



Board of Trustees Meeting

Wednesday, January 12, 2022
6:30 p.m.

Via Zoom Technology

Packet #2

North Los Angeles County Regional Center
Board Packet #2
January 12, 2022

Contents

1. **Purple:** (page 3)
Consent Items
2. **Green:** (page 7)
Committee Action Items – Consumer Services Committee
3. **Blue:** (page 20)
Committee Action Items – Consumer Advisory Committee
4. **Orange:** (page 22)
Committee Action Items – Strategic Planning Committee
5. **Pink:** (page 24)
Additional Committee Action Items - Administrative Affairs Committee
6. **Purple:** (page 49)
Executive Director Report
7. **Green:** (page 80)
Self-Determination Program (SDP) Report
8. **Yellow:** (page 83)
Administrative Affairs Committee
9. **Blue:** (page 99)
Consumer Advisory Committee
10. **Orange:** (page 101)
Executive Committee
11. **Pink:** (page 106)
Old Business/New Business

North Los Angeles County Regional Center
Board of Trustees Meeting - *Via Zoom*
Wednesday, January 12, 2022
6:30 p.m.

~ **REVISED AGENDA** ~

1. **Call to Order & Welcome** – Lety Garcia, Board President
2. **Housekeeping**
 - A. Spanish Interpretation Available
 - B. Public Attendance (please note name in Chat)
 - C. Monthly Submission for Respite Billing
3. **Board Member Attendance** – Liliana Windover, Executive Administrative Assistant
4. **Introductions**
5. **Public Input & Comments** (3 minutes)
6. **Consent Items**
 - A. Approval of Revised Agenda (*Packet 2, Page 3*)
 - B. Approval of November 10th Board Meeting Minutes (*Packet 1, Page 8*)
7. **Committee Action Items**
 - A. Administrative Affairs Committee – Ana Quiles
 1. Approval of Revised Awarding Start-Up and Development Funding Policy (*Packet 1, Page 25*)
 2. Approval of FY2021-2022 Administrative Affairs Committee Critical Calendar (*Packet 1, Page 30*)
 - B. Nominating Committee – Angelina Martinez
 1. Approval of Board President appointment of additional committee member -Ana Quiles
 - C. Consumer Services Committee – Gabriela Herrera
 1. Approval of Revised and New Service Standards
 - a. Case Finding/Public Information (*Packet 1, Page 31*)
 - b. Family Supports – (*Packet 1, Page 36*)
 - c. Social Recreation, Camp and Non-Medical Therapies (new) (*Packet 1, Page 52*)
 - d. Revised Education & Vocational Service Standard (*Packet 2, Page 7*)

- e. Clinical Services (*Packet 1 Page 76*)
 - f. Social/Recreational Activities (eliminated) (*Packet 1, Page 86*)
- D. Consumer Advisory Committee – Caroline Mitchell
- 1. Approval of Committee Policy Revision (*Packet 2, Page 20*)
- E. Strategic Planning Committee – Marianne Davis
- 1. Approval of Committee’s Policy Revision (*Packet 2, Page 22*)
 - 2. Approval of Bylaws Change - Article VII, Section 11 (*Packet 1, Page 92*)
 - 3. Approval of Committee’s Priorities for FY2021-22 (*Packet 1, Page 99*)

8. Additional Action Items

- A. Administrative Affairs Committee
- 1. Approval of Contracts
 - a. Master Board Resolution Extension – COVID-19 Contracts (*Packet 2, Page 24*)
 - b. Master Board Resolution Extension – COVID-19 Subcodes (*Packet 2, Page 27*)
 - c. WiCare (HL0973-862) (*Packet 2, Page 30*)
 - d. McLennan Avenue Home (HL0914-930) – 3rd Amendment (*Packet 2, Page 34*)
 - e. Brilliant Corners (PL1864-999) – 3rd Amendment (*Packet 2, Page 39*)
 - f. W&W Joint Ventures (PL2057-999) – 1st Amendment (*Packet 2, Page 45*)

9. Association of Regional Center Agencies – Angelina Martinez

- A. Report on ARCA Meetings

10. Executive Director’s Report – Ruth Janka (*Packet 2, Page 49*)

11. Self-Determination Program (SDP) Report – Jesse Weller (*Packet 2, Page 80*)

12. Administrative Affairs Committee – Ana Quiles

- A. Minutes of the November 23rd Meeting (*Packet 2, Page 83*)
- B. Revised FY2021-22 Monthly Financial Report (*Packet 2, Page 94*)
- C. Revised FY2020-21 Provider Relief Funds Financial Report (*Packet 2, Page 98*)
- D. Monthly Human Resources Report (*Packet 1, Page 111*)

13. Consumer Advisory Committee – Caroline Mitchell

- A. Minutes of the January 5th Meeting (*Packet 2, Page 99*)

14. Consumer Services Committee – Gabriela Herrera

- A. Minutes of the November 17th Meeting (*Packet 1, Page 113*)
- B. Project Plan for Consumer Services

- 15. Executive Committee – Lety Garcia**
- A. Minutes of the November 23rd Meeting (*Packet 2, Page 101*)
 - B. Action Taken to Approve Contracts:
 - 1. Software Management Consultants, Inc. (SQL Developer/Network Architect Services) (*Packet 1, Page 120*)
 - 2. Excellence Community Rehabilitation Program LLC (PL2079-055) (*Packet 1, Page 123*)
 - 3. Excellence Community Rehabilitation Program LLC (PL0972-880) (*Packet 1, Page 128*)
- 16. Government & Community Relations Committee – Jeremy Sunderland**
- A. Minutes of the November 17th Meeting (*Packet, Page 132*)
- 17. Nominating Committee – Angelina Martinez**
- A. Minutes of the January 5th Meeting - *Deferred*
 - B. Status of Board & VAC Member Recruitment
 - C. Interest in Serving as a Board Officer, ARCA Delegate, ARCA Alternate, CAC Chair or CAC Vice-Chair in FY 2022-23
 - 1. Officer Policy Statements available in “Policies” section of the FY21-22 Board Manual
- 18. Post-Retirement Medical Trust Committee – Lety Garcia**
- A. Next Quarterly Meeting: January 26th
- 19. Strategic Planning Committee – Marianne Davis**
- A. Minutes of the November 1st Meeting (*Packet 1, Page 137*)
 - B. Minutes of the December 6th Meeting (*Packet 1, Page 143*)
 - C. Minutes of the January 3rd, 2022 Meeting - *Deferred*
 - D. 1st Quarter Report on CIE and PIP Activities (*Packet 1, Page 151*)
 - E. 1st Quarter Report on Program Closures (*Packet 1, Page 152*)
 - F. 1st Quarter Report on New Vendorizations (*Packet 1, Page 153*)
 - G. Strategic Thinking Survey Launch – 1/11/2022
 - H. Strategic Planning Retreat Logistics
 - a. In Person and COVID Rapid Testing
 - b. Alternative Participation Options
- 20. Vendor Advisory Committee - Sharoll Jackson**
- A. Minutes of the November 4th Meeting (*Packet 1, Page 154*)
 - B. Minutes of the January 6th Meeting - *Deferred*
- 21. Old Business/New Business**
- A. Board and Committee Meeting Attendance Sheets (*Packet 2, Page 106*)
 - B. Board and Committee Meetings Time Report (*Packet 1, Page 166*)

- C. Updated Acronyms Listing (*Packet 1, Page 169*)
- D. Meeting Evaluation (*Packet 1, Page 175*)

22. Announcements/Information/Public Input

- A. **Board Training:** Cultural and Linguistic Competency, **January 22nd at 8:00am,** via Zoom
- B. **Town Hall:** “Adult Services”, **Thursday, January 20th,** at **1:30 p.m.,** via Zoom
- C. **Cafecito Entre Nos:** **Thursday, January 13th** at **11:00 a.m.,** via Zoom
- D. **Aprendiendo Entre Nos:** **Thursday, February 17th** at **10:00 a.m.,** via Zoom
- E. **Board Meeting:** **Wednesday, February 9th** at **6:30 p.m.** via Zoom.

23. Adjournment





North Los Angeles County Regional Center

Service Standards

Adopted by the Board of Trustees
May 9, 2018

*Approved by the
Department of Developmental Services
November 16, 2018*

TABLE OF CONTENTS

INTRODUCTION	<u>Error! Bookmark not defined.</u> <u>Error! Bookmark not defined.</u> <u>2</u>
<i>(Approved: July 22, 2010)</i>	
I. CASE FINDING AND PUBLIC INFORMATION	<u>Error! Bookmark not defined.</u> <u>Error! Bookmark not defined.</u> <u>5</u>
<i>(Approved: May 14, 2012)</i>	
II. PRENATAL/GENETICS/AT RISK	<u>Error! Bookmark not defined.</u> <u>Error! Bookmark not defined.</u> <u>8</u>
<i>(Approved: July 22, 2010)</i>	
III. EARLY START PROGRAM	9
<i>(Approved: November 16, 2018)</i>	
IV. INDIVIDUAL PROGRAM PLAN (IPP) DEVELOPMENT	23
<i>(Approved: November 16, 2018)</i>	
V. FAMILY SUPPORTS AND LIVING ARRANGEMENTS	<u>Error! Bookmark not defined.</u> <u>Error!</u> <u>Bookmark not defined.</u> <u>36</u>
<i>(Approved: October 8, 2018)</i>	
VI. SOCIAL RECREATION, CAMP, AND NON-MEDICAL THERAPIES	50
<i>(Revised November 15, 2021)</i>	
VII. EDUCATIONAL AND VOCATIONAL SERVICES (School Age, Adults, and Seniors)	58
<i>(Approved: October 8, 2018)</i>	
VIII. CLINICAL SERVICES	68
<i>(Approved: March 8, 2016)</i>	
IX. SOCIAL/RECREATIONAL ACTIVITIES.....	76
<i>(Approved: July 22, 2010)</i>	
IX. LEGAL STATUS AND PROTECTIONS	78
<i>(Approved: October 8, 2018)</i>	
X. TRANSPORTATION SERVICES	90
<i>(Approved: May 14, 2012)</i>	
XI. FAIR HEARING PROCESS	92
<i>(Approved: January 26, 2011)</i>	

VII. EDUCATIONAL AND VOCATIONAL SERVICES (SCHOOL AGE, ADULTS & SENIORS) Service and Procedural Standards

PHILOSOPHY

It is the philosophy of NLACRC that individuals with developmental disabilities have the right to access the same educational, vocational, and employment opportunities available to non-disabled people of the same age in their communities. Regardless of the severity of the developmental disability, NLACRC will advocate for and support integrated competitive employment for adult consumers. Similarly, for minors, NLACRC will provide advocacy and support for families, and service providers in promoting independence for their consumers through skill development and natural experiences, which lead to maximizing their opportunities for employment and active community membership when they enter adulthood. It is the responsibility of NLACRC and its partners to responsibly create, advocate and deliver supports and services that provide consumers opportunities to be as independent and self-sustaining as possible throughout their lifetime. NLACRC will provide quality information and advocate for consumers to ensure that they receive full benefit from generic services. In addition, NLACRC will assure the availability of alternate or supplemental community services and supports as well as site-based day program service options that are not available from generic services. These service options will ensure that consumers have a variety of viable and age-appropriate choices. Moreover, the consumer's personal preferences and cultural heritage will be considered in the provision of day program services.

SCHOOL AGE

DEFINITION

Special Education

Under the Individuals with Disabilities Education Improvement Act (IDEIA) and the California Education Code, individuals with developmental disabilities ages 0 and up to 22 years old through the 21st year are entitled to a free and appropriate public education., which includes designated instruction and related services reasonably calculated to assist the individual in achieving his or her educational goals as agreed upon through the individualized educational program planning process.

- Ages 0 through 2 years

“Free appropriate public education is offered to individuals 3 and up to 22 years old

~~through 21 years~~ of age in California.⁴

For infants and toddlers less than 3.0 years of age and their families who are eligible to receive services from both the regional center and a local education agency, the regional center shall be the agency responsible for providing or purchasing appropriate early intervention services that are beyond the mandated responsibilities of local education agencies. The local education agency shall provide special education services up to its funded program capacity.

- Ages 3 ~~through 21 year~~to 22 years old
 - a. For children ages 3 through 4.9 years, special education preschool programs provided by school districts should be designed specifically to meet the unique intensive needs of these students if their needs cannot be met in a regular instructional program with modifications (e.g. regular preschool in the community).
 - b. For children ages 4.9 up to 22 years old ~~through 17-15 years~~, public school programs are intended to include, but not be limited to: academic training; prevocational and vocational training; speech therapy; occupational and physical therapies; transportation; mobility training; adaptive physical education; counseling services; social skills training; and other designated instructional services as identified in the student's Individualized Education Program (IEP).
 - c. For children ages 14 and older ~~16 or younger, if deemed appropriate~~, the IEP must include transition services to prepare the child for life after school. An Individual Transition Plan must be included in the IEP and updated every year to include:
 - Appropriate, measurable post-secondary goals based on age-appropriate assessments related to training, education, employment, and where appropriate, independent living skills.
 - The transition services, including the course of study, related services, community experiences, employment and adult living skills, needed to help the student in reaching those goals.
 - Beginning one year before the student reaches the age of 18, a statement that the student has been informed that the rights afforded to parents under IDEIA will transfer to the student at age 18, unless the student has been determined to be incompetent under state law. Transition services, IEP/TTP for a student with a disability in a secondary education setting (high school), are a coordinated set of activities that are:

⁴ ~~Code of Federal Regulations 34, Section SS300.101~~

- Focused on improving the academic and functional achievement of the student with a disability to facilitate the student's movement from school to post-school activities, including post-secondary education, vocational education, integrated employment (including supported employment), continuing an adult education, adult services, independent living, or community participation.
 - Based on the individual student's needs, taking into account the student's strengths, preferences, and interests.
 - Inclusive of instruction, related services, community experiences, the development of employment and other post-school adult living objectives, and, if appropriate, acquisition of daily living skills and a functional vocational evaluation.
- d. Adults with developmental disabilities 18 ~~through 21 years~~ and up to 22 years old are also entitled to continue in public education if they have not yet completed their prescribed course of study and/or have not met proficiency standards.

