sherman Wade in 1983. The focus of the practice is to serve the developmental, cognitive, social, adaptive, and communication needs of its clients, who range in age from 0-80+. SLEA currently contracts with Regional Center to provide individual developmental and communication assessments and treatment. It also provides group-based early start and speech therapy services. The population they serve frequently need behavioral support in order to meet their therapeutic goals. SLEA currently provide behavioral assessment and intervention as well as family support to many clients. SLEA is working with Regional Center in order to be able to incorporate behavioral services, which will include Applied Behavior Analysis (ABA) and Discreet Trial Training (DIT), to the clients and their families.

### Program Curriculum:

Behavior Intervention Program – addresses the parent/caregivers concerns collaboratively with the entire family, the home and community environment with emphasis on parent training and involvement, providing hands-on therapy support from a Behavior Therapist and Clinical team. Behavioral Intervention sessions will be at consumers' residence or community settings.

Parent Training on Behavior Management – teaches parents the tools they need to be loving, nurturing parents yet set reasonable, predictable limits. The goal of this program is to help parents help their children develop the kinds of behaviors they need to get along better in the world.

Behavior Functional Assessment – is a process for gathering information to understand problem behaviors and develop effective behavior support plans.

### Staffing:

Clinical Director/Program Coordinator

Qualifications:

- BCBA and Masters of Science in related field of counseling and rehabilitation services
- Minimum of 2 years experience working as a BCBA
- Experience in the development and implementation of Functional Behavior Assessments and Behavior Intervention plans for individual with developmental disabilities
- Experience in consultation services with parents and teachers regrading enhancing behaviors



## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

Date: 11/27/23

- Understanding of the regional Center Services

### Supervisor

#### Qualifications:

- Masters of Science in the related field of counseling and rehabilitation services, PPS and CWA credentials
- Minimum of 5 years of experience working with children with autism and related disorders
- Experience in conducting functional behavior assessments and functional analysis assessments and program development
- Experience in working with school consulting, parent training, developing IEP goals, paly based intervention and staff development

### Behavior Interventionist

#### Qualifications:

- Bachelor's Degree with 1 year experience working with children with autism and related disorders
- Experience in providing behavior modification services
- Experience in working with school consulting, parent training, developing IEP goals

**Employment Component:** n/a

**Exceptional Conditions:** All staff are required to complete a Live Scan which include DOJ clearance, proof of negative TB test, current driver's license and proof of auto insurance. SLEA has requested a tax ID change for their current vendorization, PL0952-612. The reimbursement rate for new vendor number, PL2163-612, is based on previous vendor number.



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                 | New<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                 | Speech, Language and Educational Associates, Inc.<br>Vendor Number: PL2164<br>Service Code: 615                                                                                                                                                                                                                                                                                                                                                                                                   |
| 3.  | <b>The Purpose of the Contract</b>                                            | The service provider will provide Behavior Management Assistant services pursuant to Title 17, Section 54342. The service provider will assess the function of a behavior of a consumer and will design, implement, and evaluate instructional and environmental modifications to produce socially significant improvements in the consumer's behavior through skill acquisition and the reduction of behavior, under direct supervision of a Behavior Analyst or Behavior Management Consultant. |
| 4.  | <b>The Contract Term</b>                                                      | Five (5) year contract effective December 1, 2023 through November 30, 2028                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 5.  | <b>The Total Amount of the Contract</b>                                       | Projected annual cost is \$724,449.60 per year, or \$3,622,428.00 over the entire five (5) year term of the contract based on expenditure of previous vendorization, PL0953.                                                                                                                                                                                                                                                                                                                      |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                          | Projected 30 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$68.29 hourly rate for discrete trial training and \$71.87 hourly rate for applied behavior services.                                                                                                                                                                                                                                          |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Behavior Management Assistant services.                                                                                                                                                                                                                                                                                                                                                                                      |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | The discrete trial training rate was initially established at \$52.40 per hour as per the original contract with PL0953, vendored effective June 30, 2008. Per regulatory changes, the rate was increased to \$56.85 per hour per AB X2-1 effective July 1, 2016, increased to \$61.51 per hour per SB 81 effective January 1, 2020, increased to \$64.90 per hour per AB 136 effective April 1, 2022, and increased to current rate of \$68.29 per hour per AB                                   |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|            |                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------|-----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <p>9. <b>Method or Process Utilized to Establish the Rate or the Payment Amount (continued)</b></p> | <p>136 effective January 1, 2023.</p> <p>The applied behavior services rate was initially established at \$52.40 per hour as per the original contract with PL0953, vendored effective June 30, 2008. Per regulatory changes, the rate was increased to \$56.85 per hour per AB X2-1 effective July 1, 2016, increased to \$61.51 per hour per SB 81 effective January 1, 2020, increased to \$66.69 per hour per AB 136 effective April 1, 2022, and increased to current rate of \$71.87 per hour per AB 136 effective January 1, 2023.</p> |
| <p>10.</p> | <p><b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b></p>               | <p>Tax ID change, replacing vendor number PL0953 (originally effective on June 30, 2008).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“Contract”) for **Speech, Language and Educational Associates, Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Speech, Language and Educational Associates, Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

Date: 11/27/23

### Other Vendorizations with Vendor's Tax Identification Number (TIN):

| Vendor # | Service Code | Description                       |
|----------|--------------|-----------------------------------|
| PL2163   | 612          | Behavior Analyst                  |
| HL0288   | 805          | Infant Development Program        |
| PL0538   | 707          | Speech Pathology                  |
| PL1021   | 102          | Individual/Family Training        |
| PL1276   | 024          | Co-Pay Reimbursement (OT, PT, ST) |
| PL1319   | 048          | Co-Pay Reimbursement (ABA)        |

**Vendor Name:** Speech, Language and Educational Associates, Inc.

**Vendor Number:** PL2164

**Service Code:** 615

**Service Code Description:** Behavior Management Assistant

**Office Address:** 16500 Ventura Blvd., Encino CA 91346

**Service Areas:** San Fernando Valley

**Service Description:** Speech, Language and Educational Associates, Inc. (SLEA), is a private practice, founded by Helen Sherman Wade in 1983. The focus of the practice is to serve the developmental, cognitive, social, adaptive, and communication needs of its clients, who range in age from 0-80+. SLEA currently contracts with Regional Center to provide individual developmental and communication assessments and treatment. It also provides group-based early start and speech therapy services. The population they serve frequently need behavioral support in order to meet their therapeutic goals. SLEA currently provide behavioral assessment and intervention as well as family support to many clients. SLEA is working with Regional Center in order to be able to incorporate behavioral services, which will include Applied Behavior Analysis (ABA) and Discreet Trial Training (DIT), to the clients and their families.

### Program Curriculum:

Behavior Intervention Program – addresses the parent/caregivers concerns collaboratively with the entire family, the home and community environment with emphasis on parent training and involvement, providing hands-on therapy support from a Behavior Therapist and Clinical team. Behavioral Intervention sessions will be at consumers' residence or community settings.

Parent Training on Behavior Management – teaches parents the tools they need to be loving, nurturing parents yet set reasonable, predictable limits. The goal of this program is to help parents help their children develop the kinds of behaviors they need to get along better in the world.

Behavior Functional Assessment – is a process for gathering information to understand problem behaviors and develop effective behavior support plans.

**Staffing:** Services provided under PL2164-615 receive supervision by the Behavior Analyst (PL2163-612).

### Behavior Interventionist

#### Qualifications:

- Bachelor's Degree with 1 year experience working with children with autism and related disorders
- Experience in providing behavior modification services
- Experience in working with school consulting, parent training, developing IEP goals

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

**Date: 11/27/23**

**Employment Component:** n/a

**Exceptional Conditions:** All staff are required to complete a Live Scan which include DOJ clearance, proof of negative TB test, current driver's license and proof of auto insurance. SLEA has requested a tax ID change for their current vendorization, PL0952-612. The reimbursement rate for new vendor number, PL2163-612, is based on previous vendor number.



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New or Amendment,<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>Callahan Assistive Technology And Disability Specialists LLC</b><br>Vendor Number: PL2222, Service Code: 605                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 3.  | <b>The Purpose of the Contract</b>                            | <p>The service provider will provide Adaptive Skills Training services pursuant to Title 17, Section 54342(a)(3), which provides that a regional center shall classify a vendor as an adaptive skills trainer if the vendor possesses the skills, training and education necessary to enhance existing consumer skills. An adaptive skills trainer may also remedy consumer skill deficits in communication, social function or other related skill areas and shall meet the following requirements:</p> <ul style="list-style-type: none"> <li>• Possess a Master’s Degree in one of the following: education, psychology, counseling, nursing, social work, applied behavior analysis, behavioral medicine, speech and language, or rehabilitation; and have at least one (1) year of experience in the design and implementation of adaptive skills training plans.</li> </ul> <p>Service provider will provide Assistive Technology training services only.</p> |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$715,085.28 per year, or \$3,575,426.40 over the entire five (5) year term of the contract based on the cost statement and projected utilization of 6 hours per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 78 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$127.33 hourly rate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Adaptive Skills Training services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | Negotiated hourly rate of \$127.33 is based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost of \$127.33 is the same as the NLACRC median rate of \$127.33 per hour, and there is no Statewide Median rate. |
| 10. | <b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>    | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |





# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Callahan Assistive Technology And Disability Specialists LLC** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Callahan Assistive Technology And Disability Specialists LLC** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

### Callahan Assistive Technology and Disability Specialists

Vendor #: PL2222

Svc Code: 605

Date: 11/27/23

#### Other Vendorizations with Vendor's Tax Identification Number (TIN):

| Vendor # | Service Code | Service Code Description                          |
|----------|--------------|---------------------------------------------------|
| PL1453   | 102          | Individual Family Training (Used for Assessments) |

**Office Address:** 27217 Lancebrook Dr. Santa Clarita, CA 91351

**Service Description:** The purpose of Callahan ATDS, LLC services, is to promote the health and well-being of people with disabilities through assessment and training in the use of assistive technology as a means of learning functional skills such as to acquire, restore, transform, or advance their function in the areas of communication, independence, work readiness, self-regulation, self-care, and daily living skills.

CallahanATDS, will provide technical support and training on the specific equipment to individuals, and their supports (e.g. families, staff and related providers) primarily in the home, or upon exception approved in the IPP in community-based environments where the device will be used. Additionally, as part of their services, they can assist with recommendations for A.T. equipment acquisition, testing and installation of assistive devices and technology solutions. The goals of their services is to provide access to the right technology, training and supports to individuals of various ages and disabilities, to increase overall independence and quality of life.

**Service Area:** Santa Clarita Valley

#### **Staffing:** Assistive Technology Specialist

- Master's degree in AT or a related field and one year experience is preferred.
- Bachelor's degree in a related field and one year of experience in Assistive Technology or 100 hours of formal training in Assistive Technology with related experience and commitment to earn ATP certificate is the minimal qualification to be an Assistive Technology Specialist. (Note: Currently no B.S. degree in AT is available).
- Working towards \*RESNA or a CSUN ATP Certification possess one within two years of holding the assistive technology specialist position. (\*RESNA, ATP Certification requires a certain amount of hands-on training hours before you can test and testing dates are sporadic).

**Employment Component:** n/a

**Exceptional Conditions:** n/a



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New Professional Services Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>Gittelson Psychology Services Inc.</b><br>Vendor #: PL2213, Service Code: 056                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 3.  | <b>The Purpose of the Contract</b>                            | <p>The service provider will provide Interdisciplinary Assessment services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010.</p> <p>A regional center shall classify a vendor as a Individual or Family Training provider if the vendor provides, or obtains, training services to consumers and/or their family members as necessary to implement an objective in the individual's IPP and for which an existing Title 17 service code is unavailable.</p> <p>The service provider is primarily engaged in providing social assessments through this service code 056 vendorization.</p> |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.  | <b>The Total Amount of the Contract</b>                       | <p>Projected annual cost is \$10,800 per year, or \$54,000 over the entire five (5) year term of the contract based on a cost statement.</p> <p>The projected annual cost is based on a \$90.00 per session rate and the projected one session per consumer for a projected 10 consumers per month.</p>                                                                                                                                                                                                                                                                                                                                                           |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 10 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized Usual & Customary (U&C) rate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>      | Based on vendorization requirements under statute and regulation for Interdisciplinary Assessment services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

|     |                                                                                |                                                                                                                                                                                                                                                                                               |
|-----|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>  | <p>The statewide median rate for service code 056 for interdisciplinary assessments is \$105.96 per hour. However, provider qualifies for usual &amp; customary rate per 17 CCR, Section 57210(a)(19).</p> <p>Service provider's usual &amp; customary rate is \$90 per one-hour session.</p> |
| 10. | <b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                          |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Gittelson Psychology Services Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Gittelson Psychology Services Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Vendor Name:** Gittelson Psychology Services

**Vendor #:** PL2213

**Svc Code:** 056

**Date:** 11/27/23

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>                       |
|-----------------|---------------------|------------------------------------------|
| PL2212          | 785                 | Interdisciplinary Assessments            |
| PL2215          | 102                 | Individual and Family Training - pending |

**Service Address:** 12711 Ventura Blvd Ste 160 Studio Cite, CA 91604

**Service Description:** A regional center shall classify a vendor as an Interdisciplinary Assessment Service if the vendor provides specialized assessment to consumers. Provider solely provides social assessments.

**Service Area:** San Fernando Valley

**U&C Rate Comparison:** \$250/hour is average in the Los Angeles area for assessments provided by psychologist

**Median Rate:** Service code 056 has a median rate of \$163.01 per assessment effective January 1, 2023, which is the current rate for 4 NLACRC vendors.