POLICY

~~NLACRC's authority to purchase educational services for consumers age 3 through 17 years of age is temporarily suspended, however NLACRC may grant an exemption on an individual basis in extraordinary circumstances.~~ NLACRC will advocate and work with students and/or their representatives to secure all mandated services through the IEP or Individualized Transition Plan (ITP) process, including service coordinator or other regional center representative participation and/or development of an advocacy plan for the IEP. NLACRC will also encourage and counsel students and their families on the use of services offered by public schools under IDEIA.

NLACRC recognizes school age consumers (students, ages 3 ~~through to 22 years old~~ 21 years inclusive) have the right to a free and appropriate public education. The needs of the student should determine the educational setting and related services. Academic, vocational, and related services should be provided in settings that offer opportunities to relate and develop friendships with peers of similar ages. NLACRC will support and advocate for students and families who choose full inclusion as their preferred educational setting.

NLACRC will advocate and work with families in the transition to the public schools when the consumer turns 3 years of age.

For students ages 14 and up to 22 years old ~~through 21 years, inclusive,~~ who are preparing to leave public education, NLACRC will collaborate with the student, family, school and other community agencies to develop a transition plan that will optimize the student's success in employment and other adult roles in the community. For those students over

the age of 18 years who have completed their prescribed course of study and have received either a diploma or certificate of completion, NLACRC will coordinate services per Adult Educational and Vocational Program Services Standards.

It is the policy of the State that opportunities for integrated, competitive employment shall be given the highest priority for working age individuals with developmental disabilities, regardless of their disabilities.

Effective July 1, 2011, NLACRC shall not purchase day program, vocational education, work services, independent living program, or mobility training and related transportation services for a consumer who is 18 ~~to~~ and up to 22 years of age, if that consumer is eligible for special education and related education services and has not received a diploma or certificate of completion, unless the Individual Program Plan (IPP) team determines that the consumer's needs cannot be met in the educational system or grants an exemption.

ADULTS

DEFINITION

NLACRC funds adult day services and supports that are structured community or site-based programs, or supports that lead to integrated, competitive employment. NLACRC offers these services to consumers who are no longer eligible for public schools (usually age 22 years and older).

The following range of options (usually funded by the NLACRC) may be available as site-based or supported/community-based training and programming. Training and other activities should be based on a person-centered plan and take place in natural environments. Instruction should be based on a critical skills model.

- Integrated, competitive employment shall be the first option considered by the planning team, at or above minimum wage, including the prevailing wage, for working age individuals, but individuals may choose goals other than integrated, competitive employment and have a right to receive career counseling, information, and referrals.
- Post-secondary education, technical, or vocational training and internship programs may be considered as a means to achieve integrated, competitive employment, or career advancement.
- Skills training programs are designed to develop, maintain, increase, or maximize an individual's independent functioning in areas that may include self-care, physical development, emotional growth, socialization, self-advocacy, communication, functional academics, and cultural development. They are designed to enable adults to engage in productive work or other meaningful activities. The use of generic

resources must be considered first.

- Socialization and community-based training programs are designed for those consumers who may prefer to have increased skill acquisition prior to selecting a vocational or educational type of program. The programs provide planned activities that may be community-based and promote social interaction and participation in the community. They focus on the consumer's use of skills necessary for activities of daily living, socialization, recreation, and community integration.
- Behavior management day programs serve consumers who exhibit behaviors that require more intensive supervision than is available in day activity centers, adult development centers, and some vocational day services. A behavior management day program may serve consumers who are dually diagnosed with both developmental and mental illness. These programs may provide services through a combination of therapeutic interventions.
- Basic self-care programs focus on developing, maintaining, or improving functional skills such as toileting, eating, basic cleanliness and communication. In addition, the programs provide opportunities for practical skill development, socialization, vocational activities and community integration.
- The California Department of Rehabilitation offers a variety of vocational and employment services for eligible persons that include occupational training and individual supported employment. Paid work is offered in a variety of settings with supervision and/or support. The Department of Rehabilitation funds these services.
- The community offers a variety of adult education and training opportunities through such generic resources as community colleges and the state university system.

NLACRC places a high priority on opportunities for adults with developmental disabilities to choose and customize day services to meet their individualized needs, have opportunities to further the development or maintenance of employment and volunteer activities, direct their services, pursue postsecondary education, and increase their ability to lead integrated and inclusive lives. To further these goals, a consumer may choose a tailored day service or vouchered community-based training service, in lieu of any other regional center vendored day program, look-alike day program, supported employment program, or work activity program.

Competitive Integrated Employment

Assisting individuals with a developmental disability to be competitively employed in integrated work settings is a high priority. Competitive employment means the individual is eligible for the same level of benefits provided to other employees and there are

opportunities for advancement that are similar to those for other employees who are not individuals with disabilities and who have similar positions.² Integrated employment means the engagement of an employee with a disability in work in a setting typically found in the community in which individuals interact with individuals without disabilities other than those who are providing services to those individuals, to the same extent that individuals without disabilities in comparable positions interact with other persons³

Effective July 22, 2016, and pursuant to the Workforce Innovation and Opportunity Act, individuals age 24 or younger must receive special education transition services⁴, and must be referred to the Department of Rehabilitation for assessment for competitive employment prior to engaging in subminimum wage employment. Further, an individual must either be found ineligible or unable to succeed at competitive employment and must receive career counseling before working a subminimum wage job.

An individual of any age who is already working in a subminimum wage job before July 22, 2016 must be provided with a career counseling, including information and referrals to programs in the employer's geographic area, annually.

Pursuant to section 4870 of the Lanterman Act, an individual may be placed in competitive employment by a vendored regional center service provider.

Further, the Center will work in partnership with local school districts and the Department of Rehabilitation to ensure individuals with developmental disabilities are referred for assessment for competitive employment and receive the supportive services necessary to achieve his or her employment goals.

Effective July 1, 2021 until June 30, 2025 the competitive integrated employment incentive payments for each milestone shall be as follows:

- 1) A payment of \$2,000 to the provider is the individual is still engaged in competitive employment after 30 consecutive days;
- 2) An additional payment of \$2,500 will be made to the provider if an individual remains in competitive employment for a consecutive six (6) months; and
- 3) An additional payment of \$3,000 if an individual remains in the same competitive integrated -employment for 12 consecutive months.

The Center will report annually to the department regarding the payments for placements and payments made on July 1, 2021 and thereafter will not be in addition to fees paid to supported employment programs for the placement of individuals in competitive employment pursuant to section 4860 of the Welfare and Institutions Code.

2 Federal definition of "Competitive Integrated Employment" (Workforce and Innovation Opportunity Act, Section 7, 29 U.S.C. Section 705(5).)

3 Section 4851 (o) of the Welfare and Institutions Code

4 Please see transition planning requirements on page 38 & 39.

Lastly, service providers who place individuals in a paid internship program are not eligible to receive competitive, integrated employment incentive payments until the individual is transitioned into a competitive integrated employment placement that is not funded as an internship.

Paid Internship Program

To encourage competitive integrated employment opportunities, individuals may participate in paid internships. The internships will be in competitive, integrated work environments and will assist in the development of skills that will facilitate paid employment opportunities in the future. ~~Payments for internships cannot exceed \$10,400 per year for each individual placed in an internship.~~

Internships cannot exceed 1,040 hours per year per individual and payments include all employer related costs. Interns must be paid at or above minimum wage and equal to customary wage paid by employer for same or similar work performed by an individual without a disability.

On or after July 1, 2021, a \$750 payment will be made to the provider if an individual placed in a paid internship program remains for 30 consecutive days. An additional \$1,000 payment will be made if an individual remains in their paid internship for 60 consecutive days. Of note, placements must be in competitive, integrated work environments and must be directed toward the development of vocational skills that will facilitate paid work opportunities for the individual in the future. The Center will increase awareness of internships to consumers outside of current employment programs as part of the individual program planning process as well as through outreach; the Center will also report program participation annually to the department.

Tailored Day Service

A tailored day service shall do both of the following:

- Include an individualized service design, as determined through the IPP and approved by NLACRC that maximizes the consumer's individualized choices and needs. This service design may include, but may not be limited to, the following:
 - a. Fewer days or hours than in the program's approved day program, look-alike day program, supported employment program, or work activity program design.
 - b. Flexibility in the duration and intensity of services to meet the consumer's individualized needs.
- Encourage opportunities to further the development or maintenance of employment, volunteer activities, or pursuit of postsecondary education, maximize consumer direction of the service, and increase the consumer's ability to lead an

integrated and inclusive life.

The type and amount of tailored day service shall be determined through the IPP process.

The IPP shall contain, but not be limited to, the following:

- A detailed description of the consumer's individualized choices and needs and how these choices and needs will be met.
- The type and amount of services and staffing needed to meet the consumer's individualized choices and needs, and unique health and safety and other needs.

Effective July 1, 2011, and prior to the time of development, review, or modification of a consumer's IPP, NLACRC will provide information about tailored day service to eligible adult consumers. A consumer may request information about tailored day services from NLACRC at any time and may request an IPP meeting to secure those services.

Vouchered Community-Based Training Service

A vouchered community-based training service is defined as a participant-directed service that assists the consumer in the development of skills required for community integrated employment or participation in volunteer activities, or both, and the assistance necessary for the consumer to secure employment or volunteer positions or pursue secondary education. Vouchered community-based training services shall be provided in natural environments in the community, separate from the consumer's residence.

A consumer, parent, or conservator vendored as a vouchered community-based training service must utilize the services of a financial management services (FMS) provider. NLACRC will provide information about available FMS and will assist the consumer in selecting a FMS vendor to act as co-employer. A parent or conservator cannot be the direct support worker employed by the vouchered community-based training service vendor.

If the direct support worker is required to transport the consumer, the vouchered community-based training service vendor will verify that the direct support worker can transport the consumer safely and has a valid California driver's license and proof of insurance. A consumer vendored as a vouchered community-based training service may also be eligible for a regional center-funded bus pass, if appropriate and needed.

Vouchered community-based training services are limited to a maximum of 150 hours per quarter. The services to be provided and the service hours will be documented in the consumer's IPP.

A direct support worker of vouchered community-based training service must be an adult who possesses the skill, training, and experience necessary to provide services in accordance with the IPP.

Effective July 1, 2011, and prior to the time of development, review, or modification of a consumer's IPP, NLACRC will provide information about vouchered community-based training service to eligible adult consumers. A consumer may request information about vouchered community-based training service from NLACRC at any time and may request an IPP meeting to secure those services.

The type and amount of vouchered community-based training service is determined through the IPP process. The IPP will contain, but not be limited to, the following:

- A detailed description of the consumer's individualized choices and needs and how these choices and needs will be met.
- The type and amount of services and staffing needed to meet the consumer's individualized choices and unique health and safety and other needs.

POLICY

It is the policy of NLACRC to advise, advocate and help adult consumers (usually age 22 years and older) to access adult education, employment opportunities, vocational services, or adult day services to meet their individual needs and preferences. It is the intent of the Lanterman Developmental Disabilities Services Act that appropriate generic resources need to be explored and utilized. Effective October 9, 2013, each regional center IPP planning team, when developing an IPP for a working age adult, must consider a specified Employment First policy. Integrated competitive employment will be the first option considered for every adult NLACRC supports at or above minimum wage, and all goals developed and service provided shall be done with that outcome in mind. Post-secondary education, technical or vocational training, and internship programs may be considered as a means to achieve integrated, competitive employment or career advancement. The use of generic resources must be considered first.

It is the responsibility of the planning team, through the IPP process, to identify the appropriate day service for a consumer. The team must consider the consumer's preferences and the ability of the service provider to meet the consumer's IPP goals and objectives. With the exception of tailored day program services, the regional center shall set forth in the IPP the length of the consumer's program day. The regional center may change the length of the declared and approved program day in order to meet the needs of the consumer upon the recommendation of the IPP planning team. The regional center shall set forth in the IPP the reasons for the change in the length of the declared and approved program day. The team must also assess the effectiveness and cost-effectiveness of the service when NLACRC funds are to be used.

Adult day services and supports may be provided in many settings and service formats to attain desired goals and objectives. Therefore, periodic IPP meetings must be scheduled to determine if the desired outcomes are being accomplished.

Finally, adult day services and supports should provide maximum opportunity for valued activities, meaningful work and learning in integrated settings within a framework for a pattern of life similar to non-disabled persons of the same age. There should be close communication between the adult day service and primary care giver and/or others designated by the consumer to assure continuity.

SENIORS

DEFINITION

Generic programs for seniors are offered by agencies funded by Area Agencies on Aging under Title III of the Older Americans Act and are available to anyone 60 years of age and older.

In addition to day program services, senior programs may offer congregate and home delivered meals, case management, in-home and residential services, escort transportation, legal services, information and referral, physical and mental health services, and other social activities.

Services to a senior with developmental disabilities are directed toward assisting the individual to participate in social and recreational activities while retaining his or her ability to function as independently as possible. NLACRC will refer eligible consumers to generic services for seniors. NLACRC may purchase or develop specialized services or supports needed to integrate consumers successfully into generic senior programs.

NLACRC acknowledges that consumers who are engaged in work or adult services should be involved in retirement decisions as part of an individual planning process. It is recognized that not all seniors with developmental disabilities may be best served in programs for senior citizens. Adult day services and “alternative senior program” components will be available as a service option to older persons with developmental disabilities.

POLICY

It is the policy of NLACRC to assure that older persons with developmental disabilities are aware of and have access to the services afforded to all individuals more than 60 years old under the Older Americans Act.

Services to a senior with developmental disabilities should help that individual to participate in social and recreational activities while retaining his or her ability to function as independently as possible. NLACRC will refer eligible consumers to generic services for seniors. NLACRC may purchase or develop specialized services or supports needed to

integrate consumers successfully into generic senior programs.

NLACRC acknowledges that consumers who are engaged in work or adult services should be involved in retirement decisions as part of an individual planning process. It is recognized that not all seniors with developmental disabilities may be best served in programs for senior citizens. Adult day services will continue to be available as a service option to older persons with developmental disabilities.