**Staffing:** Services provided by Clinical Psychologist.

**Employment Component:** n/a

**Exceptional Conditions:** n/a



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New Nonresidential Negotiated Rate Agreement Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>Gittelson Psychology Services Inc.</b><br>Vendor #: PL2215, Service Code: 102                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 3.  | <b>The Purpose of the Contract</b>                            | <p>The service provider will provide Individual or Family Training services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010.</p> <p>A regional center shall classify a vendor as a Individual or Family Training provider if the vendor provides, or obtains, training services to consumers and/or their family members as necessary to implement an objective in the individual's IPP and for which an existing Title 17 service code is unavailable.</p> <p>The service provider is primarily engaged in providing social skills group for girls between ages of 4 and 15 through this service code 102 vendorization.</p> |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 5.  | <b>The Total Amount of the Contract</b>                       | <p>Projected annual cost is \$43,200 per year, or \$216,000 over the entire five (5) year term of the contract based on a cost statement.</p> <p>The projected annual cost is based on the \$90 rate per session and the projected 4 sessions per month per consumer for a projected 10 consumers per month.</p>                                                                                                                                                                                                                                                                                                                                                                                       |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 10 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized Usual & Customary (U&C) rate.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                               |                                                                                                                                                                                                                                                            |
|-----|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Individual or Family Training services.                                                                                                                                               |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | <p>The statewide median rate for service code 102 is \$81.72 per hour. However, provider qualifies for usual &amp; customary rate per 17 CCR, Section 57210(a)(19).</p> <p>Service provider's usual &amp; customary rate is \$90 per one-hour session.</p> |
| 10. | <b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>    | None                                                                                                                                                                                                                                                       |





# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Gittelson Psychology Services Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Gittelson Psychology Services Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Vendor Name:** Gittelson Psychology Services

**Vendor #:** PL2215- Individual and Family Training      **Svc Code:** 102      **Date:** 11/27/23

**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>            |
|-----------------|---------------------|-------------------------------|
| PL2212          | 785                 | Clinical Psychologists        |
| PL2213          | 056                 | Interdisciplinary Assessments |

**Service Address:** 12711 Ventura Blvd. Ste 160 Studio City, Ca. 91604

**Service Description:** A regional center shall classify a vendor as an Individual or Family Training provider if the vendor provides, or obtains, training services to consumers and/or their family members as necessary to implement an objective in the individual's IPP and for which an existing Title 17 service code is unavailable, including, but not limited to training regarding: prevention of sexual exploitation, parent and family support training to avert out-of-home placement. Individual or family training may include refresher training, as necessary to facilitate a safe, harmonious and stable home, and may be provided in groups, e.g., seminars and symposiums, or on an individual basis. Vendors shall ensure that trainers are credentialed and/or licensed as required by the State of California to practice in the field of training being offered.

Girls Squad is a group for children ages 4 to 15 years to develop/strengthen social skills, process emotions, and interact with peers led by clinical psychologist. Time-limited four sessions per series.

**U&C Rate Comparison:** cost, location

- Play skills group, \$120/week, Encino
- Social skills group, \$75/hour, Sylmar
- Social skills group, \$100/hour, Van Nuys
- Communication skills group, \$100/hour, Santa Clarita

**Median Rate:** Service code 102 has a median rate of \$81.72/hour effective January 1, 2023. None of the current NLACRC service providers have a rate based on this median rate.

**Service Area:** San Fernando Valley

**Staffing:** Services provided by Clinical Psychologist.



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New - Professional Services Agreement, Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>Hola Clinic Bilingual Speech Language Pathology, Inc</b><br>Vendor Number PL2236, Service Code 116                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3.  | <b>The Purpose of the Contract</b>                            | <p>Contractor will provide Early Start Specialized Therapeutic Services to consumers aged birth to thirty-six (36) months who require specialized services as deemed necessary based on informed clinical opinion. The services must be identified in the Individualized Family Service Plan. Early Start Specialized Therapeutic Services include, but are not limited to: services necessary to increase or maintain health and/or developmental progress; and, when provided as ancillary to these services, family and/or individual education and training; family support and counseling; provider travel; interagency consultation; and consultation with and training for other involved professionals. Vendors shall be individuals offering these services, and shall ensure possession of licenses, certifications and/or credentials as required by the State of California to practice in the field being offered. In addition, the vendor shall have at a minimum, one year's experience working with persons with developmental disabilities.</p> <p>Service delivery available in English or Spanish for Consumers in Antelope Valley only.</p> |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$151,297.68 per year, or \$756,488.40 over the entire five (5) year term of the contract based on a cost statement and projected utilization of 8 hours per month per consumer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 15 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-----|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized median rates.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Early Start Specialized Therapeutic Services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | <p>Negotiated Median hourly rates based on a cost statement as follows:</p> <p>\$127.15/HD – Assessment<br/>Bilingual Speech, Hearing, and Language Services:</p> <ul style="list-style-type: none"> <li>- \$143.12/HD (1:1 ratio)</li> <li>- \$72.68/HD (1:2 ratio)</li> <li>- \$68.46/HD (1:3 ratio)</li> </ul> <p>The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is higher than the statewide median rate. Provider agrees to accept the statewide median rate.</p> |
| 10. | <b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>    | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Professional Services Agreement (“Contract”) for **Hola Clinic Bilingual Speech Language Pathology, Inc, a California corporation** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Hola Clinic Bilingual Speech Language Pathology, Inc, a California corporation** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Vendor Name:** Hola Clinic

**Vendor #:** PL2236

**Svc Code:** 116

**Date:** 11/27/23

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>            |
|-----------------|---------------------|-------------------------------|
| PL2106          | 707                 | Speech Pathology (Chatsworth) |

**Office Address:** 8399 Topanga Canyon Blvd, #309, West Hills, CA 91304

**Service Description:** They will serve consumers who have developmental delays in the areas of physical development, cognitive development and social or emotional development. Goals are to assess children from birth to 3 years old, to identify the presence of a developmental delay.

Hola Clinic will provide home-based (or other natural environments) speech pathology assessments and services to children aged 0-3 in the NLACRC catchment area, in both Spanish and English, and ensure these children make gains toward their language and speech development.

**Service Area:** Antelope Valley

**Staffing:** 1:1, 1:2 and 1:3

**Employment Component:** N/A

**Exceptional Conditions:** None



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New Nonresidential Negotiated Rate Agreement, Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | <b>Liberty Behavioral &amp; Community Services Inc.</b><br>Vendor Number: PL2218, Service Code: 055                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3.  | <b>The Purpose of the Contract</b>                            | The service provider will provide Community Integration Training services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide community integration training to adult consumers that includes, but is not limited to, assistance with acquisition, retention, or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the consumer resides. Services shall normally be furnished 4 or more hours per day on a regularly scheduled basis, for one or more days per week unless provided as an adjunct to other day activities included in the consumer's IPP. |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 1, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$2,571,657.60 per year, or \$12,858,288.00 over the entire five (5) year term of the contract based on the cost statement.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 45 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate for each ratio: \$32.20 per hour (1:1), \$22.65 per hour (1:2), and \$22.16 per hour (1:3).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>      | Based on vendorization requirements under statute and regulation for Community Integration Training Program services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | <p><b>Method or Process Utilized to Establish the Rate or the Payment Amount</b></p>  | <p>Negotiated hourly rates are based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is \$32.96 per hour, the NLACRC median rate is \$33.46 per hour, and the statewide median rate is \$32.20 per hour. Provider agrees to accept the \$32.20 per hour statewide median rate. For 1:2 and 1:3 ratio services, the provider’s stated cost is the same as the statewide median rate of \$22.65 per hour (1:2), and \$22.16 per hour (1:3) and there is no NLACRC median rate.</p> |
| 10. | <p><b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b></p> | <p>None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |





# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Liberty Behavioral & Community Services Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Liberty Behavioral & Community Services Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

**Liberty Behavioral & Community Services Inc.**

**Vendor #: PL2218**

**Svc Code: 055**

**Date: 11/27/23**

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>                         |
|-----------------|---------------------|--------------------------------------------|
| PL2219          | 117                 | Specialized Therapeutic Services - pending |
| HL1060          | 880                 | Supplemental Transportation - pending      |

**Office Address:** 16501 Ventura Blvd, Suite 443, Encino CA, 91436

**Service Description:** A regional center shall classify a vendor as a Community Integration Training Program provider if the vendor provides community integration training that includes, but is not limited to, assistance with acquisition, retention, or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the consumer resides. Services shall normally be furnished 4 or more hours per day on a regularly scheduled basis, for 1 or more days per week unless provided as an adjunct to other day activities included in a consumer's IPP. Community integration training shall focus on enabling the consumer to attain or maintain his or her maximum functional level and shall be coordinated with any physical, occupational, or speech therapies listed in the IPP. In addition, community integration training may serve to reinforce skills or lessons taught in school, therapy, or other settings.

"At Liberty, we envision a future where individuals with developmental disabilities live fully integrated lives within their community. They will have opportunities to share in all aspects of a full, productive, personally meaningful and satisfying life. The program goals will include promoting and increasing self-advocacy, job searching and possible employment, money management skills, and volunteer opportunities."

"The desired outcome for every individual enrolled in the Community Integration Training Program will be for each participant to develop sufficient social / coping skills or strategies of support that will enable transition into other learning or work environments that provide a lower level of staff support."

**Service Area:** San Fernando Valley

**Staffing:** 1:1, 1:2, and 1:3 ratio services provided by Registered Behavior Technicians (RBT)

**Employment Component:**

- 1:1 ratio activities include practicing supported work skills
- 1:2 ratio activities will create more opportunities for independence in task completion and socialization and prepare the individuals for supported work opportunities.
- 1:3 ratio activities focus primarily on supported volunteer and/or work skills needed to be successful in volunteer placement and/or supported employment

**Exceptional Conditions:** None



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New Professional Services Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | Liberty Behavioral and Community Services Inc.<br>Vendor #: PL2220 Service Code: 117                                                                                                                                                                                                                                                                                                                                                                                                         |
| 3.  | <b>The Purpose of the Contract</b>                            | Contractor will provide Specialized Therapeutic Services to adult consumers who require specialized services across three components: 1) mental health services provided by psychologists, 2) behavioral services provided by a Board Certified Behavior Analysts (BCBA), and 3) health services provide by LVNs, as deemed necessary based on informal clinical opinion, including review by a regional center clinician. These services must be identified in the Individual Program Plan. |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$3,427,927.36per year, or \$17,139,636.80 over the entire five (5) year term of the contract based on the cost statement.                                                                                                                                                                                                                                                                                                                                          |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 42 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$130.28 rate.                                                                                                                                                                                                                                                                                                                             |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>      | Based on vendorization requirements under statute and regulation for Specialized Therapeutic Services.                                                                                                                                                                                                                                                                                                                                                                                       |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

|     |                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | <p><b>Method or Process Utilized to Establish the Rate or the Payment Amount</b></p>  | <p>Negotiated hourly rate of \$130.28 is based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is the same as the statewide median rate of \$130.28 and there is no NLACRC median rate.</p> |
| 10. | <p><b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b></p> | <p>Services used in conjunction with PL2218-055, community integration training services.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Liberty Behavioral & Community Services Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Liberty Behavioral & Community Services Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

**Liberty Behavioral & Community Services Inc.**

**Vendor #: PL2219**

**Svc Code: 117**

**Date: 11/27/23**

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b>                       |
|-----------------|---------------------|------------------------------------------|
| PL2218          | 055                 | Community Integration Training - pending |
| HL1060          | 880                 | Supplemental Transportation - pending    |

**Office Address:** 16501 Ventura Blvd, Suite 443, Encino CA, 91436

**Service Description:** A regional center shall classify a vendor as a Specialized Therapeutic Services provider if the person provides services for consumers ages twenty-one and over who require specialized services, as deemed necessary based on informal clinical opinion, including review by a regional center clinician. These services must be identified in the Individual Program Plan. To be vendored under this service code, the provider shall have at a minimum, one year's experience working with persons with developmental disabilities. Regional centers must obtain and maintain validation of this experience.

"At Liberty, we envision a future where individuals with developmental disabilities live fully integrated lives within their community. They will have opportunities to share in all aspects of a full, productive, personally meaningful and satisfying life. The program goals will include promoting and increasing self-advocacy, job searching and possible employment, money management skills, and volunteer opportunities."

"The desired outcome for every individual enrolled in the Community Integration Training Program will be for each participant to develop sufficient social / coping skills or strategies of support that will enable transition into other learning or work environments that provide a lower level of staff support."

The Specialized Therapeutic Services (PL2219-117) will be used to support participants attending the community integration training program to facilitate their safe access to the community.

**Service Area:** San Fernando Valley

**Staffing:** Services provided by licensed psychologists, BCBAs and LVNs

**Employment Component:**

- 1:1 ratio activities include practicing supported work skills
- 1:2 ratio activities will create more opportunities for independence in task completion and socialization and prepare the individuals for supported work opportunities.
- 1:3 ratio activities focus primarily on supported volunteer and/or work skills needed to be successful in volunteer placement and/or supported employment

**Exceptional Conditions:** None



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                    | Contract Summary                                                                                                                                                                                                                                                                                                                                                      |
|-----|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                  | New or Amendment,<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                       |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                  | <b>Talk4Me Speech Therapy, Inc.</b><br>Vendor Number: PL2214, Service Code: 707                                                                                                                                                                                                                                                                                       |
| 3.  | <b>The Purpose of the Contract</b>                                             | The vendor shall provide speech pathology services. The vendor is a speech pathologist who is validly licensed as a speech pathologist by the Speech Pathology and Audiology Examining Committee of the Medical Board of California; and provides: 1. Diagnostic screening; and 2. Preventative and corrective therapy for persons with speech or language disorders. |
| 4.  | <b>The Contract Term</b>                                                       | Five (5) year contract effective December 1, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                          |
| 5.  | <b>The Total Amount of the Contract</b>                                        | Projected annual cost is \$54,495.36 per year, or \$272,476.82 over the entire five (5) year term of the contract based on average utilization of similar vendorizations – the service code 707 new vendors vendored in the last five years.                                                                                                                          |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                           | Projected 6 consumers per month.                                                                                                                                                                                                                                                                                                                                      |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                   | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized Schedule of Maximum Allowances (SMA) rates per consumer:<br><ul style="list-style-type: none"> <li>- Evaluation: \$140.37 per visit</li> <li>- Therapy (one hour): \$76.14 per visit</li> </ul>                     |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                       | Based on vendorization requirements under statute and regulation for Speech Pathology services.                                                                                                                                                                                                                                                                       |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>  | The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), 17 CCR, Section 57332(b)(25).                                                                                                                                                                                                                                 |
| 10. | <b>Exceptional Conditions or Terms: Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                                                                                                  |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Professional Services Agreement (“**Agreement**”, or “**Contract**”) for **Talk4Me Speech Therapy, Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Talk4Me Speech Therapy, Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

\_\_\_\_\_  
Lillian Martinez, Board Secretary

\_\_\_\_\_  
November 30, 2023  
Date



**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Talk4Me Speech Therapy, Inc.**

**Vendor #: PL2214**

**Svc Code: 707**

**Date: 9/22/23**

**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b> |
|-----------------|---------------------|--------------------|
| n/a             |                     |                    |

**Office Address:** 27240 Turnberry Lane, Suite 200, Valencia, CA 91355

**Service Description:** Gabrielle Johnson, Speech-Language Pathologist, will provide home-based services to consumer up to the age of 3. Services can be provided in English and American Sign Language.

**Service Area:** San Fernando Valley, Santa Clarita Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** n/a



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                   | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b> | New Vendorization<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2.  | <b>The Name of Vendor or Service Provider</b>                 | New Horizons: Serving Individuals with Special Needs<br>Vendor #: PL2151 Service Code: 055                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3.  | <b>The Purpose of the Contract</b>                            | The service provider will provide Community Integration Training services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide community integration training to adult consumers that includes, but is not limited to, assistance with acquisition, retention, or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the consumer resides. Services shall normally be furnished 4 or more hours per day on a regularly scheduled basis, for one or more days per week unless provided as an adjunct to other day activities included in the consumer's IPP. |
| 4.  | <b>The Contract Term</b>                                      | Five (5) year contract effective December 1, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 5.  | <b>The Total Amount of the Contract</b>                       | Projected annual cost is \$4,785,638.40 per year, or \$23,928,192.00 over the entire five (5) year term of the contract based on the cost statement provided for all ratios.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>          | Projected 150 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                  | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate listed for each ratio as listed below: <ul style="list-style-type: none"> <li>- \$32.20 per hour (1:1)</li> <li>- \$22.16 per hour (1:2)</li> <li>- \$22.08 per hour (1:3)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                           |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

|     |                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                      | Based on vendorization requirements under statute and regulation for Community Integration Training Program services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b> | <p>Negotiated hourly rates are based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.”</p> <p>For 1:1 ratio services, the NLACRC median rate is \$33.46, the provider’s stated cost is \$33.24, and the statewide median rate is \$32.20 per hour. The provider agrees to accept the statewide median rate.</p> <p>For 1:2 ratio services, the provider’s stated cost (\$22.16) is lower than the statewide median rate of \$22.65 per hour. There is no NLACRC median rate.</p> <p>For 1:3 ratio services, the provider’s stated cost (\$22.08) is lower than the statewide median rate of \$22.16 per hour. There is no NLACRC median rate.</p> |
| 10. | <b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>    | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Contract**”) for New Horizons: Serving Individuals with Special Needs and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and New Horizons: Serving Individuals with Special Needs was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

### Other Vendorizations with Vendor’s Tax Identification Number (TIN):

| Vendor # | Service Code | Service Code Description                 |
|----------|--------------|------------------------------------------|
| PL0893   | 055          | Community Integration Training Program   |
| PL1373   | 091          | In-Home Day Program                      |
| PL1911   | 109          | Supplemental Residential Program Support |
| PL1912   | 109          | Supplemental Residential Program Support |
| PL0750   | 109          | Supplemental Residential Program Support |
| PL1913   | 109          | Supplemental Residential Program Support |
| H01025   | 505          | Activity Center                          |
| HL0521   | 520          | Independent Living Services              |
| HL0456   | 880          | Transportation Additional Component      |
| H17549   | 915          | Residential Facility                     |
| H32627   | 930          | ICF                                      |
| H32628   | 930          | ICF                                      |
| H32818   | 930          | ICF                                      |
| HL0316   | 950          | SEP-Group                                |
| HL0317   | 952          | SEP-Ind                                  |

**Vendor Name:** New Horizons  
**Vendor Number:** PL2151  
**Service Code:** 055  
**Service Code Description:** Community Integration Training

**Service Address:** 15725 Parthenia St.  
 North Hills, Ca. 91343

### Service Description:

The purpose and goal of the New Horizons Community Integration Program is to provide our Members with as much personal choice as possible while we support them in meeting their wants, needs, goals, and dreams. All individuals, regardless of ability, must be respected and provided every opportunity to play the central role in determining what happens in their lives. New Horizons takes our role in supporting Members very seriously. The Community Integration Program are the services that will support Members with experiences. The experiences are to expose Members to possibilities, build independence, and gain confidence in utilizing their voice. The services will support Members to determine what they want their lives to be comprised of in terms of vocational, community, and learning experiences.

### Staffing:

The Community Integration Program will offer variable staffing ratios to better meet the needs of the diverse population we support. The program will offer the following ratios:

**1:3 Ratio** The 1:3 staffing ratio is for those Members who are able to comprehend and follow simple directions, take care of their personal needs independently, and do not need any physical assistance or accommodation to navigate different sites. These are Members who are able to conduct themselves in a manner that would be considered generally appropriate and safe in a community setting with minimal supervision.

- 1:2 Ratio** The 1:2 staffing ratio is for Members who have moderate risk factors, need more direction, support and supervision to safely participate in community-based activities. Some of the impacting factors might be mobility, partial vision loss, difficulty comprehending verbal directions, occasional incontinence, limited attention span and behavioral challenges that can be resolved through verbal redirection but require proactive monitoring to prevent more significant escalation.
- 1:1 Ratio** The 1:1 staffing ratio is for Members that require 1:1 supports due to risk factors, supervision needs to provide for safety and supports in community-based activities, or other circumstances that require a higher level of support.

**Rationale for tiered staffing ratios:**

The 1:3 staffing ratio will be for the Members that are generally able to work cooperatively with others and are able to follow directions and safety protocols in the community on a reliable basis.

The 1:2 staffing ratio will be requested for individuals who are motivated to work and participate in community activities but require more supervision due to safety issues.

The 1:1 ratio will be requested when there is a higher level of support needed.

- ❖ Note: For those individuals who are participating in a paid internship or customized employment arrangement that does not qualify for DOR funding, additional staffing may be required to insure their chance of success. Level of support to be evaluated every 6 months.



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                        | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                      | New - Coordinated Family Supports Agreement<br>Purchase of Service (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                      | <b>Future Transitions Inc.</b><br>Vendor Number: PL2238, Service Code: 076                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3.  | <b>The Purpose of the Contract</b>                                                 | Contractor provides Coordinated Family Support (CFS) Services pursuant to the State’s Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home. |
| 4.  | <b>The Contract Term</b>                                                           | Five (5) year contract effective December 01, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5.  | <b>The Total Amount of the Contract</b>                                            | Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations.                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                               | Projected 5 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                       | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate.                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                           | Based on vendorization requirements under statute and regulation for Coordinated Family Support services.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>      | DDS Set Rate as established on DDS directive dated January 27, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 10. | <b>Exceptional Conditions or Terms:<br/>Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Coordinated Family Support Agreement (“Contract”) for **Future Transitions Inc.** Services and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Future Transitions Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date



## NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

**Vendor Name:** Future Transitions

**Vendor #:** PL2238

**Svc Code:** 076

**Date:** 11/27/23

### Other Vendorizations with Vendor's Tax Identification Number (TIN):

| Vendor # | Service Code | Description                   |
|----------|--------------|-------------------------------|
| PL1168   | 896          | Supported Living              |
| PL0389   | 028          | Adaptive Skills               |
| PL0398   | 102          | Individual and Family Therapy |
| HL0117   | 520          | Independent Living            |
| PL0706   | 108          | Parenting Support Services    |

**Service Address:** 44859 10<sup>th</sup> St. W. Lancaster, Ca. 93534

**Service Description:** A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person's home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer's diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

**Service Area:** Antelope Valley

**Staffing:** 1:1



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                        | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                      | New Coordinated Family Supports Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                      | <b>Mysti's Adult and Family Services</b><br>Vendor Number: PL2241, Service Code: 076                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 3.  | <b>The Purpose of the Contract</b>                                                 | Contractor provides Coordinated Family Support (CFS) Services pursuant to the State's Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home. |
| 4.  | <b>The Contract Term</b>                                                           | Five (5) year contract effective December 1, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 5.  | <b>The Total Amount of the Contract</b>                                            | Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations.                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                               | Projected 5 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                       | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate.                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                           | Based on vendorization requirements under statute and regulation for Coordinated Family Supports services.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>      | DDS Set Rate as established on DDS directive dated January 27, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 10. | <b>Exceptional Conditions or Terms:<br/>Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Coordinated Family Supports Agreement (“Contract”) for **Mysti's Adult and Family Services** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Mysti's Adult and Family Services** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Vendor Name: Mysti’s Adult and Family Services**

**Vendor #: PL2241**

**Svc Code: 076**

**Date: 11/27/23**

**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b> |
|-----------------|---------------------|--------------------|
| n/a             |                     |                    |

**Service Address:** 25000 Stanford Ave Ste. 138 Santa Clarita, Ca 91355

**Service Description:** A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person’s home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer’s diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

**Service Area:** Santa Clarita Valley/ San Fernando Valley

**Staffing:** 1:1



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 www.nlacrc.org

## Contract Summary and Board Resolution

| No. | Description                                                                        | Contract Summary                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|-----|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | <b>Contract Overview:<br/>(New or Amendment) (POS or OPS)</b>                      | New Coordinated Family Supports Agreement<br>Purchase of Services (POS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 2.  | <b>The Name of Vendor or Service Provider</b>                                      | <b>Pathways for Empowerment LLC</b><br>Vendor Number: PL2237, Service Code: 076                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3.  | <b>The Purpose of the Contract</b>                                                 | Contractor provides Coordinated Family Support (CFS) Services pursuant to the State’s Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home. |
| 4.  | <b>The Contract Term</b>                                                           | Five (5) year contract effective December 1, 2023 through November 30, 2028.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 5.  | <b>The Total Amount of the Contract</b>                                            | Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations.                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.  | <b>The Total Proposed Number of Consumers Served</b>                               | Projected 5 consumers per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 7.  | <b>The Rate of Payment or Payment Amount</b>                                       | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate.                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | <b>Method or Process Utilized to Award the Contract.</b>                           | Based on vendorization requirements under statute and regulation for Coordinated Family Supports services.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | <b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>      | DDS Set Rate as established on DDS directive dated January 27, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 10. | <b>Exceptional Conditions or Terms:<br/>Yes/No<br/>If Yes, provide explanation</b> | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |



# North Los Angeles County Regional Center

Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 [www.nlacrc.org](http://www.nlacrc.org)

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Coordinated Family Supports Agreement (“Contract”) for **Pathways for Empowerment LLC** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Pathways for Empowerment LLC** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **November 30, 2023**.

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Consumer & Community Services Officer, Chief Financial Officer, or Chief Information Officer, and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of the NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by NLACRC’s Executive Committee on behalf of the Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

---

November 30, 2023

Date

**NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY**

**Vendor Name: Pathways for Empowerment LLC**

**Vendor #: PL2237**

**Svc Code: 076**

**Date: 11/27/23**

**Other Vendorizations with Vendor's Tax Identification Number (TIN):**

| <b>Vendor #</b> | <b>Service Code</b> | <b>Description</b> |
|-----------------|---------------------|--------------------|
| n/a             |                     |                    |

**Service Address:** 7108 DeSoto Avenue, #206E, Canoga Park, CA 91303

**Service Description:** A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person's home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer's diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

**Service Area:** San Fernando Valley

**Staffing:** 1:1

North Los Angeles County Regional Center  
**Recruiting Committee Meeting Minutes**

December 7, 2023

**Present:** Ana Quiles, Brian Gatus, Lillian Martinez, Leticia Garcia, David Coe, Suad Bisogno, Alma Rodriguez, Anna Hurst - Committee Members

Parita Burmee, Vini Montague– Staff Members

Angela Gardner - WDS, Jasmine Barrios -Minutes Services - Guests

**Absent:**

---

**I. Call to Order**

Ana Quiles called the meeting to order at 6:01 pm.

**II. Consent Items**

A. Approval of Agenda

**M/S/C** (L. Martinez/D. Coe) To approve the agenda as presented.

**II. Committee Business**

A. Select recruitment strategy for the Executive Director

Parita Burmee explained that the Committee has two options regarding recruitment strategy. The first option would be an "internal search." This could consist of NLA posting the job opening on ADP's job site and various other sites to search for a candidate. The second option would be to utilize a recruiting agency to conduct the applicant search.

After discussion, it was determined that NLA will utilize a recruitment agency for this process. Parita Burmee will create a spreadsheet that outlines the process, timeline and cost of available agencies. This information will be emailed to the Committee by December 8, 2023. It was noted that NLA made contact with other regional centers in the area to determine what agency they have utilized in the past.

The Committee will review the options for recruitment agencies and will be prepared to discuss them at the next Committee meeting on December 14, 2023.

**M/S/C** (L. Martinez/B. Gatus) To approve the utilization of a recruitment agency as the recruitment strategy for the Executive Director recruitment search.



B. Finalize Executive Director Recruitment Plan

Ana Quiles outlined two options for the Committee to choose regarding the Recruitment Plan. Option 1 would entail the Committee determining the time table, to be sent to the Executive Committee to vote on behalf of the Board before submission to DDS. The second option would include Parita requesting an extension on the deadline and to provide DDS with a draft that will be posted on the NLA website to get feedback from the Community.

**M/S/C** (L. Garcia/B. Gatus) To approve the notice of extension to be sent to DDS and to determine a draft of the plan to be posted for community feedback.

Parita will contact DDS in regards to the extension.