EXCEPTION PROCEDURE

NLACRC cannot anticipate all requests for educational and vocational services and supports. It is recognized that some individual needs are so unique that they are not addressed in this service standard. Therefore, NLACRC's executive director or his/her designee may grant exceptions. The planning team must make a request for an exception to the center's staffing committee. The committee must review the request and make a recommendation to the executive director or his/her designee.

North Los Angeles County Regional Center
Consumer Advisory Committee

Policies & Procedures

Bylaws

The Consumer Advisory Committee is established as a standing committee in Article VII., Section 10, of the bylaws of the Board of Trustees of the North Los Angeles County Regional Center, pursuant to Welfare and Institutions Code Sections 4622(G) and 4626. -The committee is responsible for providing the center's Board of Trustees with recommendations on issues important to consumers, such as legislation or services and supports provided by NLACRC or other publicly-funded entities.

Appointment of Committee Chairperson and Vice-Chairperson

The Consumer Advisory Committee chair shall be a member of the Board of Trustees and elected by the Board of Trustees. The term of office shall be one year with no limitations on the number of terms. However, the Nominating Committee should give consideration to alternating their nomination for the position among eligible board members. Election of the committee chair will occur at the time of the regular board elections. The Nominating Committee will also recommend the nomination of a vice chair.

Membership

The Consumer Advisory Committee shall be composed of adult consumers who reside in the regional center's catchment area and participate in ~~4~~5 Consumer Advisory Committee meetings during any 12-month period.

Meeting Frequency

The Consumer Advisory Committee shall meet monthly, except in July and December. A copy of the scheduled meetings will be provided to the Board of Trustees. Other meetings may be scheduled and called by the chairperson of the committee.

Relationship to the Board of Trustees

- Submission of Advice:

The Consumer Advisory Committee, as a standing committee of the Board of Trustees, shall submit advice through reports submitted by its chairperson/designee to the board.

- Training:

The Consumer Advisory Committee shall schedule an orientation and training session for its members annually after new members are seated.

- Staff Support:

Staff support shall be provided through the executive director of the regional center.

North Los Angeles County Regional Center
Strategic Planning Committee

Policies & Procedures

Rationale

North Los Angeles County Regional Center’s (NLACRC) Board of Trustees will create a permanent Strategic Planning Committee (SPC) charged with developing and implementing annual performance contract objectives. The committee will also participate in the development and monitoring of the Center’s strategic plan and give advice to the Board of Trustees on developing a long-range resource development plan.

Composition

- The composition of the SPC shall be consistent with requirements found in the Lanterman Developmental Disabilities Services Act for regional centers when convening any task force or advisory group. As such, the SPC ~~shall~~ may have members who are or who represent primary consumers, family members, service providers, the State Council, and staff. The SPC should have not less than twelve (12) or more than sixteen (16) members, of which a minimum of 60% being board members. The chairperson is selected by the members of the committee.
- The board president, with the advice and consent of the Board of Trustees, shall appoint committee members. A quorum shall consist of 50% of the members of the SPC.

Purpose

The SPC will identify gaps in the service delivery system and recommend alternatives to close these gaps. The committee may identify service gaps in generic agencies within NLACRC’s catchment area that may require some systems advocacy, legislation or interagency coordination.

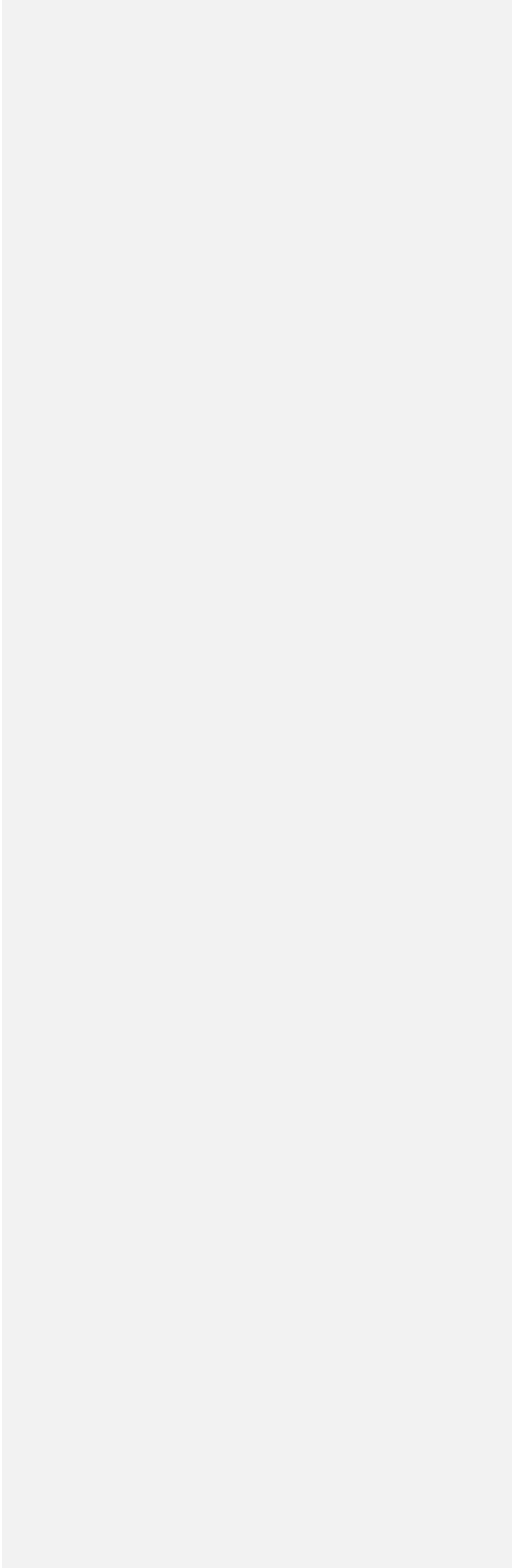
Duties

The duties of the SPC shall be to ~~provide advice~~ participate in the development of NLACRC’s strategic plan, performance contract and make recommendations to the Board of Trustees on adopting and modifying goals and objectives contained in the performance contract. The committee may advise to the Board of Trustees on developing a long-range resource development plan and participate in the strategic planning of types of services needed. At the direction of the Board, the SPC may be required to develop recommendations for the Board’s consideration in other areas, such as pending legislation, housing, or other activities that may require NLACRC to utilize a community forum for input.

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Commented [RJ1]: A recommendation to change this from “shall” to “may” was made during the 12/6/21 committee meeting however the board bylaws state “shall” and thus, a change in this language could result in a failure to adhere to the bylaw (since bylaw requires this composition, and the proposed amendment to policy would make it optional).

Commented [RJ2]: This provision makes the policy consistent with the bylaw re: the SPC.



[polpro.spc] Approved: August 10, 2016

Master Contract Board Resolution Due to COVID-19 Outbreak

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Revision to Master Board Resolution (COVID-19 related) Amendment or New Contract Purchase of Services
2.	The Name of Vendor or Service Provider	Various Service Providers with either a (1) negotiated rate; (2) DDS set rate; (3) Schedule of Maximum Allowance Rate (“SMA”); or (4) Usual & Customary Rate
3.	The Purpose of the Contract	<p>Welfare and Institutions Code (“WIC”), Section 4625.5(a) states that “The governing board of each regional center shall adopt and maintain a written policy requiring the board to review and approve any regional center contract of two hundred fifty thousand dollars (\$250,000) or more, before entering into the contract.</p> <p>Section 4625.5(b), states that “No regional center contract of two hundred fifty thousand dollars (\$250,000) or more shall be valid unless approved by the governing board of the regional center in compliance with its written policy pursuant to subdivision (a).</p> <p>Section 4625.5(c) states that “For purposes of this section, contracts do not include vendor approval letters issued by regional centers pursuant to Section 54322 of Title 17 of the California Code of Regulations.</p> <p>The Master Contract Board Resolution would provide NLACRC the ability to timely implement needed and/or new resources and services to support Consumers and families related to the COVID-19 outbreak and this Board Master Resolution would extend the current authorization period from December 31, 2021 through June 30, 2022.</p> <ul style="list-style-type: none"> • Original Authorized Dates: March 26, 2020 through May 27, 2020 • Revised Authorized Dates: Extend Board of Trustee authorization from May 27, 2020 through July 29, 2020 • Revised Authorized Dates: Extend Board of Trustee authorization from July 29, 2020 through December 31, 2020 • Revised Authorized Dates: Extend Board of Trustee authorization from December 31, 2020 through June 30, 2021 • Revised Authorized Dates: Extend Board of Trustee authorization from June 30, 2021 through December 31, 2021 • Revised Authorized Dates: Extend current Board of Trustee authorization from December 31, 2021 through June 30, 2022
4.	The Contract Term	Either a (i) contract term ranging from a few months to a five (5) year contract; or (ii) coterminous with an existing contract.
5.	The Total Amount of the Contract	Fiscal Impact of each contract will vary by service provider depending upon the type of services provided, the contract term, the rate authorized, and the projected number of Consumers served.

6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service providers based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.
7.	Method or Process Utilized to Award the Contract.	Service Provider will be vendored in accordance with vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Service Provider rate(s) will be established based on rate setting requirements under statute and regulation
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	<p>NLACRC is seeking authorization from the Board of Trustees to authorize any Officer of NLACRC to execute all service provider contracts when the contract is related to implementing services and supports to Consumers and their families needed as a result of the COVID-19 outbreak. This Master Board resolution would extend the authorized period from December 31, 2021 through June 30, 2022.</p> <p>A summary of all service provider contracts executed during the period March 26, 2020 through June 30, 2022 will be provided to the Administrative Affairs Committee for review.</p>

Master Contract Board Resolution Due to COVID-19 Outbreak

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2022, when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak. The NLACRC’s Board of Trustees passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the NLACRC’s Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2022, when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak.

On **January 12, 2022** the NLACRC’s Board of Trustees hereby approves all such contracts when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak

The 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, Chief Financial Officer, Chief of Program Services, or Chief Organizational Development 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 12, 2022

Date

Master Contract Board Resolution Due to COVID-19 Outbreak

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Revision to Master Board Resolution (COVID-19 related) Amendment or New Contract Purchase of Services
2.	The Name of Vendor or Service Provider	Various Service Providers with either a (1) negotiated rate; (2) DDS set rate; (3) Schedule of Maximum Allowance Rate (“SMA”); or (4) Usual & Customary Rate
3.	The Purpose of the Contract	<p>Welfare and Institutions Code (“WIC”), Section 4625.5(a) states that “The governing board of each regional center shall adopt and maintain a written policy requiring the board to review and approve any regional center contract of two hundred fifty thousand dollars (\$250,000) or more, before entering into the contract.</p> <p>Section 4625.5(b), states that “No regional center contract of two hundred fifty thousand dollars (\$250,000) or more shall be valid unless approved by the governing board of the regional center in compliance with its written policy pursuant to subdivision (a).</p> <p>Section 4625.5(c) states that “For purposes of this section, contracts do not include vendor approval letters issued by regional centers pursuant to Section 54322 of Title 17 of the California Code of Regulations.</p> <p>The Master Contract Board Resolution would provide NLACRC the ability to quickly add a subcode to an existing contract in order to have the ability to track POS expenditures related to the COVID-19 outbreak, and this Board Master Resolution would extend the current authorization period from December 31, 2021 through June 30, 2022.</p> <ul style="list-style-type: none"> • Original Authorized Dates: March 26, 2020 through May 27, 2020 • Revised Authorized Dates: Extend Board of Trustee authorization from May 27, 2020 through December 31, 2020 • Revised Authorized Dates: Extend Board of Trustee authorization from December 31, 2020 through June 30, 2021 • Revised Authorized Dates: Extend Board of Trustee authorization from June 30, 2021 through December 31, 2021 • Revised Authorized Dates: Extend current Board of Trustee authorization from December 31, 2021 through June 30, 2022
4.	The Contract Term	Either a (i) contract term ranging from a few months to a five (5) year contract; or (ii) coterminous with an existing contract.

5.	The Total Amount of the Contract	Fiscal Impact of each contract will vary by service provider depending upon the type of services provided, the contract term, the rate authorized, and the projected number of Consumers served.
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service providers based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized rate.
7.	Method or Process Utilized to Award the Contract.	Service Provider will be vendored in accordance with vendorization requirements under statute and regulation.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Service Provider rate(s) will be established based on rate setting requirements under statute and regulation
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	<p>NLACRC is seeking authorization from the Board of Trustees to authorize any Officer of NLACRC to execute all service provider contracts when the contract is for the purpose of adding a subcode in order to track POS expenditures related to the COVID-19 outbreak. This Master Board resolution would extend the authorized period from December 31, 2021 through June 30, 2022.</p> <p>A summary of all service provider contracts executed during the period March 26, 2020 through June 30, 2022 will be provided to the Administrative Affairs Committee for review.</p>

Master Contract Board Resolution Due to COVID-19 Outbreak

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2022, when the purpose of the contract is to add a subcode in order to track POS expenditures related to the COVID-19 outbreak. The NLACRC’s Board of Trustees passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the NLACRC’s Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through June 30, 2022 when the purpose of the contract is to add a subcode in order to track POS expenditures related to the COVID-19 outbreak.

On **January 12, 2022** the NLACRC’s Board of Trustees hereby approves all such contracts when the purpose of the contract is to add a subcode in order to track POS expenditures related to the COVID-19 outbreak.

The 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, Chief Financial Officer, Chief of Program Services, or Chief Organizational Development 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 12, 2022
Date

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New - Nonresidential Negotiated Rate Agreement Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	WiCare LLC Vendor Number HL0973, Service Code 862
3.	The Purpose of the Contract	<p>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.</p> <p>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.</p>
4.	The Contract Term	Five (5) year contract effective February 1, 2022 through January 31, 2027
5.	The Total Amount of the Contract	Projected annual value of the contract is \$1,228,038.32 based on actual FY21 expenditure of similar service code 862 providers. The projected total value of the contract over the 5 year term is \$6,140,191.60.
6.	The Total Proposed Number of Consumers Served	Projected 102 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 DDS-set rate.
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for In-Home Respite Services Agency services.