After discussion, the following determinations were made in regards to the Recruitment Plan timeline:

- Executive Search Committee - December 7, 2023
- Budget - December 30, 2023
- Review and Select Executive Recruitment Firm - December 7, 2023
- Contract - January 5, 2024
- Recruitment Timeline - June 15, 2024
- Interview Panel/Selection Committee - January 26, 2024
- Application Screening - February-March 2024
- Interviews and Assessment - April 2024
- Offer and Negotiation - April-May 2024
- Onboarding - March 2024
- Communication - April 2024
- Documentation - ongoing
- Transition Plan - January 19, 2024
- Follow Up - ongoing

It was noted that instances of "Executive Committee" under the Interview Panel/Selection Committee section will be revised to the "Recruiting Committee". Parita will revise the document as per the discussion and will send to the Committee via email by December 8, 2023. This information will also be sent to Board Support to be included in their next meeting packet.

C. Determine timing of message to community regarding Executive Director's Departure

It was determined that it would be appropriate for communication regarding the Executive Director's departure and search announcement will come on behalf of the Board President via email blast, NLA website and News You can Use Forums. The first communication will be sent out by December 12, 2023. The mid-point communication will be when an interim Director has been identified and a third, when a new Executive Director has been selected and is transitioning into the role. Further communication

will be determined by the Committee as milestones are reached in the recruitment search.

Ana Quiles will confer with Angela Gardner in regard to the verbiage of communication.

D. Critical Calendar Update

The Committee was asked to meet on December 14th at 6:00 pm and determined to work via email in order to address urgent matters regarding recruitment.

**M/S/C** (D. Coe/L. Martinez) To approve an agreement for the Committee to continue working via email in order to make decisions in a timely manner as it relates to the timeline.

**M/S/C** (B. Gatus/L. Martinez) To approve the Committee to meet on December 14, 2023 at 6pm.

**IV. Board Meeting Agenda Items**

The following items were identified for the Committee's section of the next Board Meeting agenda:

A. Minutes of the December 7th Meeting

**V. Adjournment**

Ana Quiles, Committee Chair, adjourned the meeting at 7:10 p.m.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\* The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



North Los Angeles County Regional Center  
**Recruiting Committee Meeting Minutes**

December 14, 2023

**Present:** Ana Quiles, Brian Gatus, Lillian Martinez, Leticia Garcia, David Coe, Suad Bisogno, Alma Rodriguez, Anna Hurst - Committee Members

Parita Burmee, Vini Montague– Staff Members

Jasmine Barrios -Minutes Services - Guest

**Absent:**

---

**I. Call to Order**

Ana Quiles called the meeting to order at 6:02 pm.

**II. Consent Items**

A. Approval of Agenda

There was no agenda presented at the meeting. Ana Quiles identified the items on the agenda as being A. Recommendation for Recruitment Agency and B. Finalize Dates for Recruiting Committee Meetings. The Committee agreed with the agenda.

**M/S/C** (A. Rodriguez/L. Martinez) To approve the agenda as presented.

B. Approval of Minutes - deferred

**II. Committee Business**

A. Recommendation for Recruitment Agency

The Committee discussed the different recruiting agencies, and Parita Burmee shared that four agencies are being proposed. As part of the discussion, Vini Montague proposed that the Committee use the RFP Process Candidate Questions and Rating System in order to help the Committee narrow down its decision.

**M/S/C** (D. Coe/L. Martinez) To approve the implementation of the RFP Interview and rating system to determine the right agency.

After the vote, Brian Gatus proposed that the Committee take the time to determine whether an agency during this meeting would be the most efficient means to meet the goals of the Committee in the best interest of time, as all our agencies are reputable.

After continued discussion, the Committee agreed and determined to go with Egno Zehnder as the top agency. Vini clarified that NLA will negotiate the contract terms and

will continue to do so once it reaches that stage.

**M/S/C** (B. Gatus/L. Martinez) To recommend Egno Zehnder as the NLA Executive Director Recruitment agency.

Ana will work to bring Amy (last name?) from ARCA to meet with the Committee to discuss the recruitment process and what other regional centers have experienced, learned, etc.

Once the contract is signed, Parita will arrange with the rep for Egno to come to the next Committee meeting.

**B. Finalize Dates for Recruiting Committee Meetings**

The recommendation for meetings going forward is to be held on Mondays at 6pm, in the instance that a holiday lands on a Monday, the meeting will be held the subsequent Tuesday of that week.

**M/S/C** (S. Bisogno/L. Martinez) To approve Mondays for Recruitment Committee Meetings with the exception of holidays, which will move the meeting to the subsequent Tuesday of the same week.

**IV. Board Meeting Agenda Items**

The following items were identified for the Committee's section of the next Board Meeting agenda:

**A. Minutes of the December 14th Meeting**

**V. Adjournment**

Ana Quiles, Committee Chair, adjourned the meeting at 6:42 p.m.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\* The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



North Los Angeles County Regional Center  
**Recruiting Committee Meeting Minutes**

December 18, 2023

**Present:** Ana Quiles, Leticia Garcia, David Coe, Lillian Martinez, Alma Rodriguez, Brian Gatus - Committee Members

Arezo Abedi, Parita Burmee, Vini Montague– Staff Members

Angela Gardner – WDS Inc., Hannah Aldeen -Minutes Services - Guests

**Absent:**

---

**I. Call to Order**

Ana Quiles called the meeting to order at 6:02 pm.

**II. Consent Items**

A. Approval of Agenda - *deferred*

**M/S/C** (A. Rodriguez/L. Martinez) To approve the agenda as presented.

B. Approval of Minutes - *deferred*

**III. Committee Business**

A. Determine a method for getting community input

The Committee discussed how to increase community input through several different routes.

Angela Gardner, from WDS Inc., led a discussion about how some community members had felt about giving input during NLACRC meetings, both those who wanted to speak during meetings but could not and those who were uncomfortable sharing publicly. Leticia Garcia suggested hosting a town hall event so people could share openly.

Ana Quiles stated a motion had previously been made to carry out the focus group and survey. A town hall event could be added after those items. Angela Gardner reviewed what would be involved in all three of those items.

The Committee discussed potential questions to include in the survey, including demographics, awareness of community culture, and modified interview questions as presented. It was noted that a Strategic Planning survey had already been conducted.

A focus group was suggested for stakeholders, while a town hall was suggested for the community. Stakeholders included the Family Resource Center, SDP, union representation, VAC, ICC, Best Start, Antelope Valley Partners in Health, CBOs, Disability Rights Advocates, and the State Council for developmental disabilities.

Ana Quiles stated the goal was to complete the survey and focus group by mid-January and hold the town hall after the January Board meeting. David Coe noted that there may not be enough time.

**M/S/C** (L. Garcia/B. Gatus) To include two town hall sessions in the community input process. Ana Quiles opposed. Motion passed.

**M/S/C** (D. Coe/L. Garcia) To remove the survey from the community input process. Lillian Martinez abstained. Ana Quiles opposed. Motion passed.

The community input process will include two town hall sessions, one internal and one external, as well as a stakeholder focus group.

Action Item: Ana Quiles and Angela Gardner will schedule the focus group and town hall sessions.

#### **IV. Executive Committee Meeting Agenda Items**

The following items were identified for the Committee's section of the next Executive Committee Meeting agenda:

A. ARCA Experience

#### **V. Adjournment**

Ana Quiles, Committee Chair, adjourned the meeting at 7:13 p.m.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\* The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



## NLACRC Board of Trustees Executive Director Recruitment Plan

| Action                                                                                                                                                  | Timeline                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Executive Search Committee</b>                                                                                                                       |                                                                                                                                                                                                                                                                                  |
| Assemble a Recruitment Committee responsible for overseeing the process, including board members and HR staff. Select firm to conduct executive search. | Recruitment Committee was selected on November 30, 2023 and the members are: Ana Quiles, Anna Hurst, Alma Rodriguez, Brian Gatus, David Coe, Liliana Martinez, Suad Bisogno, Lety Garcia, Vini Montague, Parita Burmee.<br><br>Search Firm will be selected by December 14, 2023 |
| <b>Budget</b>                                                                                                                                           |                                                                                                                                                                                                                                                                                  |
| Establish a budget for recruitment expenses, including executive search firm, background checks, and candidate travel, if necessary.                    | By December 31, 2023                                                                                                                                                                                                                                                             |
| <b>Review and Select Executive Recruitment Firm</b>                                                                                                     |                                                                                                                                                                                                                                                                                  |
| Human Resources to obtain bids from executive search firms; Recruitment Committee to select firm; Human Resources and CFO to initiate contract.         | By December 7, 2023                                                                                                                                                                                                                                                              |
| <b>Contract:</b>                                                                                                                                        |                                                                                                                                                                                                                                                                                  |
| Establish contract with the executive search firm.                                                                                                      | By January 5, 2024                                                                                                                                                                                                                                                               |
| <b>Recruitment Timeline</b>                                                                                                                             |                                                                                                                                                                                                                                                                                  |
| Establish recruitment timeline; average amount of time to fill estimated at 3 – 5 months.                                                               | By June 2024                                                                                                                                                                                                                                                                     |
| <b>Interview Panel/Selection Committee</b>                                                                                                              |                                                                                                                                                                                                                                                                                  |
| Recruitment Committee to establish interview panel and review Executive Director Interview Guide and written assessment.                                | By January 26, 2024                                                                                                                                                                                                                                                              |
| <b>Application Screening</b>                                                                                                                            |                                                                                                                                                                                                                                                                                  |
| Search Firm to vet candidates and present to Recruitment Committee candidates identified for interviewed.                                               | February 2024 to March 2024                                                                                                                                                                                                                                                      |
| <b>Interviews and Assessment</b>                                                                                                                        |                                                                                                                                                                                                                                                                                  |
| Search Firm to present candidate assessments and coordinated Zoom or in-person interviews.                                                              | February 2024 to March 2024                                                                                                                                                                                                                                                      |
| <b>Offer and Negotiation:</b>                                                                                                                           |                                                                                                                                                                                                                                                                                  |
| Extend an offer to the selected candidate, and be prepared for negotiations regarding compensation, benefits, and other terms.                          | April 2024 to May 2024<br>Contingent on Search                                                                                                                                                                                                                                   |

|                                                                                                                                                                     |                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b>Onboarding<sup>1</sup></b>                                                                                                                                       |                     |
| Review DDS' onboarding plan and finalize plan specific to NLACRC for executive director's onboarding to the organization.                                           | By March 2024       |
| <b>Communication</b>                                                                                                                                                |                     |
| Inform candidates of their status in the process, even those who were not selected.<br><br>Inform candidates not selected by email as soon as the decision is made. | By April 2024       |
| <b>Documentation</b>                                                                                                                                                |                     |
| Maintain accurate records of the recruitment process for legal and accountability purposes.                                                                         | Ongoing             |
| <b>Transition Plan</b>                                                                                                                                              |                     |
| Prepare for the outgoing executive director's transition, ensuring a seamless handover of responsibilities.                                                         | By January 19, 2024 |
| <b>Follow-Up</b>                                                                                                                                                    |                     |
| Continue to engage with the new executive director to facilitate their integration and support their success in the role.                                           | On Going            |

---

1



North Los Angeles County Regional Center  
**Government & Community Relations Committee Meeting Minutes**

October 18, 2023

**Present:** Anna Hurst, Cathy Blin, David Coe, Nicholas Abrahms, Vivian Seda, Jodie Agnew-Navarro, Sharmila Brunjes, Curtis Wang, Juan Hernandez – Committee Members

Ruth Janka, Kimberly Visokey, Chris Whitlock, Vini Montague, Cristina Preuss, Evelyn McOmie, Arezo, Abedi– Staff Members

Michelle Heid – Legucator, Leticia Garcia- Board Member, Ana Quiles- Board President, Jasmine Barrios- Minutes Services - Guests

**Absent:** Michael Costa

---

**I. Call to Order & Introductions**

David Coe called the meeting to order at 6:01 pm.

David introduced new Committee Member, Juan Hernandez to the group. In addition, Kimberly Visokey was introduced as the new Board Support Administrative Assistant.

**II. Public Input**

No public input

**III. Consent Items**

**A. Approval of Agenda**

Ana Quiles requested that Item E. Little Rock Christmas Parade be added under Committee Business.

**M/S/C** (N. Abrahms/A. Quiles) To approve the agenda as revised

**B. Approval of Minutes from the August 16th Meeting**

**M/S/C** (C. Wang/J. Koster) To approve the meeting minutes as presented

**IV. Committee Business**

**A. Finalize of Board’s Legislative Priorities for FY2023-24–Michelle Heid**  
David presented the information as presented in the packet. There were no additions or actions were required at this time.

**B. Proposed Legislative Activities– Michelle Heid**

October 18, 2023

### 1. Candidates Forum

After discussion, it was decided that a Candidates Forum will be held in October 2024. Board Support will add this item to the January Committee Meeting agenda to determine if the Forum will be held in-person or virtually. NLA will determine a staff member to serve as an emcee for the Forum, will need to determine resources for registration assistance and will look into possible venues for the Forum if it is decided to be held in-person.

It was also decided that in addition to a Candidate Forum, NLA will host a virtual Legislative Town Hall that will host 3 to 4 legislators from the area to connect with the community. Proposed legislators for invitation would be Assembly Member Pilar Schiavo Senator Caroline Menjivar and Supervisor Kathryn Barger. Secondary invites will be sent to Assembly Member Juan Carillo, Speaker of the Assembly Robert Rivas and Assembly Member Jesse Gabriel. Michelle will reach out to the legislators' offices to extend the invitation.

The Town Hall will be hosted on February 22, 2024 from 6p-7:30p. Michelle Heid shared a draft for a Task List for next steps in regards to the February Town Hall.

### 2. Consumer Legislative Advocacy Training

David recommended that the training focus on teaching consumers on how to advocate for themselves. Sharmila Brunjes inquired about strategies and tools to help support consumers understand advocacy to benefit the disability community. Ruth Janka explained that the best course of action in determining content for legislative training would be to align with ARCA and their proposals/recommendations. Leticia Garcia will reach out to ARCA to determine if the revision of the Core Staffing Formula and what efforts can be made for collaboration on legislative events/priorities. She will email her feedback to the Committee before the next Committee Meeting.

### 3. Board Advocacy One Sheet

David proposed that the Board advocate for NLA by sharing a one-sheet of everything that a Board Meeting attendee would need to know to contact their legislator in order to advocate on specific issues that affect NLA, like the revision of the Core Staffing Formula. Michelle will develop a framework for this sheet in collaboration with Chris Whitlock.

**M/S/C** (D. Coe/A. Hurst) To approve the creation of the Board Legislative Advocacy reference document as discussed.

#### C. GCRC Goals Discussed During Board Retreat

The Committee reviewed the goals as presented in the packet. Sharmila proposed a continuation of the discussion in which ideas were being developed for the Board to share with the Community, including, an NLA Open House, pitch communication documents to possible collaborators and developing clear action items. She proposed the creation of a workgroup to flesh out how the Committee can make the goals a reality. An

October 18, 2023

informational brochure was suggested that identifies what the Committee wants, who to ask and what to say. Board Support will send an email to the entire Board to solicit participation and will determine a staff support from NLA. Ruth Janka proposed a Board Expenditure Policy to streamline the expenditures and to promote the work of NLA and will add this as an item for a future Executive Committee Meeting.

**M/S/C** (D. Coe/S. Brunjes) To approve the creation of a Board Dinner workgroup.

D. Disability Rights/Advocacy Organizations in California

Jodie Agnew-Navarro created a list of potential organization partners that can be considered for NLA/Board needs in regards to concerns about utilizing the same organizations. The list will be updated as more can be identified and will be sent to the Committee. Jodi and Board Support are available if anyone has more contacts to add. Ana requested that this document be sent to all Board Members and to be included in the Board Member orientation packet.

E. Littlerock Christmas Parade

Ana Quiles shared information regarding the Littlerock "Christmas Around the World" Parade. The event will take place on Saturday, December 2nd at 3pm. The cost of entry for a group to participate in the parade will be \$50.00. Ana proposed that NLA participate with a combined NLA Staff/Board group. Last year, NLA participated with banners and vehicles. It was noted that all of the logistical items would need to be addressed including waivers, insurance, etc. It was determined to get more information on what would be needed to participate and to solicit interested parties. This item will be added to the November 2023 Committee meeting and NLA will determine staff support for this event.

**M/S/C** (D. Coe/A. Quiles) To participate in the Littlerock Christmas Parade as representatives of NLA.

**V. Report Outs/ Discussion**

A. Social Media

1. Social Media Analytics Report

Chris Whitlock shared that social media participation and engagement has increased as a result of paid advertisements on social media. In addition, more human interest stories from the Community are being shared and the results have been positive. In order to continue to highlight these stories, communication is going out in multiple languages to solicit participation. David Coe suggested that as more events are being promoted, that geolocation information is important to capture.

B. Legislative Update

October 18, 2023

1. Legucator Report August – Michelle Heid

Michelle reviewed the report as presented in the packet. Highlights include:

Legislative Update- The Legislature adjourned for the year on September 14th with both houses working until almost midnight to discuss and take action on hundreds of measures. They ultimately passed 900 bills to Governor Newsom for signature. He has until October 14th to sign or veto bills and historically Governor Newsom has only vetoed between 8-16.5% of bills passed by the Legislature. While the Legislature can override vetoes, that does not happen often and in recent decades (last 40 years) almost never. The supporters of a bill would need to win two-thirds majorities in both the Assembly and Senate to override a veto.

Fun Fact- Once a bill passes through the Legislature, it goes to the Governor for consideration. They can either sign bills into law, veto bills, or allow bills to become law without signature. They have one month to consider the hundreds of measures put before them. A review of veto patterns from 1967 to 2022, Governor Brown had some of the lowest veto rates with a veto rate of 1.79% in 1982 when he vetoed only 30 of the 1,674 bills sent to his desk. Governor Schwarzenegger vetoed the highest number of bills by sending back 35.17% of bills he considered in 2008. He also vetoed 26.4% of bills over his seven years in office.

Directive Allowing Telehealth Services Ending December 31, 2023 DDS issued a directive on February 28, 2023 waiving requirements for in-person services for behavioral therapy and clinical assessment activities for determining regional center eligibility. This directive is set to expire on December 31, 2023 unless extended by the Director of the Department. "A service provider may provide behavioral therapies by remote electronic communications when it is preferred option of the consumer or authorized representative, clinically appropriate, and agreed to by the Individual Program Plan (IPP) team" "A regional center employee, vendor or contractor may conduct clinical assessments by remote electronic communications provided that the regional center determines the integrity of the intake process will not be compromised."

Free Health Education for IDD Community - Health Matters Program is offering a free 12-week course for individuals with intellectual and developmental disabilities who would like to learn more about healthy lifestyle choices, nutrition and fitness. Classes will meet virtually three days a week on Mondays, Wednesdays, and Thursdays beginning October 16th, 2023, and participants can register for one of two time slots: 2:30 - 4:00 pm or 4:00 - 5:30 pm. For questions or more information, email Presley Rodriguez at [Presley\\_Rodriguez1@baylor.edu](mailto:Presley_Rodriguez1@baylor.edu)

October 18, 2023

Update on the Medi-Cal Managed Care Health Plan Transition for 2024 Beginning January 1st, 2024 California's Department of Health Care Services (DHCS) is joining with five (5) managed health care plans (MCPs) to deliver Medi-Cal services in 21 counties in the state. This transition may result in plan changes for some patients (e.g., they may have to switch from Aetna to Anthem).

ViCA Events - As part of upcoming Legislative events, the ViCA meeting was discussed. It was noted that you have to be a member in order to attend the meetings. Board Support will look into this and will determine how many delegates NLA would be able to send based on funding.

2. Local Grassroots Marketing and Outreach – Cristina Preuss

a. Prioritization of School Districts/SELPA's

Christina shared the information as presented in the packet. More efforts are forthcoming, Outreach Language Specialists are being hired for assistance in all locations. Recruitment is being organized for a new LGBTQ+ specialist. Cristina also thanked Jodi for her help in creating the list of organizations. Ana Quiles shared that the team that Cristina leads is having a positive impact in the community and she has heard many great things about the Language Support Specialist, Cynthia from the school districts that work with her.

**VI. Board Audit Question**

A. Does the center's training and information plan include a sufficient variety of training and communication methods to reach all of the center's constituents? B. Are there sufficient financial and human resources available to carry out the center's training and information plan?

Ruth shared that this information is addressed by the Local Grassroots/Marketing efforts in a variety of ways via the Diversity, Equity and Inclusion and Language Access and Cultural Competency polices and will continue to find ways to meet the needs of the Community.

**VII. Review of Meeting Action Items**

A. Add Candidate Forum as item on January Committee Meeting Agenda (Board Support)

B. Confirm February 22, 2024 from 6-7:30 p for February Virtual Town Hall. Determine an emcee/host for February Town Hall, set up phone or email for registration assistance (NLA Staff)

October 18, 2023

- C. Reach out to offices of proposed legislators to invite them to the February Town Hall (Michelle Heid)
- D. Develop framework for legislative events and send links discussed in the meeting chat to Committee via email for further review (Michelle Heid)
- E. Reach out to ARCA to determine priority for Core Staffing Formula Revision/strategies for legislative advocacy, email feedback to Committee. (Leticia Garcia)
- F. Develop a draft framework for the sheet to be shared with the Committee by the next meeting. (Michelle Heid / Chris Whitlock)
- G. To send an email to the Board to solicit for the workgroup and to determine a staff support for the group. (Board Support/Ruth Janka)
- H. To add an item to the next Executive Committee agenda re: Board Expenditure Policy (Board Support/Ruth Janka)
- I. Send a copy to all Board Members and to include in Board Orientation packet (Board Support)
- J. To determine the requirements for participation in the parade, to identify NLA staff support and to add to the next Committee agenda. (Board Support)
- K. Determine how many delegates are able to be sent to the VICA meetings on behalf of NLA (Board Support)
- L. To send a Doodle Poll to determine date/time of November Committee Meeting.

#### **VIII. Board Meeting Agenda Items**

- A. Minutes of the October 18th Meeting

#### **IX. Announcements / Information / Public Input**

- A. Next Meeting: TBD
- B. Committee Attendance

##### **Public Input**

David made the recommendation to consider adding a November meeting to the Committee Critical Calendar in order to address issues before the new year. The Committee can determine how often to include the November meeting but proposed that a November 2023 meeting be scheduled for the Committee to make determinations on time sensitive items. The meeting would be abridged and not include report outs but will

October 18, 2023

simply address Committee Business. Board Support will send a Doodle Poll to determine a meeting date for November. Considerations are November 1, November 16 and November 30, 2023.

**M/S/C** (D. Coe/C. Biln) To approve a November Committee to be comprised of Committee Business and Action Items only. Board Support will follow up with the Committee in regards to the date/time of the meeting.

**X. Adjournment**

David Coe adjourned the meeting at 9:05 pm

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\* The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



North Los Angeles County Regional Center  
**Vendor Advisory Committee Meeting Minutes**

November 2, 2023

**Present:** Suad Bisogno, Alex Kopilevich, Andrea Devers, Dana Kalek, Cal Enriquez, Jaklen Keshishyan, Masood B., Octavia Askew, Sharon Weinberg, Erica Beall, Donna Rentsch, Jodie Agnew-Navarro, Vahe Mkrtchian, Lisa Williamsen – **Committee Members**

Ruth Janka, Vini Montague, Evelyn McOmie, Gabby Esharti, Ashalous Garlanian – **Staff Members**

Chris Whitlock, Dolly Wauls, Michelle Heid - Legucator, Dolly Sharma -Minutes Services  
- **Guests**

**Absent:**

---

**I. Call to Order & Introductions**

Suad Bisogno, Chair, called the meeting to order at 9:30 a.m.

**II. Public Input**

Public Input was given.

**III. Consent Items**

A. Approval of Agenda

Suad Bisogno proposed to add a discussion for the Next VAC Meeting and DSP Training Stipend under Committee Business.

**M/S/C** (A. Devers/J. Keshishyan) To approve the Agenda as amended.

B. Approval of Minutes from the October 5, 2023, Meeting

**M/S/C** (A. Kopilevich/A. Devers) To approve the Minutes as presented.

**IV. Executive Director's Report – Ruth Janka**

NLACRC Human Resources Report

Ruth Janka presented the Human Resources Report as presented in the packet.

Ruth Janka stated that Agenda items can only be added based on direction from the department or feedback from the public that requires action.

Suad Bisogno will host meetings a week before these meetings in order to permit people to add Agenda items.

Suad Bisogno asked how DDS would cover the pay differential if they were billing per individuals. Ruth Janka stated it would be handled by the Regional Centers, though the details were not yet prepared.

Suad Bisogno stated it will require more support for both the Regional Center and the



providers. E-billing needs to be updated in the rollout. Erica Beall stated work is being done on that, but it may take several years to clean the data.

Octavia Askew stated DSP trainings for residential providers were provided online but she asked if there was a vendor number for those looking to take the training even if people did not work for an adult residential or elderly facility. Ruth Janka stated they can take the training without the stipend for DSP 1 & 2, but she will check if the DSP training is available to all individuals regardless of the work. Erica Beall stated there was a separate section on the website for these kinds of trainings. Vahe Mkrtchian stated a vendor number is required to take the training. Ashalous Garlanian stated that other trainings were available online for those without a vendor number.

Dana Kalek asked if those who are making those charges to their insurance would be able to take these courses. Suad Bisogno stated that item would be tabled until Committee Business item B.

V. **Chief Financial Officer's Report – Vini Montague**

Vini Montague stated that the Administrative Affairs Committee had not met that month, so there was not a Financial Report to share. She announced that an Accounts Payable Supervisor, Robert Ghan, was hired and in training. There were still open positions in accounting and recruitment was ongoing. New positions were added to support service providers. The close of FY 2021-2022 notice was posted on the website. The deadline for submissions was February 6, 2024. 1099s were being prepared and they will be sent during the second or third week of January. The Social Security Administration may announce a cost increase for SSI beneficiaries effective January 2024 which will impact consumer share of costs. The team will update that share starting in January 2024. A check-on schedule for calendar year 2024 will be prepared and posted on the website in December.

Sharon Weinberg noted that the open positions were included in the packet, and she asked why the Director of Finance position was on hold. Vini Montague stated it was on hold so they could assess the need and internal resources. When she moved into the CFO position, it was put on hold and the Controller, Bob, took on a lot of those responsibilities. The CFO position had also been changed, so the Director of Finance position may not be needed at this time. Positions to address vendor issues were open and recruiting.

VI. **Chief Consumer & Community Services Officer Report – Evelyn McOmie**

Evelyn McOmie stated NLACRC will not have meetings in December. Three lead trainers were hired, 2 for Adult Services and 1 for School Age in the San Fernando Valley. While there were only 3 lead trainers, recruitment was ongoing, and those trainers would be implemented for the departments they were in.

The IPP Training Manual was created and developed for CSCs and distributed to all of them on October 30, 2023. A refresher course will be posted on November 6, 2023, and CSCs will have until January 1, 2024, to complete it. The learning will be available in an electronic form for staff to keep it on hand. The IPP Training was modified to meet the needs of the new staff so that training is more relevant to current practices.

The IPSP Training Manual for Early Start Staff was updated and training materials will be rolled out in January 2024 to be in alignment with the Lanterman Act.

The Training for Case Management/Onboarding of New Staff had 20 modules to facilitate virtual trainings for staff. Additional training is being developed. The trainings are available online so staff can access it at any time.

Training for Onboarding Parents, or Parent University, was an ongoing virtual training being developed for families that register. Through this, they can learn the Regional Center system and enhance their knowledge on NLACRC, IFFP, IPP, service standards, and POS purchases, among many other topics. This will be piloted in the Spring with about 20 randomly selected families. It will be modified based on feedback and then published in the community.

Internal Assessments of NLACRC forms to make changes and streamline inter-agency review and bring NLACRC into modern times.