<p>9.</p>	<p>Method or Process Utilized to Establish the Rate or the Payment Amount</p>	<p>Agency rate for 1 consumer is established by DDS. Projected rate, pending DDS approval. Anticipated to be \$26.73 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"> • For 2 siblings: rate x 1.25% / 2 consumers • For 3 siblings: rate x 1.50% / 3 consumers
<p>10.</p>	<p>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</p>	<p>NLACRC requested the rate from DDS on November 30, 2021 with an effective date of February 1, 2022. Once NLACRC receives the DDS rate letter, contract will be retro-active to the vendorization and rate approval date of February 1, 2022.</p>

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

Service Address: home-based

Mailing Address: 7050 Owensmouth Avenue, #211
Canoga Park, CA 91303

Service Description: In-home respite agency services for consumers over the age of 3 months

Duties Include: • Assisting the family members to enable a person with developmental disabilities to stay at home; • Providing appropriate care and supervision to protect that person's safety in the absence of a family member(s); • Relieving family members from the constantly demanding responsibility of providing care; • Attending to basic self-help needs and other activities that would ordinarily be performed by the family member.

Service Area: San Fernando Valley

Staffing: 1:1 ratio

Direct care provide by staff with minimum requirements: • Over 18 years or older • A high school diploma or GED; • basic computer skills • pass health screening physical; • pass a DOJ background check • must hold a current CPR/First Aid certification; • pass routine evaluations; • TB Clearance

Employment Component: n/a

Exceptional Conditions:

WiCare agrees in each instance to conduct a fingerprint check for every such person to the full extent permitted by law. WiCare agrees that this obligation will include, but not be limited to; applying to the California Department of Justice (DOJ) to become an Applicant Agency authorized to receive the results of DOJ background checks and to submit fingerprints for each applicant for employment to the Department of Justice via Live Scan or by any other method authorized by the DOJ.

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“**NLACRC**”) Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **WiCare LLC** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **WiCare LLC** was reviewed and approved by NLACRC’s Board of Trustees on **January 12, 2022**.

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, Chief Financial Officer, Chief of Program Services, or Chief Organizational Development 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 12, 2022
Date

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	Amendment to GAP Agreement (3 rd), Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	McLennan Avenue Home Vendor Number: HL0914 Service Code: 930
3.	The Purpose of the Contract	<p>The service provider will provide Intermediate Care Facility/Developmentally Disabled-Habilitative services pursuant to Title 17, Sections 50608(a)(2) and 56013. The service provider will provide Intermediate Care Facility/Developmentally Disabled-Habilitative services and is primarily engaged in providing Intermediate Care Facility/Developmentally Disabled-Habilitative services.</p> <p>The initial term for GAP funding was 120 days per consumer There are three (3) amendments to the GAP Agreement each extending the GAP funding per consumer while the Medi-Cal certification is pending. GAP is defined as the period between facility licensure by the Department of Health Services and certification by California’s Department of Public Health of small health facilities when Medi-Cal does not cover any person’s facility costs.</p> <p>The purpose of the 1st Amendment was to extend GAP funding through December 18, 2020, or an additional 246 days of GAP funding per consumer.</p> <p>The purpose of the 2nd Amendment was to extend through December 18, 2021, or an additional 365 days of GAP funding per consumer.</p> <p>The purpose of the 3rd Amendment is to extend through June 18, 2022, or an additional 182 days of GAP funding per consumer.</p>
4.	The Contract Term	Thirty (30) months 12/19/2019 to 06/18/2022
5.	The Total Amount of the Contract	Projected annual cost of \$483,230.80 per year is based on the current daily Medi-Cal Schedule

		<p>of Maximum Allowances (SMA) rate for Intermediate Care Facilities/Developmentally Disabled-Habilitative (ICF/DD-H) of \$330.98, effective August 1, 2021 (\$330.98 x 4 x 365). The projected expenditure for the entire thirty (30) month term of the GAP Agreement is \$1,004,057.12:</p> <p>Projected 6-month expenditure: \$240,953.44 Past actual expenditure: \$765,751.52 12/2019 – 06/2020: \$201,639.24 07/2020 – 06/2021: \$397,311.68 07/2021 – 11/2021: \$166,800.60</p>
6.	The Total Proposed Number of Consumers Served	Currently serving 4 consumers per month. GAP funding is for a maximum of 4 consumers.
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 Medi-Cal Schedule of Maximum Allowances (SMA) rate.
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Intermediate Care Facilities/Developmentally Disabled-Habilitative services.
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).
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	<p>This home was previously vendored as The Olive Tree, a level 4G adult residential facility, until the change in licensure. IPP planning for the existing four (4) consumers confirmed that ongoing placement at the higher level was necessary. GAP funding is for a maximum of 4 consumers.</p> <p>The 3rd amendment establishes an additional six months of funding retroactive from December 19, 2021 to June 18, 2022. The six-month extension is retroactive due to delay in CDPH certification process. NLACRC will review the certification status with CDPH again in May 2022.</p>

		<p>Prior to the COVID pandemic GAP funding was traditionally funded for eight to fourteen months. The COVID pandemic has significantly increased the duration of the gap period as CDPH has established a priority assessment process. The next step in the certification process is an unannounced visit. CDPH is unable to provide a time estimate due to both the unannounced nature and the variability of the priority Medi-Cal certification will be given amongst CDPH's responsibilities.</p>
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Other Vendorizations with Vendor's Tax Identification Number (TIN):

Vendor #	Service Code	Description
PL2023	109	Supplemental Residential Program Support

Service Address: 12325 McLennan Avenue
Granada Hills, CA 91344

Service Description: Intermediate Care Facility – Developmentally Disabled / Habilitative

McLennan Avenue Home is a 24-hour, 7 days a week, non-smoking, licensed Intermediate Care Facility. McLennan Avenue Home trains and provides care for people who require ICF/DD-H Services. The McLennan Avenue Home program is designed to prepare consumers to live as independently as possible in the community by enhancing the capabilities of consumers, their self-sufficiency, and their self-confidence. Consumers will be trained to perform skills to the extent that they are able.

Service Area: San Fernando Valley

Staffing: Staff rate is one staff per three consumers.

There will always be a minimum of one direct care staff when there is one consumer in the facility; the ratio will be one staff to three consumers. The overnight direct care staff will be an awake position if needed. Staffing will be scheduled for 252 hours per week. Each consumer will receive a minimum of 56 hours of active treatment per week. Any active treatment provided by agencies either outside or inside the facility shall be specified in the individual service plan (ISP). There will be no more than two consecutive hours not devoted to active treatment as specified in the ISP. If additional unstructured time is required, such need shall be determined by the ID Team and documented in the consumer's ISP.

Employment Component: n/a

Exceptional Conditions: n/a

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“**NLACRC**”) Board of Trustees reviewed and discussed the Third Amendment to the Gap Agreement (“**Third Amendment**”, “**Agreement**”) for **McLennan Avenue Home** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Third Amendment between NLACRC and **McLennan Avenue Home** was reviewed and approved by NLACRC’s Board of Trustees on **January 12, 2022**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Third Amendment 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 Third Amendment shall be conclusively evidenced by the execution of the Third Amendment by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Chief of Program Services, or Chief Organizational Development 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 12, 2022
Date

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	Third Amendment to CPP Housing Agreement, Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Brilliant Corners, a California nonprofit corporation, known as the Housing Development Organization (“ HDO ”)
3.	The Purpose of the Contract	<p>CPP Housing Agreement is for the acquisition and renovation and improvements of an Enhanced Behavioral Support Home (“EBSH”), for consumers, who are at risk of institutionalization or out-of-state placement, or are transitioning to the community from a developmental center, other state-operated residential facility, institution for mental disease (IMD), or out-of-state placement.</p> <p>An EBSH provides intensive behavioral services and support to adults with developmental disabilities who need intensive services and supports due to challenging behaviors that cannot be managed in a community setting without the availability of enhanced behavioral services and support, pursuant to WIC 4684.81 and 17 CCR Section, 59072.</p> <p>The purpose of the First Amendment was, per DDS approval, to 1) change the capacity of the EBSH being developed from three (3) consumers to four (4) consumers approved by DDS on January 11, 2021; and 2) change the Maximum Funding Amount to include renovation funding.</p> <p>The purpose of the Second Amendment was, per DDS approval, to change the Maximum Funding Amount for renovation funding: increase of \$31,350.</p> <p>The purpose of the Third Amendment is, per DDS approval, to 1) change the Maximum Funding Amount for renovation funding: increase of \$8,800 and 2) extend the funding deadline from December 31, 2021 to January 31, 2022.</p>
4.	The Contract Term	Commences on the effective date of the Property acquisition and ends on the earlier of (i) the date the HDO is no longer the owner of the Property or (ii) December 31, 2050, subject to any earlier

		<p>termination as provided in the Agreement.</p> <p>However, the termination or expiration of the Agreement does not affect the continued enforceability of the documents intended to survive its termination.</p> <p>Acquisition of property must occur by March 6, 2022 or the unspent funds will revert to the State.</p> <p>HDO acquired the property on January 22, 2021.</p>
5.	The Total Amount of the Contract	<p>Original: \$400,000.00 to acquire one (1) property to acquire and renovate an EBSH; the renovation funding for the property will be provided by DDS in a separate CPP/CRDP allocation.</p> <p>First Amendment: Total: \$990,753.00 - Maximum Acquisition Amount: \$221,800.00 - Maximum Renovation Amount: \$768,953.00</p> <p>Second Amendment: Total: \$1,022,103.00 - Maximum Acquisition Amount: \$221,800.00 - Maximum Renovation Amount: \$800,303.00</p> <p>Third Amendment: Revised Total: \$1,030,903.00 - Maximum Acquisition Amount: \$221,800.00 - Maximum Renovation Amount: \$809,103.00</p>
6.	The Total Proposed Number of Consumers Served	Projected four (4) consumers.
7.	The Rate of Payment or Payment Amount	<p>Original: Payment will be reimbursed to the HDO based on performance milestones. The HDO charges a Developer Fee 2.5% of the purchase price for the Property: \$390,244.00 Acquisition & \$9,756.00 Developer Fee.</p> <p>First Amendment: \$990,753.00: \$400,000.00 is project # NLACRC-1920-9 \$590,753.00 is project # NLACRC-2021-1</p> <p>Second Amendment: \$1,022,103.00: \$400,000.00 is project # NLACRC-1920-9 \$622,103.00 is project # NLACRC-2021-1</p> <p>Third Amendment: \$1,030,903.00: \$408,800.00 is project # NLACRC-1920-9 \$622,103.00 is project # NLACRC-2021-1</p>

8.	Method or Process Utilized to Award the Contract.	Request For Proposal (“ RFP ”) process published by NLACRC on November 1, 2019.
9.	Method or Process Utilized to Establish the Rate or the Payment Amount	<p>\$400,000.00 acquisition funding was established in the FY2019-2020 CPP start up plan, which was approved by DDS on October 1, 2019, under project number NLACRC-1920-9.</p> <p>On November 20, 2020, DDS approved an additional \$500,000.00 in renovation funding under Project Number NLACRC-2021-1 in the FY2020-2021 CPP start up plan.</p> <p>On January 20, 2021, DDS approved an additional \$90,753.00 in renovation funding under project NLACRC-2021-1, and a reallocation of \$178,200.00 from acquisition funding to renovation funding under project NLACRC-1920-9. Funds from FY2021 were allocated in the B2 allocation.</p> <p>On September 2, 2021, DDS approved an additional \$31,350.00 in renovation funding under project NLACRC-2021-1. Funds will be allocated in the next allocation cycle.</p> <p>On November 12, 2021, DDS approved an additional \$8,800.00 in renovation funding under project NLACRC-1920-9. Funds will be allocated in the next allocation cycle.</p>
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	<p>Restrictive Covenant will be recorded against the Property to ensure the Property acquired shall be used and occupied only by Consumers in accordance with the provisions in DDS’s CPP/CRDP Guidelines.</p> <p>DDS Deed of Trust. The purpose of the DDS Deed of Trust is to secure HDO’s obligations to DDS, including HDO’s obligations under the Restrictive Covenant. HDO agrees to execute amendments and modifications to the DDS Deed of Trust as reasonably requested by DDS.</p> <p>Required to follow DDS “Guidelines for Purchasing and Developing Permanent Housing through the Regional Center Community Placement Plan”.</p> <p>As of January 5, 2022, NLACRC has requested additional renovation funds, which are still</p>

		pending DDS review and approval. Upon approval, a prospective amendment would be presented for NLACRC's Board of Trustees review and approval.
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Other Vendorizations with Vendor's Tax Identification Number (TIN):

Vendor #	Service Code	Description
PL1161	999	Start-up Funding for CPP
PL1162	999	Start-up Funding for CPP

Service Description:

Brilliant Corners is the Housing Development Organization (“HDO”) for: Elwyn California’s Wyse Enhanced Behavioral Supports Home (“EBSH”) at 35158 Wyse Road, Santa Clarita, CA 91320. The HDO has acquired and will renovate and improve the property leased by Elwyn to provide an EBSH for consumers, who are at risk of institutionalization or out-of-state placement, or are transitioning to the community from a developmental center, other state-operated residential facility, institution for mental disease (IMD), or out-of-state placement.

Staffing: n/a

Employment Component: n/a

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“**NLACRC**”) Board of Trustees reviewed and discussed the Third Amendment to the CPP Housing Agreement (“**Third Amendment**”, “**Agreement**”, or “**Contract**”) for **Brilliant Corners** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Third Amendment between NLACRC and **Brilliant Corners** was reviewed and approved by NLACRC’s Board of Trustees on **January 12, 2022**.