Case management continued to progress on POS approvals. In October, over 3,700 POSs were approved.

Partnership meetings will begin with vendors in a yearlong effort to meet with vendors. She hopes to meet with vendors to discuss mutual goals and achievements moving forward.

Suad Bisogno asked if the lead CSC trainer had a case load. Evelyn McOmie stated for training purposes, they could have up to 50 cases to address using shadowing.

Jaklen Keshishyan asked if case management training included important links and information they could refer back to. Evelyn McOmie stated the training was broken down into subjects with hyperlinks and tools packaged together rather than navigating in any different folders in a shared virtual space. Jaklen stated that it was a great update.

VII. **Community Services Director's Report** – Arshalous Garlanian

Arshalous Garlanian stated that based on questions about the DSP training stipend, she will follow up to answer some of the questions asked.

There were 166 vendor numbers, and 1,442 DSPs had already taken the training. NLACRC receives weekly updates on the DSPs that take the training, and the department was making payments for that. Any questions about payment could be directed to [vendorincentiveprograms@nlacrc.org](mailto:vendorincentiveprograms@nlacrc.org)

The QIP for Workforce Survey was still being reviewed by DDS. Once approved, letters will be sent to providers that participated in the survey and are eligible for the \$8,000 incentive.

HCBS Specialist, David Romos, will reach out to providers to schedule tours and meetings to review validation and remediation plans submitted in March. A consultation service will also be available for providers with remediation plans.

Service Provider Training Webinars include:

- Person Centered Thinking Certification Training (online) – November 28, 2023, to December 1, 2023
  - \$500 incentives provided
- Person Centered Thinking Certification Training (in person) - January 2024
  - \$500 incentives provided
- Open Future Learning (self-guided, online learning for free)

Employment Services continue to meet with providers to update PIP/CIE information. The Annual report on PIP/CIE was being prepared to be submitted to DDS. Those who had not already filled out the information should reach out to [pip&cie@nlacrc.org](mailto:pip&cie@nlacrc.org)

The Quality Incentive Program was waiting on a response of providers that qualify for the Employment Access & Equity Incentive Payment and the Employment Capacity Incentive Payments. UAA Robotics' Programming is a training program for individuals with autism interested in working with manufacturing. This program was a part of a grant program. Anyone interested can reach out to join.

Research Development continues to request vendorization for Coordinated Family Supports. Final touches were being made to the approval letters for the program. Social Recreation request for vendorization was ongoing and resources were being built for Social Recreation Camp and non-medical therapy. Self-Directed Support Services for service code 099, SDP, was still being vendorized. Tailored Day Services were available for those interested. Electronic Visit Verification was still being discussed during office hours at DDS for anyone with questions or comments.

Effective January 1, 2024, ICF DDH and DDN will transfer to MediCal Managed Care. Stakeholder meetings and webinars will be held to help those impacted by the transition.

Quality Assurance was ongoing, so any information detail changes need to be updated with the Regional Center. Rate questions and insurance updates can be directed to NLACRC. The next Vendor Support Forum would be on November 16, 2023, from 10 am to 12 pm, and questions should be submitted by November 10, 2023, so they can be reviewed. Each department is present during the forum and breakout rooms can be established to answer department-specific concerns.

Sharon Weinberg asked if anyone had a connection with Community Care Licensing and Guardian as there was a long delay for potential support parents. The delay prevents people from being hired. Arshalous stated she will look into it and relay the information.

#### VIII. **Legislative Report** – Michelle Heid

Michelle Heid stated that the legislature adjourned for the year. The Governor had until October 14, 2023 to sign or veto legislation on his desk, so those decisions were completed. 2024 will bring about the second year of the Legislative Session so that any bills stalled can still be reviewed. The 2024 Legislative Calendars was available online and in the packet. Michelle suggested that people review who represents them in their given areas, as elections would be

the following year. Developing relationships with the potential candidates may be important moving forward.

Legislative Bills were included in the packet with updates. AB 222 and AB 1147 was stalled, AB 751 and AB 248 was signed by the Governor, and AB 649 was held under submission. Bills in the second year were lower than the first year, but it would still include about 2,000 proposed bills that will need to be reviewed in order to understand the impact to this community. Additional details about representatives were included in the packet.

ARCA has a list of bills that could impact Regional Centers. Links were included in the packet. ARCA had been holding trainings and webinars throughout the year.

DDS continues to issue directives including training stipends, Regional Center Board Trainings, incentive programs and SDP. The Directive allowing Telehealth Services will end on December 31, 2023, unless an extension comes from the department. The DS Task Force had not met in 2023. The DDS Stakeholder meeting information was included in the packet along with workforce initiatives and stipends associated with trainings.

SSI/SSP adjustments were included in the packets. The Office of Administrative Hearings Committee had met, and their report was included in the packet.

Many families will have to transition from their Medical plans. Those providing insurance-based services will also be impacted and should follow up on what changes to expect. Also in the packet were toolkits for best practices and legislative events in the coming weeks.

## IX. **Committee Business**

### A. Next VAC Meeting – 2024

The January VAC meeting will be in January at the Chatsworth Office to allow Santa Clarita more time to set up hybrid meeting options.

Sharon Weinberg requested that people use a microphone when speaking at the meeting and also alert vendors that the meeting will be in person, and they will be invited. Suad Bisogno stated that Board Support can highlight that the meeting is hybrid and include the location.

Action Item: Support Staff will send out the VAC January meeting invite in a timely manner that will state the meeting location.

Alex Kopevich stated using a microphone would be helpful for hearing across the room. Erica Beall stated they could use closed captioning and the system that pivots to the speaker.

Action Item: Support Staff will prepare equipment to make communication easier during the VAC meeting.

### B. DSP Training Stipend

Sharon Weinberg stated that FHA vendors are interested in having providers participate in the DSP incentive program, as they are the ones caring for the individuals in their home, but they cannot get the incentive since they are reimbursed rather than paid. She was not sure what they could do, but it should be a main focus that these individuals are the ones that need to participate in the incentive program.

Action Item: Arshalous Garlanian will follow up on how to include FHA vendors and those reimbursed by insurance.

- C. Back to Basics – Message to BOD/Follow-up  
Suad Bisogno stated the BOD will meet the following month. Based on feedback from the group and stakeholders, the message will be consolidated to send back to the Board. The Back-to-Basics statement was presented to the committee.

**M/S/C** (S. Weinberg/O. Askew) To approve the Back-to-Basics statement be submitted to the Board.

- D. Proposed Service Provider Visit Verification for In Home Services Update  
Ruth Janka stated that the Board had reviewed this proposal, and it was sent to the Consumer Services Committee to review. The document will be reviewed at the CSC meeting in November.

Erica Beal stated that while increasing accountability was a good idea, the focus should be prioritizing necessary actions and increasing staff despite inflation issues.

- E. Annual Individualized Program Plan  
Ruth Janka stated it was previously reported that providers were not receiving the Annual IPP. In reviewing the processes, some things have changed so supervisors will ensure that all qualifying providers will automatically receive the Annual IPP. She thanked the committee for bringing this issue to their attention. Processes were put in place to make sure this is the case moving forward.

Lisa Williamsen asked if it was standard procedure to invite vendors to the IPP meetings. Ruth Janka stated that under the Lanterman Act, the Regional Center is a part of the time so if the Regional Center invites people to attend, then they can come to the appropriate team. She noted that it was not a consumer meeting specifically and they wanted the meetings to be effective in discussing IPP. More consideration would need to be given to invitations. The statute identifies that the intent states parents or providers can come, but those who are new may not think so, so the Regional Center will advocate for it.

- F. DDS Provider Rate Reform Plan of Action Committee  
Suad Bisogno stated a letter was developed by the Directors of the Department of Developmental Services looking to schedule a meeting to discuss the current wage crisis. It was shared with the committee before the meeting. A meeting will be scheduled, and legislative efforts will be organized along with ARCA's efforts.

**M/S/C** (S. Weinberg/J. Keshishyan) To approve the letter from Department of Developmental Services expressing concerns about wages and encouraging rate reform.

Jodie Agnew-Navarrow shared that Cal Cash was holding a meeting to discuss rate reform, so they were also aligned with the topic.

- G. NLACRC Website Feedback – Chris Whitlock  
Chris Whitlock stated updates were being made to the website and the team was reaching out to the community to get feedback on how to make the website better. A meeting will be held to discuss feedback. Anyone can sign up via the link provided.
- H. Open Issues for Discussion  
None at this time.

**X. Committee Work Group Reports**

- A. Early Start Services - Dana Kalek  
The next meeting will be held on November 16, 2023, at 9 am.
- B. School Age Services - Cal Enriquez  
The group discussed mental health services. At the next meeting, held on Tuesday, November 6, the legislative team was invited to review available information. goals and outcomes for mental health resources for consumers.
- C. Adult Services - Suad Bisogno & Erica Beall  
The next meeting will be held on November 6, 2023, at 11 am.

**XI. Board Committee Reports**

- A. Administrative Affairs – Andrea Devers  
There was not a meeting last month.
- B. Consumer Services - Erica Beall  
There was not a meeting last month.
- C. Government & Community Relations – Jodie Agnew-Navarro  
This committee discussed the legislative Town Hall, legislators to target, and more. On February 22, 2024, from 6-7:30 pm, a virtual meeting will be held to review legislation. In March, there will be a Consumer Legislative Training online. A goal of the committee was to visit a disability rights organization, for which Jodie had increased the list of groups which would be included in training materials.
- D. Nominating - Suad Bisogno  
There was not a meeting last month.
- E. Strategic Planning - Daniel Ortiz  
No report at this time.

**XII. Review of Meeting Action Items**

- A. Vendor Advisory Committee Action Log

**XIII. Agenda Items for the Next Board Meeting**

- A. Minutes of the November 2nd Meeting

**XIV. Announcements/Public Input**

- A. Next Meeting: Thursday, January 4, 2024, at 9:30 a.m.  
B. Committee Attendance

**XV. Committee Work Group Information:**

- A. Early Start Services (Dana Kalek)  
For meeting schedule and information  
Contact: Dana Kalek - dkalek@cdikids.org  
Next workgroup meeting: March 16, 2023, at 9:00 a.m.

- B. School Age Services (Cal Enriquez)  
For meeting schedule and information  
Contact: Cal Enriquez – cenriquez@accreditednursing.com  
Next workgroup meeting: March 7, 2023, at 9:30 a.m.

- C. Adult Services (Suad Bisogno & Erica Beall)  
For meeting schedule and information  
Contact: Suad Bisogno - Suad@irioc.org  
Next workgroup meeting: March 6, 2023, at 11:00 a.m.

**XVI. Adjournment**

Suad adjourned the meeting at 11:32 a.m.

Submitted by:

*Kimberly Visokey*

Executive Administrative Assistant

*(\* The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*



| Rolling 12-Month Attendance        | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total    |
|------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Board Members                      | Board  | Board  | Board  | Board  | Board  | Board  | Dark   | Board  | Board  | Board  | Board  | Board  | Board  | Absences |
| <b>Ana Laura Quiles, President</b> | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Alma Rodriguez                     | P      |        | P      | P      | P      | Ab     |        |        |        |        |        |        |        | 1        |
| Andrew Ramirez                     | P      |        | P      | P      | P      | Ab     |        |        |        |        |        |        |        | 1        |
| Anna Hurst                         | *P     |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Brian Gatus                        | Ab     |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 1        |
| Cathy Blin                         | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Curtis Wang                        | *P     |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| David Coe                          | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| George Alvarado                    | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Leticia Garcia                     | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Lillian Martinez                   | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Michael Costa                      | *P     |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Nicholas Abrahms                   | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Rocio Sigala                       | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Sharmila Brunjes                   | P      |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |
| Suad Bisogno ( <i>VAC Rep</i> )    | Ab     |        | P      | P      | Ab     | P      |        |        |        |        |        |        |        | 2        |
| Vivian Seda                        | *P     |        | P      | P      | P      | P      |        |        |        |        |        |        |        | 0        |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she



| 12-Month Attendance           | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Sep-23 | Oct-23 | Nov-23   | Total           |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|-----------------|
| <b>Administrative Affairs</b> |        | Dark   |        |        | Dark   |        | Dark   | Dark   |        |        | Dark   | Canceled | <b>Absences</b> |
| Brian Gatus, Chair            |        |        |        |        |        |        |        |        | *P     | P      |        |          | <b>0</b>        |
| Andrew Rodriguez              |        |        |        |        |        |        |        |        | *P     | P      |        |          | <b>0</b>        |
| Lety Garcia                   | P      |        | P      | P      |        | P      |        |        | P      | P      |        |          | <b>0</b>        |
| Ana Quiles                    | P      |        | P      | P      |        | P      |        |        | P      | P      |        |          | <b>0</b>        |
| Andrea Devers (VAC Rep)       |        |        |        |        |        |        |        |        | *Ab    | P      |        |          | <b>0</b>        |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