NLACRC’s Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Third Amendment 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 Third Amendment shall be conclusively evidenced by the execution of the Third Amendment by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Chief of Program Services, or Chief Organizational Development 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 12, 2022
Date

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New/Amendment) (POS/OPS)	First Amendment to Service Development Agreement, POS
2.	Name of Vendor or Service Provider	W &W Joint Ventures, Inc. Project #: NLACRC-2021-02 Vendor Number: PL2057, Service Code: 999
3.	Purpose of the Contract	<p>Service Development Agreement to provide startup funding to develop one (1) Specialized Residential Facility (“SRF”). The SRF will serve a maximum of four (4) female adult residents in single occupancy bedrooms. The facility will serve individuals with intellectual disabilities and complex behavioral/medical needs needing placement from a state developmental center, IMD, or state hospital and/or who require forensic follow-up.</p> <p>Behaviors may include, and are not limited to, physical aggression, property destruction, self-injurious behavior (SIB), forensic/court involvement, mental health diagnoses and other behavior challenges requiring support. Residents will need assistance with activities of daily living, safety, communication, socialization, community integration and court appointments. Residents may be cognitively and/or physically impaired (e.g. difficulty making socially acceptable decisions).</p> <p>In place of delayed egress, the home will have a strong clinical component with an emphasis on empirically supported behavior services.</p> <p>The purpose of the First Amendment is to fix a clerical error and remove a requirement that the DSS Community Care Licensing license specify a capacity for non-ambulatory residents. The Request for Proposal published on March 23, 2021 and awarded to Contractor on June 10, 2021 for project NLACRC-2021-02 did not specify the ambulatory status of Consumers occupying the home.</p>
4.	Contract Term	FY2020-2021, June 1, 2021 – March 31, 2023
5.	Total Amount of the Contract	\$300,000.00 to develop one Specialized Residential Facility

6.	Total Number of Consumers Served	A maximum of four (4) consumers.
7.	Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on achievement of Performance Milestones.
8.	Method or Process Utilized to Award the Contract	Request for Proposal (RFP) process that was published by NLACRC on March 23, 2021.
9.	Method or Process Utilized to Establish the Rate or the Payment Amount	FY2020-2021 CPP start-up funds were requested by NLACRC from DDS, and DDS approved the funding in the NLACRC FY2020-2021 CPP approved plan on March 18, 2021. Funds were allocated in the B3 allocation.
10.	Exceptional Conditions or Terms: If Yes, provide explanation	<p>This project does not have a Housing Development Organization.</p> <p>The license for Adult Residential Facilities issued by the California Department of Social Services Community Care Licensing Division details the capacity and ambulatory status for residents within the home. The term “non-ambulatory” means “a person who is unable to leave a building unassisted under emergency conditions”.</p>

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

Vendor #	Service Code	Description
HL0622	915	Residential Facility Adults – SO (Tuscan Street)
HL0682	915	Residential Facility Adults – SO (Watford Way)
HL0831	915	Residential Facility Adults – SO (Rose Street)
PL1358	109	Supplemental Residential Program Support
PL2050	109	Supplemental Residential Program Support
PL2052	109	Supplemental Residential Program Support

Service Address: TBD, property search in progress

Service Description: This vendorization is a development agreement to provide start-up funds for the development of one (1) Specialized Residential Facility to serve four (4) female adults.

Service Area: TBD, property search in progress

Staffing: n/a, On-going services will be provided in the future through service code 113.

Employment Component: n/a

Exceptional Conditions: n/a

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 First Amendment to the Service Development Agreement ("**First Amendment**" or "**Agreement**") for **W &W Joint Ventures, Inc.** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC's Board of Trustees Contract Policy, the First Amendment between NLACRC and **W &W Joint Ventures, Inc.** and was reviewed and approved by NLACRC's Executive Committee on behalf of the Board of Trustees on **January 12, 2022.**

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 First Amendment 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 First Amendment shall be conclusively evidenced by the execution of the First Amendment by such Officer. For purposes of this authorization, an "Officer" means NLACRC's Executive Director, Chief Financial Officer, Chief of Program Services, or Chief Organizational Development 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

January 12, 2022

Date

North Los Angeles County Regional Center
Director's Report – Board of Trustees
January 12, 2022

I. LEGISLATION

2022 Legislatures returned from recess on January 3rd and the Governor's Budget was released on January 10, 2022.

II. STATE/LOCAL UPDATES

A. Department of Developmental Services (DDS)

• **Quality Incentives Workgroup**

This group meets monthly for the purpose of developing quality measures and/or benchmarks to improve consumer outcomes, service provider performance and service quality. DDS has contracted with Person Centered Consulting to support the effort; where the focus is on measuring improvement at the individual, organizational and systemic levels.

• **Regional Center Performance Measures Workgroup Meeting**

This group meets monthly for the purpose of identifying and recommending standardized performance measures across regional centers. The four priorities for performance measures are: service equity and access, person centered planning, consumer and family satisfaction, and service availability and delivery.

• **Early Start Webinar Series 2022 – Cultural Humility**

Begins January 11th and concludes April 26th; series that includes an introduction to unconscious bias and cultural humility, as well as integrating cultural humility into Early Start practice. Registration required. CEUs available for OTs, SLPs, Nurses, MFTs, LCSWs; fee required.

B. Association of Regional Center Agencies (ARCA)

- **Core Staffing Formula Revision** – ARCA with the assistance of a consultant, a former RC Chief Financial Officer, has developed a new formula that calculates the allocation for service coordinator positions at the actual cost for hiring and providing fringe benefits. This will reasonably assure regional center an adequate amount of funding to secure the number of service coordinators needed based on caseload data.

- **Public Webinars and Coordinated Materials** – in an effort to help our community further understand the regional center system and services, ARCA has begun hosting webinars on topics of interest such as employment. They also create informational materials, most recently an infographic that provides information on various topics. Their most recent topic is employment, where information will be provided regarding competitive integrated employment, “Employment First”, paid internship program, supported employment programs, setting employment goals, community resources such as Department of Rehabilitation and American Job Centers of California, regional centers, and will answer the question “Why Work?”

- **Developmental Disabilities Inclusion Resolution** – ARCA is proposing a resolution, based on the recommendation of an ARCA board delegate who shared her perspective that awareness of developmental disabilities is not enough, there should be inclusion. The resolution seeks to establish a Dev. Disabilities Inclusion Month; ARCA is currently seeking authors and will seek legislative approval.

C. State Council on Developmental Disabilities (SCDD)

National Core Indicator Survey Cycle – SCDD will begin the survey cycle for the Adult Family Survey, Family Guardian Survey, and the Child Family Survey; all surveys will be mailed to the homes of families for the parent/guardian to complete.

III. OPERATIONS

COVID 19 Related

1. Statistics

LA County Public Health COVID Update as of Sunday, January 9, 2021

<http://publichealth.lacounty.gov>

Current Hospitalizations: 3,364 (up from 1,994 on 1/3/22)

Positivity Rate: 20.6% (down from 22.7% on 1/3/22)

Over 45,000 new cases of COVID 19 reported on Sunday, January 9 and more than 200,000 confirmed cases in LA County over the past 7 days. Public Health is urging residents to **upgrade masks to medical grade masks that are better at blocking COVID19 virus particles and reconsider attending higher-risk activities.**

Statewide Regional Center COVID – November Statistics:

DDS report received 1/6/22 reflects data from regional centers as of 12/2/21, statewide there have been 578 new cases in November and 21,337 positive cases cumulatively since March of 2020.

NLACRC COVID Statistics as November 2021 (cumulative data):

30 new cases (compared to 20 in October) and 1,349 positive cases total.

2. **Booster Vaccine Mandate**

- Applies to regional center employees and service providers
 - Must obtain vaccination by Feb 1 or within 15 days of eligibility for vaccine booster
 - Any booster-eligible employee not boosted by Feb 1 or within 15 days of date of eligibility for the vaccine must COVID test weekly.

3. **Universal Indoor Mask Mandate**

- California Department of Public Health has extended the order requiring all individuals to wear a mask in indoor public settings to 2/15/2022, regardless of vaccination status. Guidance recommends well-fitting surgical masks or higher-level respirators such as N95s or KN95s.

4. **Update Los Angeles County Public Health Order**

- As soon as possible, and no later than January 17, employers must provide staff who work indoors and in close contact with other workers or the public, with and require them to wear a

well-fitting medical grade mask, surgical mask or higher-level respirator such as the N95 or KN95, at all times while indoors at the worksite.

5. Personal Protective Equipment

Providers are being advised to secure PPE from local sources however if supplies are not available, the department is seeking a supply to make available to support service providers. Requests for assistance should be made to the Center's Community Services Department.

6. DDS Guidance/Directives

12/22/2021 Directive: Extension of Waivers, Modifications, and Directives due to COVID-19

- a. Extends expiration dates of former directives to various dates from 1/25/22 – 2/18/22.
Of note: Additional Participant Directed Services extended to 2/18/22, Extension of Early Start Services to 2/5/2022, Waiver of Half Day Billing Requirements to 1/25/2022, and Waiver of SDP Budget Restrictions for Financial Management Services to 2/12/2022.

7. Return to Workspace

Modified onsite work schedule due to the rise in COVID positivity; staff will work onsite one day per week until further notice. All offices will remain open and in-person intake and assessment will continue at this time.

Non-COVID Related

1. California State Auditor – DDS Audit

- NLACRC selected as part of an audit of DDS
- Scope includes evaluating DDS' oversight responsibilities for regional centers, caseload ratios, CSC vacancy rates, DDS training of regional centers, DDS and RC monitoring of vendors, service delivery, availability of services, oversight responsibilities of boards, and the need for training or technical assistance for regional centers.

2. 2021 Caseload Ratio Plan of Correction

DDS has accepted NLACRC's plan to address our caseload ratios, which includes the addition of contract recruiters, expanded recruitment platforms, accelerated recruitment of service coordinators, and monthly caseload ratio reviews for placement of new service coordinators where caseloads are most impacted.

3. Staffing

Currently projecting 20 new hires for January (1/18/22); 13 Consumer Service Coordinators, 2 Specialists (Officer of the Day), Consumer Services Supervisor, Behavioral Consultant, System Administrator, and 2 Office Assistant II.

4. Cultural Competency/Diversity Equity & Inclusion (DEI) Initiative

- Foundational training was completed for all NLACRC Staff in December. The next phase of training includes implicit bias and micro-aggressions and is scheduled for April.
- The DEI Policy Steering Committee is meeting the last week of January.

5. Community Engagement

Town Halls:

- January 20, 2022 1:30 – 2:30 PM NLACRC “Adult Services”
 - Panelists include Adult Unit Supervisors Jaklen Keshishyan, MPH and Sulma Bol.
- Dec 16, 2021 1:30 – 2:30 PM NLACRC “Eligibility & Intake”
 - Panelists include Dr. Carlo DeAntonio, Clinical Services Director; Dr. Weller, and myself
 - Attendees: 37

Informational Session

- Held Dec 21, 1:00 – 2:00 PM : “CBEM Crisis Services”
 - Attendees: 7

Legislative Town Hall

- Held Nov 30, 2021, 6:00 to 7:30 PM
- Senator Stern, Asm. Valladares, Asm. Lackey, and a representative from Asm. Nazarian’s office participated
 - Attendees: 42

Upcoming Support and Consumer Advocacy Group Meetings include: Cafecito Entre Nos (01/13/22 @ 11:00 a.m.), Filipino Support Group (01/24/22 @ 6:30 p.m.), Self-Advocacy Group Meeting (01/18/22 @ 10:45 a.m.), Parents of Adult Consumers Support Group (01/26/22 @ 6:30 p.m.), and Cultivar y Crecer (01/28/22 @ 6:30 p.m.) Alianza de Hombres (01/11/22 @ 7:00 p.m.).

Additionally, the **Family Focus Resource Center** coordinates several support groups including “Black & African American Family Focus Support Group”, “Men’s Roundtable” and the “Parent Check-In and Chat” (as well as some of the groups noted above).

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.

6. Upcoming Educational Training Opportunities

Family Focus Resource Center is presenting “**Generic Services Series #1**” on 1/21/2022 @ 10:00 a.m., and “**Medi-Cal Waiver**” on 1/28/2022 @ 10:00 a.m. 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 trainings and more.

7. Special Incident Reports

The Center received 64 special incident reports in November, 8 of which occurred in months prior to November. None of the incidents of death in October were reported as COVID related. No significant increases or trends noted.

8. **Quality Assurance**

For the month of November and December respectively, Community Services conducted 174 and 134 unannounced, in-person visits (Community Care Facilities (CCF), Intermediate Care Facilities (ICFs), and Family Home Agencies); 29 and 46 virtual annual reviews, and 37 and 18 “other” in-person and virtual meetings, including Home Community Based Services Interviews, 7 Day Visit, Special Incident Report Follow Up, and Corrective Action Plan Follow Up.

Two (2) Corrective Action Plans were issued in November, related to compliance with admission agreement terms, and provision of fewer direct care staff hours than required by the facility service level. Three (3) Corrective Action Plans were issued in December, related to provision of services specified in a consumer’s IPP, special incident reporting, compliance with administrator and staff qualifications, and compliance with admission agreement terms.

9. **Consumer Statistics**

As of November 30, the Center served 29,958 consumers and applicants, including 4,499 in Early Start and 24,284 in the Lanterman program. The Center’s San Fernando Valley Office serves a total of 18,090 individuals, Antelope Valley serves 7,259 and the Santa Clarita Office serves 3,434.

As of December 31, the Center served 30,111 consumers and applicants, including 4,477 in Early Start and 24,421 in the Lanterman program. The Center’s San Fernando Valley Office serves a total of 18,177 individuals, Antelope Valley serves 7,281 and the Santa Clarita Office serves 3,440.

Special Incident Reports in November 2021

Special Incidents	Children	Adults	Total
Other	1	49	50
Death	0	6	6
			56

Special Incident Reports From Prior Months & Reported in November 2021

Special Incidents	Children	Adults	Total
Other	0	5	5
Death	2	1	3
			8
TOTAL			64

Special Incident Types Report
September 2021 through November 2021 & November 2020

Reasonably Suspected Abuse	21-Nov	21-Oct	21-Sep	20-Nov
Physical Abuse/Exploitation	0	1	3	5
Sexual Abuse/Exploitation	0	0	0	2
Fiduciary Abuse/Exploitation	2	0	1	1
Emotional/Mental Abuse/Exploitation	0	1	0	2
Physical and/or Chemical Restraint	1	0	1	1
Total:	3	2	5	11
Neglect				
Failure to Provide Care to Elderly/Adult	2	4	4	0
Failure to Provide Medical Care	0	1	0	0
Failure to Prevent Malnutrition	0	0	0	0
Failure to Prevent Dehydration	0	0	0	0
Failure to Protect from H/S Hazards	1	1	5	2
Failure to Assist w/ Personal Hygiene	0	0	0	2
Failure to Provide Food/Cloth/Shelter	0	0	0	0
Total:	3	6	9	4
Serious Injuries/Accidents				
Lacerations	2	3	4	4
Puncture wounds	0	0	0	0
Fractures	6	5	3	5
Dislocations	0	1	0	0
Bites	0	0	0	0
Internal Bleeding	2	0	2	2
Medication Errors	14	8	9	9
Medication Reactions	0	2	0	0
Burns	0	0	0	0
Total:	24	19	18	20
Unplanned/Unscheduled Hospitalization				
Respiratory Illness	3	9	12	12
Seizure Related	4	3	4	2
Cardiac Related	3	3	2	1
Internal Infections	7	7	8	15
Diabetes	2	0	0	1
Wound/Skin Care	2	1	1	3
Nutritional Deficiencies	3	1	4	0
Involuntary Psych Admission	6	5	5	12
Total:	30	29	36	46
Victim of Crime				
Robbery	0	0	0	0
Aggravated Assault	0	1	5	0
Larceny	2	1	1	0
Burglary	0	0	0	0
Rape or Attempted Rape	1	1	3	1
Total:	3	3	9	1
Other				
Missing Person-Law Notified	1	2	5	1
Death	9	9	13	9
Total:	10	11	18	10
Total Incidents*	73	70	95	92

***Please note that some Special Incident Reports include multiple reportable incident types and thus, this summary reflects the total number of incident types received for the timeframe indicated.**

Incidents of Death Children		Incidents from prior months and reported in November	
Age: 12 Inc. Date: 9/14/21	Consumer lived in a Sub-Acute facility. She was in the hospital when she passed away, as reported by social worker. No further information was given.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. NLACRC Community Services was notified of this incident.	
Age: 15 Inc. Date: 10/26/21	Consumer lived with family. Mother reported that her heart stopped and could not be started again. She passed away. No further details were provided.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. NLACRC Community Services was notified of this incident.	

Incidents of Death Adults		Incidents from prior months and reported in November	
Age: 23 Inc. Date: 1/4/21	Consumer lived with family. His mother reported that, right after receiving routine dialysis, he went into cardiac arrest and could not be revived. He passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. NLACRC Community Services was notified of this incident.	

Other Incidents Children		Incidents from prior months and reported in November	
Age:			
Inc. Date:			

	Description	Action	Final Disposition
Other Incidents Adults		Incidents from prior months and reported in November	
Age: 18 Inc. Date: 10/31/21	Consumer lives with family. Her mother saw blood on her neck. 911 was called. Paramedics determined that she had cut herself on another part of her body and smeared blood on her neck. She was taken to the hospital for a psychiatric hold.	CSC to follow up. NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 20 Inc. Date: 9/30/21	Consumer lives in a Sub-Acute facility. He had a high heart rate and elevated temperature. He was transferred to the ER, and admitted to the hospital for treatment of a skin infection.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 28 Inc. Date: 7/8/21	Consumer lives with family. She reported that she was raped by a person she knew in her residence. She waited three days to report to police due to being scared. Law enforcement investigation did not find evidence of rape and closed the case.	CSC to follow up. Law Enforcement and NLACRC Community Services were notified of this incident.	
Age: 30 Inc. Date: 9/3/21	Consumer lives with family. Staff members reported witnessing episodes of abuse and neglect by her caregiver, which included hitting her and not supervising her in the bathroom as required.	CSC to follow up. Adult Protective Services and NLACRC Community Services were notified of this incident.	

	Description	Action	Final Disposition
Age: 64 Inc. Date: 10/29/21	Consumer resides in an ICF/DD-H. He had a long seizure, and his temperature was going up. Staff called paramedics. He was taken to the hospital, and admitted for evaluation and treatment.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Incidents of Death Children			
Age: Inc. Date:			

	Description	Action	Final Disposition
Incidents of Death Adults			
Age: 19 Inc. Date: 11/28/21	Consumer lived in a Foster home. She had asthma, which flared up around animals. The foster home had dogs. She had an asthma attack. 911 was called and CPR was done. She arrived at the hospital with collapsed lungs. She passed away due to cardiac arrest.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Child Protective Services, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 29 Inc. Date: 11/13/21	Consumer lived in a CCF. Caregiver found him unresponsive and called 911.	CSC to follow up and request a copy of the death certificate. This case will be	

	Description	Action	Final Disposition
	Paramedics arrived and pronounced him deceased. Cause of death is unknown.	forwarded to the Mortality Review Committee for record review. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 63 Inc. Date: 11/12/21	Consumer lived in a CCF. He was in the hospital, and a DNR was recommended to his family. He was placed on a ventilator and given palliative care for comfort. When the ventilator was removed, he passed away. Cause of death is unknown.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing and NLACRC Community Services were notified of this incident.	
Age: 63 Inc. Date: 11/26/21	Consumer lived in an ICF/DD-H. She was weak, and vomited after breakfast. She turned blue so staff called 911. She was taken to the hospital and diagnosed with a bowel obstruction. She was intubated and moved into ICU. She passed away when the tube was removed.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Department of Health Services and NLACRC Community Services were notified of this incident.	
Age: 71 Inc. Date: 11/11/21	Consumer lived in a CCF. She was found unresponsive and not breathing. 911 was called. Paramedics came and determined that she had passed away. Cause of death is unknown.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing, Department of Health Services, Law Enforcement, Coroner, and NLACRC Community Services were notified of this incident.	
Age: 76 Inc. Date: 11/19/21	Consumer lived in a CCF. She was in the hospital for treatment of acute hypoxia respiratory failure. She was transferred to the ICU and intubated. She was transitioned into hospice care, and passed away.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review. Community Care Licensing and NLACRC Community Services were notified of this incident.	

	Description	Action	Final Disposition
Other Incidents Children			
Age: 13 Inc. Date: 11/23/21	Consumer resides in a Foster home. He became verbally and physically aggressive, threatening to kill his foster mother. She called the police. He then threatened to kill himself. Police took him to the hospital for a psychiatric hold.	CSC to follow up. Law Enforcement, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	

	Description	Action	Final Disposition
Other Incidents Adults			
Age: 21 Inc. Date: 11/25/21	Consumer resides in a CCF. He was at a family friend's house for the holiday. Staff did not pick him up until the next day, which caused him to miss his nighttime medication.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 23 Inc. Date: 11/12/21	Consumer lives with family. She had multiple epilepsy episodes. Paramedics were called. She was taken to the ER, and admitted to the hospital for evaluation and treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 24 Inc. Date: 11/19/21	Consumer lives with family. He was walking around the home with a knife, threatening to kill himself and others. 911 was called. He was taken to the ER, and admitted to the hospital for a psychiatric hold.	CSC to follow up. NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 25 Inc. Date: 11/1/21	Consumer resides in a CCF. She stated that she wanted to go to the park alone, and walked out of the home. Staff	CSC to follow up. Community Care Licensing, Law Enforcement, and	

	Description	Action	Final Disposition
	followed on foot. A car came by and picked her up. Staff went to the police station to report that she was missing.	NLACRC Community Services were notified of this incident.	
Age: 25 Inc. Date: 11/14/21	Consumer resides in a CCF. He went to his uncle's house and went drinking with the neighbors. He said that he hit his hand with a cup and his forehead on the wall. His uncle took him to the hospital where he received stitches in the hand.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 28 Inc. Date: 11/24/21	Consumer lives with family. She was dancing at a holiday party when she had a seizure that caused her to fall. 911 was called. She was taken to the hospital, and admitted. A CAT scan showed two fractures in her neck. Her heart stopped briefly. She was put on a ventilator and transferred to ICU.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 29 Inc. Date: 11/17/21	Consumer resides in a CCF. He went in the backyard, climbed on top of the water reserve barrel, and went into the neighbor's yard. He went into their house, and the neighbors brought him back to the home.	CSC to follow up. Department of Health Services and NLACRC Community Services were notified of this incident.	
Age: 30 Inc. Date: 11/16/21	Consumer resides in a CCF. He became physically aggressive with staff. 911 was called. He eloped from the facility. He spoke with his mother, then returned to the facility to speak with police officers. He was placed on a psychiatric hold.	CSC to follow up. Community Care Licensing, Law Enforcement, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 30 Inc. Date: 11/18/21	Consumer lives with family. He had been experiencing chest pain with difficulty breathing. He was taken to the ER. He had an elevated white blood cell count. He was admitted to the hospital for treatment of an infection.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 31	Consumer resides in a CCF. She received a lower dose of a medication because	CSC to follow up. Community Care Licensing, NLACRC Community	

	Description	Action	Final Disposition
Inc. Date: 11/2/21	the full dose had not been delivered. The delivery was received in the evening and ordered to be given the next day.	Services and Nurse Consultant were notified of this incident.	
Age: 31 Inc. Date: 11/6/21	Consumer resides in a CCF. He became physically aggressive toward staff and himself. Staff implemented holds several times in order to calm him down because he continued with aggressive behaviors repeatedly.	CSC to follow up. Community Care Licensing and NLACRC Community Services were notified of this incident.	
Age: 33 Inc. Date: 11/2/21	Consumer resides in an ICF/DD-H. He did not receive his medication because the pack was missing. A new pack was delivered the same day.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 33 Inc. Date: 11/11/21	Consumer receives Independent Living services. She was drowsy and difficult to rouse from bed. Her mom reported that she snuck canned goods the previous night. Ambulance was called. She was taken to the ER, and admitted to the hospital for evaluation and treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 34 Inc. Date: 11/2/21	Consumer resides in an ICF/DD-H. His medication pack was missing so his dose was not given. Nurse contacted the pharmacy and a new pack was delivered the same day.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 34 Inc. Date: 11/26/21	Consumer resides in a CCF. He was having trouble breathing. His mother took him to the hospital. He was admitted for treatment of fluid in his lung. He passed out during dialysis and needed to stay in the hospital longer.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 35 Inc. Date: 11/1/21	Consumer resides in a CCF. He missed his topical medication for one day because it had no more refills. Staff contacted doctor and got the refill to start again the next day.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Age: 35 Inc. Date: 11/15/21	Consumer resides in a CCF. She called for help and was found sitting on the ground outside. She had fallen when she opened the gate. She could not move and her ankles were swollen. 911 was called. She was diagnosed with broken ankles and scheduled for surgery.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 37 Inc. Date: 11/4/21	Consumer resides in a CCF. She was engaging in maladaptive behaviors. It was reported that residents heard the administrator tell staff to give her more cigarettes than the doctor allocated so she would shut up.	CSC to follow up. NLACRC Community Services was notified of this incident.	
Age: 37 Inc. Date: 11/17/21	Consumer resides in a CCF. Staff noticed bruises on his shoulder, and he groaned when staff attempted to lift his hand. He was taken to the hospital. X-ray showed a fracture in his clavicle. He was fitted with a sling.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 37 Inc. Date: 11/21/21	Consumer resides in a CCF. He became verbally aggressive and he shattered a window, sustaining cuts on his hand. He was taken to urgent care, where he made threats to kill himself. He was transferred to the hospital, and admitted for a psychiatric hold.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 39 Inc. Date: 11/2/21	Consumer resides in a CCF. He was pale and threw up during a day program outing. He was taken to the ER, and admitted to the hospital for treatment of anemia.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 39 Inc. Date: 11/25/21	Consumer resides in an ICF/DD-H. Care provider reported that his medication was not given as prescribed. The error occurred while he was on a home visit.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 44	Consumer resides in an ICF/DD-H. When he returned from a home visit, staff	CSC to follow up. NLACRC Community Services and Nurse	

	Description	Action	Final Disposition
Inc. Date: 11/27/21	noticed that his morning medication was still in the bubble pack.	Consultant were notified of this incident.	
Age: 46 Inc. Date: 11/13/21	Consumer resides in a CCF. She left in the morning to visit her mother, but did not come back until the next afternoon. She missed two doses of her medication.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 46 Inc. Date: 11/19/21	Consumer receives Supported Living services. While applying for benefits online, the system reported that she already had benefits. Staff assisted her in calling the county office and discovered that online purchases had been made using her card.	CSC to follow up. Adult Protective Services, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 48 Inc. Date: 11/10/21	Consumer receives Independent Living services. She refused medication and refused to eat or drink. She appeared tired and was sweating. Paramedics were called. She was taken to the ER, and admitted to the hospital for treatment of a urinary tract infection.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 48 Inc. Date: 11/23/21	Consumer receives Supported Living services. Staff reviewed medication log and pill box, and noticed that he had taken the night medications in the morning. He said that his worker handed him the pill container backwards.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 48 Inc. Date: 11/29/21	Consumer resides in an ICF-DD/N. Staff reported episodes of loose stools with offensive odor, abdominal discomfort, and an episode of emesis. She was taken to the ER, and admitted to the hospital for treatment of a urinary tract infection and small bowel obstruction.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 49 Inc. Date: 11/22/21	Consumer receives Supported Living services. He fell down, face first, while getting out of the car. He was taken to the ER, and diagnosed with a concussion	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
	and fractured nose. He received stitches to close a wound in his chin.		
Age: 50 Inc. Date: 11/29/21	Consumer resides in an ICF-DD/N. He had a scheduled catheter change, but nurse was unable to insert it. He was taken to the ER, and admitted to the hospital for treatment of a urinary tract infection.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 54 Inc. Date: 11/8/21	Consumer receives Supported Living services. During a routine check-up at the hospital, a nurse noted that her blood pressure was high. She complained of chest pain, and was admitted for evaluation and treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 54 Inc. Date: 11/27/21	Consumer receives Supported Living services. Her family returned her medication box with the morning dose of medication still in it when it should have been taken.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 56 Inc. Date: 11/23/21	Consumer receives Independent Living services. Day program staff did not remember to give her scheduled medication.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 58 Inc. Date: 11/6/21	Consumer receives Independent Living services. She contacted staff, stating that she needed to go to the hospital due to a water blister on her lower leg. She was taken to the hospital, and admitted for wound treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61 Inc. Date: 11/9/21	Consumer resides in an ICF-DD/N. She did not receive her morning dose of a medication. The med tech became distracted assisting another resident. Staff nurse noticed the medication still in the bubble pack the next day.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 61	Consumer resides in an ICF/DD-H. She was vomiting brown-colored liquid for a	CSC to follow up. Department of Health Services, NLACRC Community	