North Los Angeles County Regional Center  
**Consumer Advisory Committee**  
 FY22-23 Meeting Attendance

| Consumer Attendee<br>*Committee Members | Nov  | Dec  | Jan  | Feb  | Mar  | Apr  | May  | June | July | August | Sep  | Oct  | Nov  | TOTALS   | TOTALS               |
|-----------------------------------------|------|------|------|------|------|------|------|------|------|--------|------|------|------|----------|----------------------|
|                                         | 2022 | 2022 | 2023 | 2023 | 2023 | 2023 | 2023 | 2023 | 2023 | 2023   | 2023 | 2023 | 2024 | Absences | Attended<br>(Non-CM) |
| *George Alvarado, Chair                 |      |      |      |      |      |      |      | P    |      | P      | AB   |      | P    | 1        |                      |
| *Bill Abramson                          | P    |      | P    | P    | P    | Ab   | P    | P    |      | P      | P    |      | P    | 2        |                      |
| *Pam Aiona                              | P    |      | P    | P    | P    | P    | P    | P    |      | P      | P    |      | P    | 0        |                      |
| *Suzanne Paggi - March 2023             | P    |      | P    | P    | P    |      | P    | P    |      |        |      |      |      | 1        |                      |
| Cynthia Samano - Feb 2023               | P    |      | Ab   | Ab   |      |      | P    | Ab   |      |        |      |      |      | 5        |                      |
| Susan Good                              |      |      |      | P    |      |      |      | Ab   |      |        |      |      |      | 1        | 1                    |
| Melinda Tannan                          |      |      |      |      |      |      |      | Ab   |      |        |      |      |      | 1        | 0                    |
| Lesly Forbes                            |      |      |      |      | P    |      |      | P    |      |        |      |      |      | 0        | 3                    |
| Destry Walker                           | P    |      |      |      | P    |      | P    | P    |      |        | P    |      | P    | 0        | 7                    |
| Alex Phuong *not NLA consumer           | P    |      | P    | P    | P    | P    |      | P    |      |        |      |      |      | 0        | 8                    |
| Elena Tiffany                           |      |      | P    |      |      |      |      | P    |      |        |      |      |      | 0        | 3                    |
| Desiree Boykin                          |      |      | P    | P    |      |      |      | Ab   |      |        |      |      |      | 1        | 3                    |
| Miguel Lugo                             |      |      | P    |      |      |      |      | Ab   |      |        |      |      |      | 1        | 1                    |
| Jason Gerard                            |      |      |      |      |      | P    |      | Ab   |      |        |      |      |      | 1        | 1                    |
| Juan Hernandez                          |      |      |      | P    | P    | P    | P    | P    |      |        | P    |      | P    | 0        | 7                    |
| Jessica Gould                           |      |      |      |      |      | P    |      | P    |      |        |      |      |      | 0        | 2                    |
| Kristine Mosteiro                       |      |      | P    |      |      |      |      | Ab   |      |        |      |      |      | 1        | 1                    |

**Membership:** Consumers who attend 5 meetings in a 12-month period can become a CAC Member.

| 12-Month Attendance                | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Total           |
|------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Consumer Services Committee</b> |        |        | Dark   |        |        |        |        | Dark   | Dark   |        | Dark   |        | Dark   |        | <b>Absences</b> |
| Rocio Sigala                       | P      | Ab     |        |        | P      |        | P      |        |        | P      |        | P      |        | P      | 1               |
| Alma Rodriguez                     |        |        |        |        |        |        |        |        |        | P      |        | P      |        | P      | 0               |
| Anna Hurst                         |        |        |        |        |        |        |        |        |        | P      |        | P      |        | P      | 0               |
| Cathy Blin                         | P      | P      |        |        | P      |        | P      |        |        | P      |        | P      |        | P      | 0               |
| Curtis Wang                        |        |        |        |        |        |        |        |        |        | P      |        | P      |        | P      | 0               |
| George Alvarado                    | P      | P      |        |        | P      |        | P      |        |        | P      |        | Ab     |        | P      | 1               |
| Jennifer Koster                    |        |        |        |        |        |        |        |        |        |        |        | P      |        | P      | 0               |
| Juan Hernandez                     |        |        |        |        |        |        |        |        |        |        |        | P      |        | P      | 0               |
| Sharmila Brunjes                   | Ab     | P      |        |        | P      |        | P      |        |        | P      |        | P      |        | P      | 1               |
| Nicholas Abrahms                   | P      | P      |        |        | P      |        | P      |        |        | P      |        | P      |        | P      | 0               |
| Michael Costa                      |        |        |        |        |        |        |        |        |        | P      |        | Ab     |        | P      | 1               |
| Vivian Seda                        |        |        |        |        |        |        |        |        |        | P      |        | P      |        | P      | 0               |
| Erica Beall (VAC Rep)              | P      | P      |        |        | P      |        | P      |        |        | P      |        | Ab     |        | P      | 1               |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance        | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Total           |
|----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Executive Committee</b> |        | Dark   |        |        | Dark   | Sp.S   | Sp.S   |        | Dark   |        |        |        |        |        |        | <b>Absences</b> |
| Leticia Garcia             | P      |        | P      | P      |        | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | <b>0</b>        |
| Lillian Martinez           | P      |        | P      | P      |        | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | <b>0</b>        |
| Ana Quiles, Chair          | P      |        | P      | P      |        | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | <b>0</b>        |
| Brian Gatus                |        |        |        |        |        |        |        |        |        | *P     | P      | P      | P      | P      | P      | <b>0</b>        |
| Andrew Ramirez             |        |        |        |        |        |        |        |        |        | *P     | P      | P      | P      | P      | P      | <b>0</b>        |
| David Coe                  | P      |        | P      | P      |        | P      | P      | P      |        | P      | Ab     | P      | P      | P      | P      | <b>1</b>        |
| Rocio Sigala               | P      |        | P      | Ab     |        | P      | P      | P      |        | Ab     | P      | P      | P      | P      | P      | <b>2</b>        |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance                                   | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Aug-23 | Oct-23 | Nov-23 | Total           |
|-------------------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Government &amp; Community Relations Committee</b> | Dark   | Dark   |        |        |        | Dark   |        |        |        |        | <b>Absences</b> |
| <b>Cathy Blin</b>                                     |        |        | P      |        | P      |        | P      | P      | P      | P      | <b>0</b>        |
| <b>David Coe, Chair</b>                               |        |        |        |        |        |        |        | P      | P      | P      | <b>0</b>        |
| <b>Michael Costa</b>                                  |        |        |        |        |        |        |        | Ab     | Ab     | Ab     | <b>2</b>        |
| <b>Anna Hurst</b>                                     |        |        |        |        |        |        |        | P      | P      | Ab     | <b>0</b>        |
| <b>Nicholas Abrahms</b>                               |        |        | P      |        | P      |        | P      | P      | P      | Ab     | <b>1</b>        |
| <b>Sharmila Brunjes</b>                               |        |        | P      |        | P      |        | P      | Ab     | P      | Ab     | <b>2</b>        |
| <b>Vivian Seda</b>                                    |        |        |        |        |        |        |        | P      | P      | P      | <b>0</b>        |
| <b>Curtis Wang</b>                                    |        |        |        |        |        |        |        | Ab     | P      | P      | <b>1</b>        |
| <b>Jodie Agnew-Navarro, VAC Rep</b>                   |        |        | P      |        | P      |        | Ab     | P      | P      | P      | <b>1</b>        |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance           | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Total    |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Post-Retirement Medical Trust | Dark   |        | Dark   | Dark   |        | Dark   | Dark   |        |        | Dark   | Dark   |        | Absences |
| Ana Quiles, Chair             |        | P      |        |        | Ab     |        |        | P      | P      |        |        | P      | 1        |
| Brian Gatus                   |        |        |        |        |        |        |        |        |        |        |        | *P     | 0        |
| David Coe                     |        | *P     |        |        | P      |        |        | P      | P      |        |        | P      | 0        |

P = Present      Ab = Absent      \* = Joined Committee

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| <b>12-Month Attendance</b>     | <b>Dec-22</b> | <b>Jan-23</b> | <b>Feb-23</b> | <b>3/6/23</b> | <b>3/16/22</b> | <b>3/22/23</b> | <b>3/24/23</b> | <b>4/17/2023</b> | <b>5/23/2023</b> | <b>8/15/2023</b> | <b>8/21/2023</b> | <b>11/14/2023</b> | <b>Total</b>    |
|--------------------------------|---------------|---------------|---------------|---------------|----------------|----------------|----------------|------------------|------------------|------------------|------------------|-------------------|-----------------|
| <b>Nominating Committee</b>    | <b>Dark</b>   | <b>Dark</b>   | <b>Dark</b>   |               |                |                |                |                  |                  |                  |                  |                   | <b>Absences</b> |
| <b>David Coe</b>               |               |               |               | P             | P              | P              | P              | P                | P                | P                | P                | P                 | <b>0</b>        |
| <b>Lillian Martinez, Chair</b> |               |               |               | P             | P              | P              | P              | P                | P                | P                | P                | P                 | <b>0</b>        |
| <b>Ana Quiles</b>              |               |               |               | P             | P              | P              | P              | P                | P                | P                | P                | P                 | <b>0</b>        |
| <b>Sharmila Brunjes</b>        |               |               |               |               |                |                |                |                  |                  | P                | P                | P                 | <b>0</b>        |
| <b>Suad Bisogno</b>            |               |               |               | P             | P              | P              | P              | P                | P                | P                | P                | AB                | <b>0</b>        |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance    | Dec-21 | Jan-22 | Feb-23 | Mar-23 | Apr-22 | May-23 | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Total    |
|------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Strategic Planning     | Dark   | Dark   |        | Dark   |        | Dark   | Dark   | Dark   |        | Dark   | Dark   |        | Absences |
| Lety Garcia            |        |        | P      |        | P      | P      |        |        | P      |        |        | P      | 0        |
| Brian Gatus            |        |        | P      |        | P      | P      |        |        | P      |        |        | P      | 2        |
| Lillian Martinez       |        |        | P      |        | P      | P      |        |        | P      |        |        | P      | 0        |
| Ana Quiles             |        |        | P      |        | P      | P      |        |        | P      |        |        | P      | 0        |
| Daniel Ortiz - VAC Rep |        |        | P      |        | Ab     | P      |        |        | P      |        |        | P      | 1        |
|                        |        |        |        |        |        |        |        |        |        |        |        |        |          |
|                        |        |        |        |        |        |        |        |        |        |        |        |        |          |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)



| <b>12-Month Attendance</b>       | <b>Feb-23</b> | <b>Mar-22</b> | <b>Apr-23</b> | <b>May-23</b> | <b>Jun-23</b> | <b>Jul-22</b> | <b>Aug-23</b> | <b>Sep-23</b> | <b>Oct-23</b> | <b>Nov-23</b> | <b>Jan-24</b> | <b>Total</b>    |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|
| <b>Vendor Advisory Committee</b> |               |               |               |               |               | <b>Dark</b>   |               |               |               |               |               | <b>Absences</b> |
| Suad Bisogno, Chair              | P             | P             | P             | P             | P             |               | P             | Ab            | P             | P             | P             | <b>1</b>        |
| Alex Kopilevich                  | P             | P             | P             | P             | P             |               | P             | P             | P             | P             | P             | <b>0</b>        |
| Andrea Devers                    | P             | P             | P             | P             | P             |               | P             | P             | Ab            | P             | P             | <b>1</b>        |
| Cal Enriquez                     | P             | P             | P             | P             | P             |               | Ab            | P             | P             | P             | Ab            | <b>2</b>        |
| Catherine Carpenter              | P             | P             | Ab            | P             | P             |               | P             | P             | P             | Ab            | Ab            | <b>2</b>        |
| Dana Kalek                       | P             | P             | P             | P             | P             |               | P             | P             | P             | P             | P             | <b>0</b>        |
| Daniel Ortiz                     | P             | P             | Ab            | P             | P             |               | P             | Ab            | P             | Ab            | P             | <b>4</b>        |
| Erica Beall                      | P             | P             | P             | P             | P             |               | P             | P             | Ab            | P             | P             | <b>1</b>        |
| Jaklen Keshishyan                |               |               |               |               |               |               | *P            | P             | P             | P             | P             | <b>0</b>        |
| Jodie Agnew Navarro              | P             | Ab            | P             | P             | P             |               | P             | P             | Ab            | P             | P             | <b>2</b>        |
| Lisa Williamsen                  | P             | P             | Ab            | P             | P             |               | P             | P             | Ab            | P             | P             | <b>2</b>        |
| Masood Babaeian                  |               |               |               |               |               |               | *P            | P             | Ab            | P             | P             | <b>1</b>        |
| Octavia Askew                    |               |               |               |               |               |               | *P            | P             | P             | P             | P             | <b>0</b>        |
| Rosalyn Daggs                    |               |               |               |               |               |               | Ab            | Ab            | Ab            | Ab            | Ab            | <b>5</b>        |
| Sharon Weinberg                  |               |               |               |               |               |               | *P            | P             | P             | P             | P             | <b>0</b>        |
| Vahe Mkrtchian                   |               |               |               |               |               |               | *P            | P             | P             | P             | P             | <b>0</b>        |

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

Fiscal Year 2023-2024

(Rounded to the nearest quarter of an hour.)