	Description	Action	Final Disposition
Inc. Date: 11/28/21	few minutes. Nurse called 911. Paramedics took her to the hospital. She was admitted for treatment of a suspected gastrointestinal bleed.	Services and Nurse Consultant were notified of this incident.	
Age: 62 Inc. Date: 11/2/21	Consumer receives Supported Living services. She was lethargic and unable to hold her head up. She was taken to the ER, and admitted to the hospital for evaluation and treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 62 Inc. Date: 11/16/21	Consumer receives Supported Living services. She was at the dentist for an exam when she had an abnormal EKG. She was taken to the ER, and admitted to the hospital for evaluation and treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 62 Inc. Date: 11/19/21	Consumer resides in a CCF. He had a low oxygen level. Paramedics were called. He was taken to the ER, and admitted to the hospital for treatment of a possible urinary tract infection.	CSC to follow up. Community Care Licensing, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 63 Inc. Date: 11/1/21	Consumer resides in a CCF. He became physically aggressive toward staff, and began trying to hurt himself. His behaviors intensified, so staff called 911. He was taken to the ER, and admitted to the hospital for a psychiatric hold.	CSC to follow up. Community Care Licensing, Law Enforcement, NLACRC Community Services and Psychiatry Consultant were notified of this incident.	
Age: 63 Inc. Date: 11/7/21	Consumer receives Independent Living services. He was coughing and complained of pain in his arm. He began to vomit so staff called 911. He was taken to the hospital, and admitted for evaluation and treatment.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 63 Inc. Date: 11/13/21	Consumer resides in an ICF-DD/N. He had crackling sound in his lungs, and was vomiting and moaning. Paramedics were called. He was taken to the hospital, and admitted for evaluation and treatment.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Age: 63 Inc. Date: 11/18/21	Consumer resides in an ICF-DD/N. He was breathing heavily, and only responded to painful stimuli. 911 was called. He was taken to the hospital, and admitted for treatment of a urinary tract infection and dehydration.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 66 Inc. Date: 11/11/21	Consumer resides in an ICF-DD/N. She complained of pain and pressure in her chest and arm. Paramedics were called. She was taken to the hospital, and admitted for treatment of pneumonia.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 66 Inc. Date: 11/19/21	Consumer receives Supported Living services. He asked for a snack in the middle of the night. Staff went to the kitchen, heard him fall, and found him on the floor. 911 was called. He was taken to the hospital. X-ray showed a hip fracture. He was scheduled for surgery.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 67 Inc. Date: 11/19/21	Consumer receives Supported Living services. When looking through his transactions, several purchases were found that he did not recognize. A staff member had bought groceries for him on one occasion, but the other charges were unauthorized.	CSC to follow up. Adult Protective Services, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 77 Inc. Date: 11/1/21	Consumer resides in an ICF/DD-H. Staff gave her a former higher dose of her morning medication. Nurse realized that the record had not been updated with the new dosage.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	
Age: 78 Inc. Date: 11/3/21	Consumer resides in a Skilled Nursing facility. She was sitting outside on the patio when she suddenly fell forward out of her wheelchair. She was taken to the hospital, and diagnosed with a fracture in her shoulder.	CSC to follow up. NLACRC Community Services and Nurse Consultant were notified of this incident.	

	Description	Action	Final Disposition
Age: 80 Inc. Date: 11/23/21	Consumer resides in a Family Home agency. His morning medication was placed in a cup on the counter, along with his housemate's medication. In a hurry to leave, he mistakenly took his housemate's medications.	CSC to follow up. Department of Health Services, NLACRC Community Services and Nurse Consultant were notified of this incident.	

Residential and Day Program Quality Assurance Monitoring Activities
January 2021 - December 2021

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
# of Res'l & Day QA Staff	7	7	8	8	8	7	7	7	8	8	8		
# Annual Facility Monitoring Visits	0	24	25	28	20	14	8	6	18	32	29		204
# Unannounced Visits	24	92	84	66	63	156	77	112	45	97	174		990
# Corrective Action Plans Issued	1	0	1	3	0	0	2	2	4	5	2		20
*Substantial Inadequacies Cited:													
1.Threat to Health or Safety								1	1	2			
2.Provision of fewer staff hours than req'd				1					1		1		
3.Violations of Rights				1					2	1			
4.Failure to implement consumer's IPP			1	1			1		1	2			
5.Failure to comply with Admission Agreement	1			5			2	3	2	8	2		
6.Deficiencies handling consumers' cash resources													
7.Failure to comply with staff training reqs			1				1			2			
8.L4 fails to use methods per program design													
9.L4 fails to measure consumer progress													
10.Failure to take action per CAP													
11.Failure to use rate increase for purposes authorized													
12.Failure to ensure staff completes DSP requirements.										1			
13.Failure to submit Special Incident Report	1			1			1	1					
*per Title 17 §56054(a)	2	0	2	9	0	0	5	5	7	16	3		

Residential and Day Program Quality Assurance Monitoring Activities

January 2021 - December 2021

All Visits have been completed for 2021

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
# of Res'l & Day QA Staff	7	7	8	8	8	7	7	7	8	8	8	8	8
# Annual Facility Monitoring Visits	0	24	25	28	20	14	8	6	18	32	29	46	250
# Unannounced Visits	24	92	84	66	63	156	77	112	45	97	174	70	1060
# Corrective Action Plans Issued	1	0	1	3	0	0	2	2	4	5	2	3	23
*Substantial Inadequacies Cited:													
1.Threat to Health or Safety								1	1	2			
2.Provision of fewer staff hours than req'd				1					1		1		
3.Violations of Rights				1					2	1			
4.Failure to implement consumer's IPP			1	1			1		1	2		1	
5.Failure to comply with Admission Agreement	1			5			2	3	2	8	2	2	
6.Deficiencies handling consumers' cash resources													
7.Failure to comply with staff training reqs			1				1			2		1	
8.L4 fails to use methods per program design													
9.L4 fails to measure consumer progress													
10.Failure to take action per CAP													
11.Failure to use rate increase for purposes authorized													
12.Failure to ensure staff completes DSP requirements.										1			
13.Failure to submit Special Incident Report	1			1			1	1				1	
*per Title 17 §56054(a)	2	0	2	9	0	0	5	5	7	16	3	5	

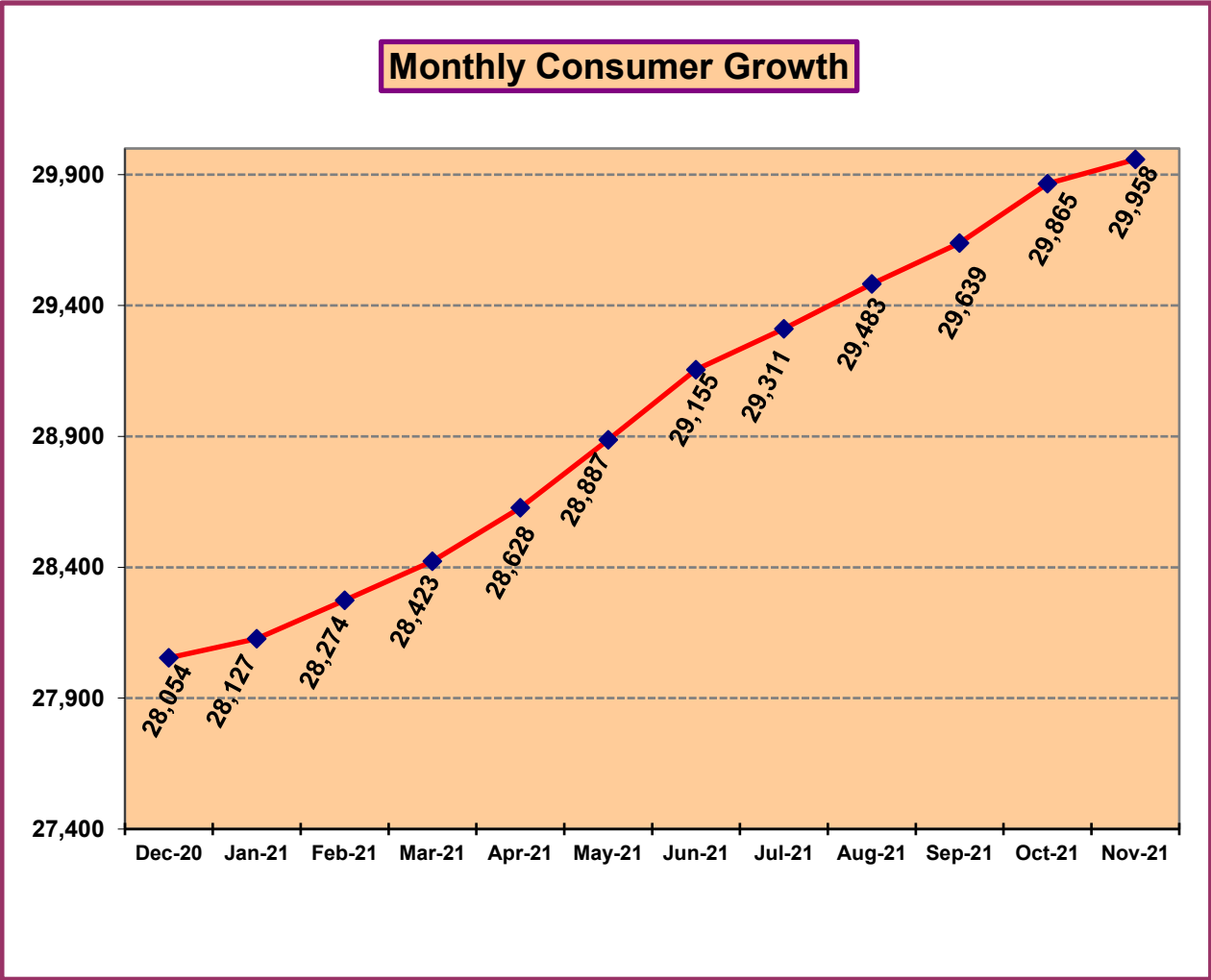
**NORTH LOS ANGELES COUNTY REGIONAL CENTER
MONTHLY STATISTICS RECAP
As of November 2021**

	December 2020 Total	November 2021 Total	Increase/ Decrease	% Change
ALL VALLEYS				
Total Non-Early Start	23,615	24,284	669	2.83%
Total Early Start	3,718	4,499	781	21.01%
Unit Supervisor Cases (*)	65	137	72	110.77%
Self Determination Specialist (*)	34	63	29	85.29%
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	0	172	172	#DIV/0!
Development Center	16	11	-5	-31.25%
Enhanced Case Mgmt	30	26	-4	-13.33%
Specialized 1:25 Caseloads	0	17	17	#DIV/0!
Pending Transfer	63	63	0	0.00%
Intake Services	513	686	173	33.72%
TOTAL ALL VALLEYS	28,054	29,958	1,904	6.79%
SAN FERNANDO VALLEY				
Adult Services	6,154	6,229	75	1.22%
Adult Unit Supervisor (*)	8	9	1	12.50%
Transition Services	2,897	3,070	173	5.97%
Transition Unit Supervisor (*)	13	47	34	261.54%
School Age Services	5,797	5,867	70	1.21%
School Age Unit Supervisor (*)	24	56	32	133.33%
Early Start Services	2,432	2,924	492	20.23%
Early Start Unit Supervisor (*)	1	1	0	0.00%
Early Start Intake Unit Supervisor (*)	0	0	0	#DIV/0!
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	0	172	172	#DIV/0!
Development Center	16	11	-5	-31.25%
Enhanced Case Mgmt	30	26	-4	-13.33%
Specialized 1:25 Caseloads	0	17	17	#DIV/0!
Pending Transfer	63	63	0	0.00%
Intake Services	338	422	84	24.85%
Self Determination Specialist (*)	14	31	17	121.43%
TOTAL	17,727	18,945	1,158	6.53%
ANTELOPE VALLEY				
Self Determination Specialist (*)	6	18	12	200.00%
Adult Services	2,226	2,369	143	6.42%
Adult Unit Supervisor (*)	3	6	3	100.00%
Transition Unit	1,665	1,944	279	16.76%
Transition Unit Supervisor (*)	9	8	-1	-11.11%
School Age Services	2,156	2,011	-145	-6.73%
School Age Unit Supervisor (*)	7	10	3	42.86%
Early Start Unit Supervisor (*)	0	0	0	#DIV/0!
Early Start Services	792	935	143	18.06%
Intake Services	175	264	89	50.86%
TOTAL	7,014	7,523	514	7.33%
SANTA CLARITA VALLEY				
Self Determination Specialist (*)	14	14	0	0.00%
Adult Services	897	928	31	3.46%
Transition Services	601	629	28	4.66%
School Age Services	1,222	1,237	15	1.23%
Early Start Services	494	640	146	29.55%
TOTAL	3,214	3,434	220	6.85%

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

NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

Month	Consumers	Growth	% Change
Dec-20	28,054	73	0.26%
Jan-21	28,127	147	0.52%
Feb-21	28,274	149	0.53%
Mar-21	28,423	205	0.72%
Apr-21	28,628	259	0.90%
May-21	28,887	268	0.93%
Jun-21	29,155	156	0.54%
Jul-21	29,311	172	0.59%
Aug-21	29,483	156	0.53%
Sep-21	29,639	226	0.76%
Oct-21	29,865	93	0.31%
Nov-21	29,958		
Total		1,904	
Average		173	
Percent Chg		6.79%	