(Rounded to the nearest quarter of an hour.)

| Committee                              | Jul-23  |          |              |              | Aug-23  |          |            |         | Sep-23  |          |            |         | Oct-23  |          |            |         | Nov-23  |          |            |         |
|----------------------------------------|---------|----------|--------------|--------------|---------|----------|------------|---------|---------|----------|------------|---------|---------|----------|------------|---------|---------|----------|------------|---------|
|                                        | Start   | End      | Total Time   | Rounded      | Start   | End      | Total Time | Rounded | Start   | End      | Total Time | Rounded | Start   | End      | Total Time | Rounded | Start   | End      | Total Time | Rounded |
| New Board Member Orientation (7/12/23) | 6:00 PM | 9:00 PM  | 3:00         | 3:00         |         |          |            |         |         |          |            |         |         |          |            |         |         |          |            |         |
| Board Member Retreat (7/29/23)         | 8:00 AM | 5:05 PM  | 9:05         | 9:00         |         |          |            |         |         |          |            |         |         |          |            |         |         |          |            |         |
| Administrative Affairs                 | 6:39 PM | 9:25 PM  | 2:46         | 2:45         |         |          |            |         | 6:00 PM | 8:44 PM  | 2:44       | 2:45    |         |          |            |         |         |          |            |         |
| Board Meeting                          |         |          |              |              | 6:30 PM | 8:59 PM  | 02:29      | 2:30    | 6:30 PM | 8:16 PM  | 1:46       | 1:45    | 6:30 PM | 8:36 PM  | 02:06      | 2:00    | 6:30 PM | 8:42 PM  | 02:12      | 2:15    |
| Consumer Advisory                      |         |          |              |              | 3:05 PM | 4:21 PM  | 01:16      | 3:00    |         |          | 0:00       | 0:00    |         |          |            |         | 3:11 PM | 4:17 PM  | 01:06      | 1:00    |
| Consumer Services                      | 6:01 PM | 10:09 PM | 4:08         | 4:15         |         |          |            |         | 6:03 PM | 8:40 PM  | 2:37       | 2:30    |         |          |            |         | 6:00 PM | 8:03 PM  | 02:03      | 2:00    |
| Executive                              | 9:25 PM | 10:47 PM | 1:22         | 1:15         | 6:03 PM | 9:53 PM  | 03:50      | 3:00    | 8:45 PM | 10:57 PM | 2:12       | 2:15    | 6:01 PM | 10:01 PM | 04:00      | 4:00    | 6:00 PM | 9:37 PM  | 03:37      | 3:30    |
| Executive (special session)            |         |          |              |              |         |          |            |         |         |          |            |         |         |          |            |         |         |          |            |         |
| Government and Community Relations     |         |          |              |              | 6:05 PM | 8:50 PM  | 02:45      | 3:00    |         |          |            |         | 6:01 PM | 9:05 PM  | 3:04       | 3:00 AM | 6:02 PM | 7:36 PM  | 1:34       | 1:30    |
| Nominating                             |         |          |              |              | 6:05 PM | 7:18 PM  | 01:13      | 3:00    |         |          |            |         |         |          |            |         | 5:32 PM | 7:10 PM  | 1:37       | 1:30    |
| Nominating                             |         |          |              |              | 6:06 PM | 8:19 PM  | 02:13      | 4:00    |         |          |            |         |         |          |            |         |         |          |            |         |
| Strategic Planning                     |         |          |              |              | 6:01 PM | 8:16 PM  | 02:15      | 3:00    |         |          |            |         |         |          |            |         | 6:01 PM | 8:02 PM  | 2:01       | 2:00    |
| Post Retirement Medical Trust          | 5:31 PM | 6:39 PM  | 1:08         | 1:15         |         |          |            |         |         |          |            |         |         |          |            |         |         |          |            |         |
| Vendor Advisory                        |         |          |              |              | 9:31 AM | 12:10 PM | 02:39      | 2:45    | 9:32 AM | 11:39 AM | 2:07       | 2:00    | 9:35 AM | 11:29 AM | 01:54      | 2:00    | 9:30 AM | 11:32 AM | 02:02      | 2:00    |
| <b>Total Hours/Month</b>               |         |          | <b>21:29</b> | <b>21:30</b> |         |          |            |         |         |          |            |         |         |          |            |         |         |          |            |         |

North Los Angeles County Regional Center

**ALPHABET SOUP**

|          |                                                                                 |
|----------|---------------------------------------------------------------------------------|
| AAIDD    | - American Association on Intellectual and Developmental Disabilities           |
| AAP      | - Adoption Assistance Program                                                   |
| AB       | - Assembly Bill (State)                                                         |
| ABLE Act | - The “Achieving a Better Life Experience” (ABLE) Act of 2014                   |
| ACRC     | - Alta California Regional Center                                               |
| ADA      | - Americans with Disabilities Act                                               |
| ADC      | - Adult Development Center                                                      |
| AFPF     | - Annual Family Program Fee                                                     |
| AIS      | - ARCA Information Systems                                                      |
| ARCA     | - Association of Regional Center Agencies                                       |
| ARFPSHN  | - Adult Residential Facility for Persons with Specialized Healthcare Needs      |
| BCBA     | - Board-Certified Behavior Analyst                                              |
| CAC      | - Consumer Advisory Committee                                                   |
| CAL-ARF  | - California Association of Rehabilitation Facilities                           |
| CAL-TASH | - The Association for Persons with Severe Handicaps                             |
| CARF     | - Commission on Accreditation of Rehabilitation Facilities                      |
| CASA     | - Community Advocacy Services Association                                       |
| CASHPCR  | - California Association of State Hospitals-Parent Councils for<br>the Retarded |
| CCF      | - Community Care Facility                                                       |
| CCL      | - Community Care Licensing                                                      |
| CCR      | - California Code of Regulations                                                |
| CCS      | - California Children’s Services (State and County)                             |
| CDCAN    | - California Disability Community Action Network                                |
| CDE      | - Comprehensive Diagnostic Evaluation                                           |
| CDER     | - Client Development Evaluation Report                                          |
| CIE      | - Competitive Integrated Employment                                             |
| CMS      | - Centers for Medicare and Medicaid Services (formerly HCFA)                    |
| CMIS     | - Client Management Information System                                          |
| COEC     | - Community Outreach and Education Committee (ARCA)                             |
| COLA     | - Cost of Living Adjustment                                                     |
| CP       | - Cerebral Palsy                                                                |
| CPES     | - Community Provider of Enrichment Services                                     |
| CPP      | - Community Placement Plan                                                      |
| CRDP     | - Community Resource Development Plan                                           |
| CSC      | - Consumer Service Coordinator                                                  |

|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| CSLA       | - Community Supported Living Arrangement                              |
| CVRC       | - Central Valley Regional Center                                      |
| DAC        | - Day Activity Center                                                 |
| DCFS       | - Department of Children and Family Services (County)                 |
| DD         | - Developmental Disabilities                                          |
| DD Council | - State Council on Developmental Disabilities                         |
| DDS        | - Department of Developmental Services (State)                        |
| DHCS       | - Department of Health Care Services                                  |
| DHS        | - Department of Health Services (State)                               |
| DOE        | - Department of Education (State and Federal)                         |
| DOF        | - Department of Finance                                               |
| DOH        | - Department of Health                                                |
| DOR/DR     | - Department of Rehabilitation                                        |
| DPSS       | - Department of Public Social Services (County)                       |
| DRC        | - Disability Rights California (formerly Protection & Advocacy, Inc.) |
| DSM        | - Diagnostic and Statistical Manual of Mental Disorders               |
| DSP        | - Direct Support Professional                                         |
| DSS        | - Department of Social Services (State)                               |
| DOR        | - Department of Rehabilitation (State)                                |
| DRC        | - Disability Rights California (formerly Protection & Advocacy)       |
| DTT        | - Discrete Trial Training                                             |
| DVU        | - Disability Voices United                                            |
| EBSH       | - Enhanced Behavioral Support Home                                    |
| ECF        | - Exceptional Children's Foundation                                   |
| EDD        | - Employment Development Department (State)                           |
| EDMS       | - Electronic Document Management System                               |
| ELARC      | - Eastern Los Angeles Regional Center                                 |
| EPSDT      | - Early and Periodic Screening, Diagnosis, and Treatment              |
| FACT       | - Foundation for Advocacy, Conservatorship, and Trust of CA           |
| FCPP       | - Family Cost Participation Program                                   |
| FDC        | - Fairview Developmental Center                                       |
| FEMA       | - Federal Emergency Management Assistance                             |
| FETA       | - Family Empowerment Team in Action                                   |
| FHA        | - Family Home Agency                                                  |
| FMS        | - Financial Management Service                                        |
| FNRC       | - Far Northern Regional Center                                        |
| FSA        | - Flexible Spending Account                                           |

|           |                                                                    |
|-----------|--------------------------------------------------------------------|
| GGRC      | - Golden Gate Regional Center                                      |
| HCBS      | - Home and Community Based Services (Waiver)                       |
| HCFA      | - Health Care Financing Administration (now called CMMS)           |
| HIPAA     | - Health Insurance Portability and Accountability Act              |
| HOPE      | - Home Ownership for Personal Empowerment                          |
| HRC       | - Harbor Regional Center                                           |
| HUD       | - Housing and Urban Development (Federal)                          |
| ICB Model | - Individualized Choice Budget Model                               |
| ICC       | - Inter-agency Coordinating Council                                |
| ICC       | - Integrated Community Collaborative/Intregadoras                  |
| ICF       | - Intermediate Care Facility                                       |
| ICF/DD    | - Intermediate Care Facility/Developmentally Disabled              |
| ICF/DD-H  | - Intermediate Care Facility/Developmentally Disabled-Habilitative |
| ICF/DD-N  | - Intermediate Care Facility/Developmentally Disabled-Nursing      |
| ICF/SPA   | - Intermediate Care Facility/State Plan Amendment                  |
| IDEA      | - Individuals with Disabilities Education Act                      |
| IDEIA     | - Individuals with Disabilities Education Improvement Act          |
| IDP       | - Individual Development Plan                                      |
| IDT       | - Inter-disciplinary Team                                          |
| IEP       | - Individual Educational Plan                                      |
| IFSP      | - Individual Family Service Plan                                   |
| IHP       | - Individual Habilitation Plan                                     |
| IHSS      | - In-Home Supportive Services                                      |
| ILC       | - Independent Living Center                                        |
| ILS       | - Independent Living Services                                      |
| IMD       | - Institutes of Mental Disease                                     |
| IPP       | - Individual Program Plan                                          |
| IRC       | - Inland Regional Center                                           |
| ISP       | - Individual Service Plan                                          |
| KRC       | - Kern Regional Center                                             |
| LACHD     | - Los Angeles County Health Department                             |
| LACDMH    | - Los Angeles County Department of Mental Health                   |
| LACTC     | - Los Angeles County Transportation Commission                     |
| LADOT     | - Los Angeles Department of Transportation (City)                  |
| LAUSD     | - Los Angeles Unified School District                              |

|           |                                                                                  |
|-----------|----------------------------------------------------------------------------------|
| LCSW      | - Licensed Clinical Social Worker                                                |
| LDC       | - Lanterman Developmental Center                                                 |
| LEA       | - Local Education Agency                                                         |
| LICA      | - Local Interagency Coordination Area                                            |
| LRC       | - Lanterman Regional Center                                                      |
| MCH       | - Maternal and Child Health                                                      |
| MFCC      | - Marriage, Family and Child Counselor                                           |
| MHRC      | - Mental Health Rehabilitation Center                                            |
| MMIS      | - Medicaid Management Information System                                         |
| MSW       | - Masters in Social Work                                                         |
| NADD      | - National Association for the Dually Diagnosed                                  |
| NASDDDS   | - National Association of State Directors of Developmental Disabilities Services |
| NBRC      | - North Bay Regional Center                                                      |
| NLACRC    | - North Los Angeles County Regional Center                                       |
| OAH       | - Office of Administrative Hearings                                              |
| OCRA      | - Office of Client Rights Advocacy                                               |
| OPS       | - Operations funds (for Regional Centers)                                        |
| OSEP      | - Office of Special Education Programs                                           |
| OSERS     | - Office of Special Education and Rehabilitative Services                        |
| OSHA      | - Occupational Safety and Health Administration                                  |
| OT        | - Occupational Therapy                                                           |
| PAI       | - Protection and Advocacy, Inc. (now called Disability Rights CA)                |
| PDD       | - Pervasive Developmental Disorder                                               |
| PDC       | - Porterville Developmental Center                                               |
| PDF       | - Program Development Fund                                                       |
| PEP       | - Purchase of Service Expenditure Projection (formerly SOAR)                     |
| PEPRA     | - Public Employees' Pension Reform Act                                           |
| PERS      | - Public Employees' Retirement System                                            |
| PET       | - Psychiatric Emergency Team                                                     |
| PIP       | - Paid Internship Program                                                        |
| PL 94-142 | - Public Law 94-142 (Right to Education Bill)                                    |
| PMRT      | - Psychiatric Mobile Response Team                                               |
| POLST     | - Physician Orders for Life-Sustaining Treatment                                 |
| POS       | - Purchase of Services funds (for Regional Centers)                              |
| PRMT      | - Post-Retirement Medical Trust                                                  |

|        |                                                           |
|--------|-----------------------------------------------------------|
| PRRS   | - Prevention Resources and Referral Services              |
| PRUCOL | - Permanently Residing in the U.S. Under Color of the Law |
| PT     | - Physical Therapy                                        |
| QMRP   | - Qualified Mental Retardation Professional               |
| RC     | - Regional Center                                         |
| RCEB   | - Regional Center of the East Bay                         |
| RCFE   | - Residential Care Facility for the Elderly               |
| RCOC   | - Regional Center of Orange County                        |
| RCRC   | - Redwood Coast Regional Center                           |
| RDP    | - Resource Development Plan                               |
| RFP    | - Request for Proposals                                   |
| RRDP   | - Regional Resource Development Project                   |
| RSST   | - Residential Service Specialist Training                 |
| SARC   | - San Andreas Regional Center                             |
| SB     | - Senate Bill (State)                                     |
| SCDD   | - State Council on Developmental Disabilities             |
| SCIHLP | - Southern CA Integrated Health and Living Project        |
| SCLARC | - South Central Los Angeles Regional Center               |
| SDRC   | - San Diego Regional Center                               |
| SDC    | - Sonoma Developmental Center                             |
| SDP    | - Self-Determination Program                              |
| SDS    | - Self-Directed Services                                  |
| SEIU   | - Service Employees' International Union                  |
| SELPA  | - Special Education Local Plan Area                       |
| SG/PRC | - San Gabriel/Pomona Regional Center                      |
| SLS    | - Supported Living Services                               |
| SMA    | - Schedule of Maximum Allowances (Medi-Cal)               |
| SNF    | - Skilled Nursing Facility                                |
| SOAR   | - Sufficiency of Allocation Report (see PEP)              |
| SOCCO  | - Society of Community Care Home Operators                |
| SPA    | - State Plan Amendment                                    |
| SRF    | - Specialized Residential Facility                        |
| SSA    | - Social Security Administration                          |
| SSDI   | - Social Security Disability Insurance                    |
| SSI    | - Supplemental Security Income                            |
| SSP    | - State Supplementary Program                             |

- TASH - The Association for the Severely Handicapped
- TCRC - Tri-Counties Regional Center
  
- UAP - University Affiliated Program
- UCI - Unique Client Identifier
- UCP - United Cerebral Palsy
- UFS - Uniform Fiscal System
  
- VAC - Vendor Advisory Committee
- VIA - Valley Industry Association (Santa Clarita Valley)
- VICA - Valley Industry & Commerce Association (San Fernando Valley)
- VMRC - Valley Mountain Regional Center
  
- WAP - Work Activity Program
- WIOA - Workforce Innovation and Opportunity Act

[alphabetsoup] January 7, 2021