November 2021 CSC Caseload Ratio

San Fernando Valley								
Adult Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Adult Unit I	1,052	12	87.7	1			1	
Adult Unit II	1,027	12	85.6			1		
Adult Unit III	21							
Adult Unit IV	1,082	13	83.2					
Adult Unit V	1,034	12	86.2				1	
Adult Unit VI	999	12	83.3					
Adult Unit VII	1014	12	84.5					
Adult Unit Supervisor*	9							
Total	6,229	73	85.3	1		1		2
Transition Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Transition Unit I	985	11	89.5	1		1		
Transition Unit II	986	11	89.6				1	
Transition Unit III	1,099	11	99.9	2				
Transition Unit Supervisor*	47							
Total	3,070	33	93.0	3		1		1
School Age Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
School Age III	1,092	12	91.0					
School Age IV	1,079	12	89.9				1	
School Age V	1,041	11	94.6	1				
School Age VI	1,033	11	93.9	1				
School Age VII	932	11	84.7	1				
School Age VIII	690	8	86.3	2				
School Age Unit Supervisor*	56							
Total	5,867	65	90.3	5				1
Early Start Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Early Start 1 (Status 1 & 2)	672							
Early Start 1 Intake	101							
Early Start 1 Total	773	10	77.3	2				3
Early Start 2 (Status 1 & 2)	686							
Early Start 2 Intake	102							
Early Start 2 Total	788	9	87.6	3				
Early Start 3 (Status 1 & 2)	554							
Early Start 3 Intake	94							
Early Start 3 Total	648	11	58.9			1		
Early Start 4 (Status 1 & 2)	616							
Early Start 4 Intake	99							
Early Start 4 Total	715	11	65.0					
Status 1 Over 36 mo.	53							
Early Start Unit Supervisor*	1							
Early Start Intake Unit Supervisor*								
Total	2,924	41	71.3	5		1		3
Total Non-Early Start	15,166	171	88.7	9		2	4	
Total Early Start	2,924	41	71.3	5		1		3
Total	18,090	212	85.3	14		3	4	
SFV Self Determination Specialist*	31	2						
Intake Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Antelope Valley	422	5	84.4	1				1
AV Self Determination Specialist*	18	1						
Adult Unit I	992	9	110.2	2				
Adult Unit II	1,005	8	125.6	4				
Adult Unit III	372	4	93.0	1				
Total	2,369	21	112.8	7				
AV Adult Unit Supervisor*	6							
Transition Unit I	1,108	11	100.7	2			1	
Transition Unit II	836	9	92.9	1				
Total	1,944	20	97.2	3				1
AV Transition Supervisor*	8							
School Age I	867	10	86.7	1				
School Age II	948	10	94.8	2			1	
School Age III	196	2	98.0			2		
Total	2,011	22	91.4	3		2	1	
AV School Age Supervisor*	10							
AV Early Start 1 (Status 1 & 2)	585							
AV Early Start 1 Intake	195							
AV Early Start 1 Total	780	10	78.0	1				
AV Early Start 2 (Status 1 & 2)	99							
AV Early Start2 Intake	56							
AV Early Start 2 Total	155	2	77.5	2				
Status 1 Over 36 mo.	27							
Early Start Unit Supervisor*								
Early Start Intake Unit Supervisor*								
Total Non-Early Start	6,324	63	100.4	13		2	2	
Total Early Start	935	12	77.9	3				
Total	7,259	75	96.8	16		2	2	
Intake Services	264	3	88.0	1				1
Santa Clarita Valley								
Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.	
SCV Self Determination Specialist*	14			1				
Adult Unit	928	11	84.4		1			
Transition Unit I	156	2	78.0					
Transition Unit II	473	5	94.6					
Total	629	7	89.9					
School Age Unit I	941	9	104.6	2				
School Age Unit II	296	4	74.0					
Total	1,237	13	95.2	2				
Early Start (status 1 & 2)	554							
Early Start Intake	86							
Early Start Total	640	10	64.0	1		1		
Status 1 Over 36 mo.	7							
Consumers								
Ser. Coord.								
Case Ratio								
Opening								
Hold								

November 2021 CSC Caseload Ratio								
Total Non-Early Start	2,794	31	90.1	2		1		
Total Early Start	640	10	64.0	1		1		
Total	3,434	41	83.8	3		2		
All Valleys	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Total Non-Early Start	24,284	265	91.6	24		5	6	
Total Early Start	4,499	63	71.4	9		2		3
Total Early Start (Status 1 & 2)	3,766							
Total Early Start Intake	733							
*Self Determination Specialist	63	3		1				
*Total Non Early Start Supervisor	136							
*Total Early Start Supervisor Status 1&2	1							
*Total Early Start Supervisor Intake								
Total Status 1 Over 36 mo.	87							
Sub-total	28,783	331	87.0	34		7	6	
Intake Services	686	8	85.8	2				2
Prenatal Services								
Provisional Eligibility	172	3	57.3	1				
Enhanced Caseloads				2				
Development Center	11							
Enhanced Case Management	26	1		1				
Specialized 1:25 Caseloads	17	2		1				
Pending Transfer	63							
Shared-in	8							
Shared-out	27							
Medicaid Waiver	10,063							
Total	29,958	345	86.8	41		7	6	5
	Total =	399	378					
* Numbers not part of ratio count, but counted on Total Summary section								

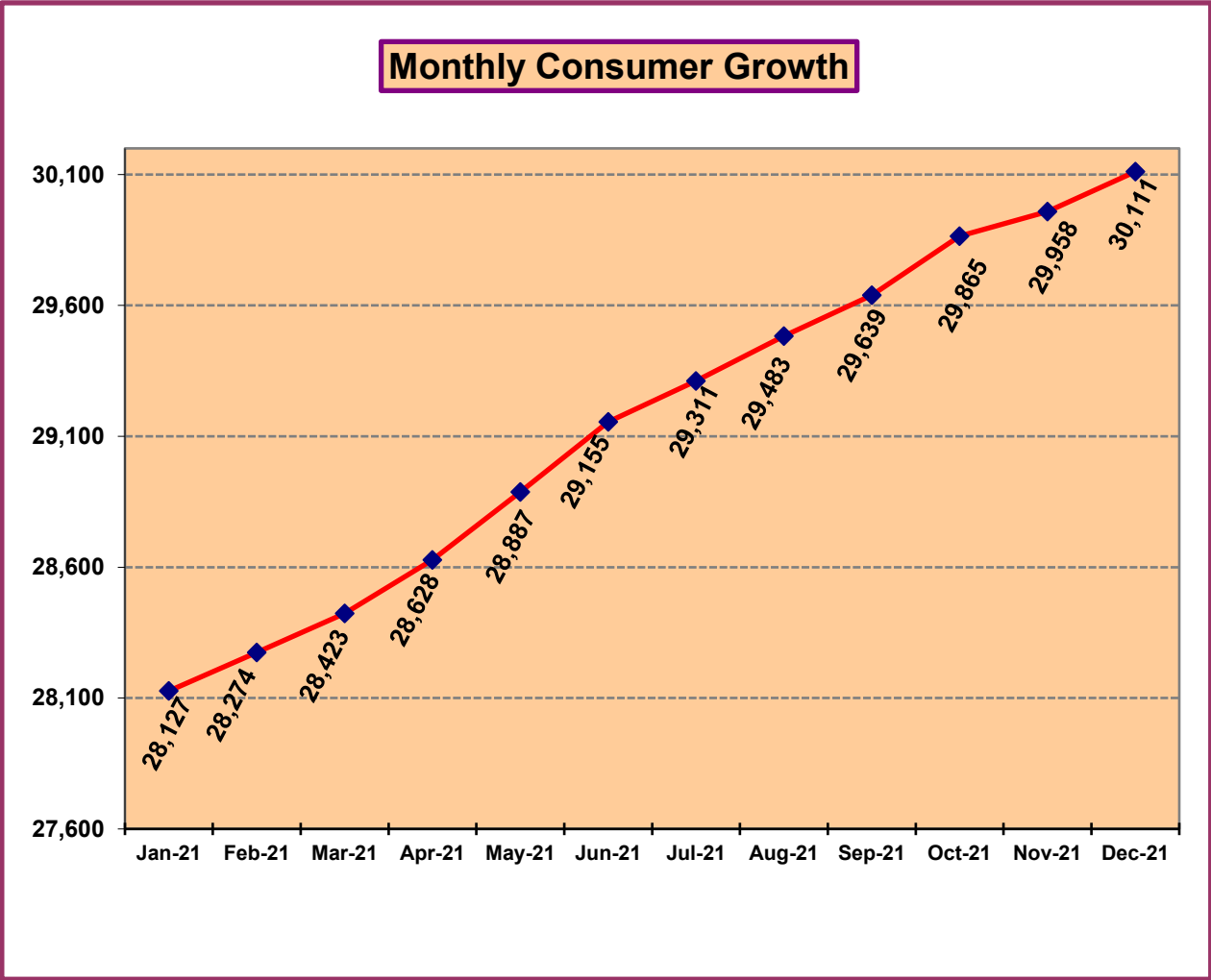
**NORTH LOS ANGELES COUNTY REGIONAL CENTER
MONTHLY STATISTICS RECAP
As of December 2021**

	January 2021 Total	December 2021 Total	Increase/ Decrease	% Change
ALL VALLEYS				
Total Non-Early Start	23,690	24,421	731	3.09%
Total Early Start	3,737	4,477	740	19.80%
Unit Supervisor Cases (*)	67	98	31	46.27%
Self Determination Specialist (*)	34	65	31	91.18%
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	0	219	219	#DIV/0!
Development Center	17	11	-6	-35.29%
Enhanced Case Mgmt	30	26	-4	-13.33%
Specialized 1:25 Caseloads	0	18	18	#DIV/0!
Pending Transfer	54	60	6	11.11%
Intake Services	498	716	218	43.78%
TOTAL ALL VALLEYS	28,127	30,111	1,984	7.05%
SAN FERNANDO VALLEY				
Adult Services	6,167	6,240	73	1.18%
Adult Unit Supervisor (*)	6	8	2	33.33%
Transition Services	2,857	3,108	251	8.79%
Transition Unit Supervisor (*)	15	32	17	113.33%
School Age Services	5,859	5,912	53	0.90%
School Age Unit Supervisor (*)	19	16	-3	-15.79%
Early Start Services	2,411	2,917	506	20.99%
Early Start Unit Supervisor (*)	2	1	-1	-50.00%
Early Start Intake Unit Supervisor (*)	0	0	0	#DIV/0!
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	0	219	219	#DIV/0!
Development Center	17	11	-6	-35.29%
Enhanced Case Mgmt	30	26	-4	-13.33%
Specialized 1:25 Caseloads	0	18	18	#DIV/0!
Pending Transfer	54	60	6	11.11%
Intake Services	279	467	188	67.38%
Self Determination Specialist (*)	14	31	17	121.43%
TOTAL	17,674	19,066	1,336	7.56%
ANTELOPE VALLEY				
Self Determination Specialist (*)	6	20	14	233.33%
Adult Services	2,306	2,397	91	3.95%
Adult Unit Supervisor (*)	4	5	1	25.00%
Transition Unit	1,677	1,923	246	14.67%
Transition Unit Supervisor (*)	13	18	5	38.46%
School Age Services	2,085	2,031	-54	-2.59%
School Age Unit Supervisor (*)	8	18	10	125.00%
Early Start Unit Supervisor (*)	0	0	0	#DIV/0!
Early Start Services	833	930	97	11.64%
Intake Services	219	249	30	13.70%
TOTAL	7,120	7,530	426	5.98%
SANTA CLARITA VALLEY				
Self Determination Specialist (*)	14	14	0	0.00%
Adult Services	895	936	41	4.58%
Transition Services	617	642	25	4.05%
School Age Services	1,227	1,232	5	0.41%
Early Start Services	493	630	137	27.79%
TOTAL	3,232	3,440	208	6.44%

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

NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

Month	Consumers	Growth	% Change
Jan-21	28,127	147	0.52%
Feb-21	28,274	149	0.53%
Mar-21	28,423	205	0.72%
Apr-21	28,628	259	0.90%
May-21	28,887	268	0.93%
Jun-21	29,155	156	0.54%
Jul-21	29,311	172	0.59%
Aug-21	29,483	156	0.53%
Sep-21	29,639	226	0.76%
Oct-21	29,865	93	0.31%
Nov-21	29,958	153	0.51%
Dec-21	30,111		
Total		1,984	
Average		180	
Percent Chg		7.05%	



December 2021 CSC Caseload Ratio

San Fernando Valley								
Adult Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Adult Unit I	1,057	11	96.1	2			1	
Adult Unit II	1,027	12	85.6			1		
Adult Unit III	19							
Adult Unit IV	1,085	13	83.5					
Adult Unit V	1,032	12	86.0				1	
Adult Unit VI	1,003	12	83.6					
Adult Unit VII	1017	12	84.8					
Adult Unit Supervisor*	8							
Total	6,240	72	86.7	2		1	2	
Transition Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Transition Unit I	996	11	90.5	1		1		
Transition Unit II	1,010	11	91.8				1	
Transition Unit III	1,102	12	91.8	1				
Transition Unit Supervisor*	32							
Total	3,108	34	91.4	2		1	1	
School Age Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
School Age III	1,099	12	91.6					
School Age IV	1,087	12	90.6				1	
School Age V	1,051	11	95.5	1				
School Age VI	1,055	11	95.9	1				
School Age VII	934	11	84.9	1				
School Age VIII	686	8	85.8	2				
School Age Unit Supervisor*	16							
Total	5,912	65	91.0	5			1	
Early Start Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Early Start 1 (Status 1 & 2)	687							
Early Start 1 Intake	94							
Early Start 1 Total	781	11	71.0	1				3
Early Start 2 (Status 1 & 2)	683							
Early Start 2 Intake	91							
Early Start 2 Total	774	11	70.4	1				
Early Start 3 (Status 1 & 2)	585							
Early Start 3 Intake	80							
Early Start 3 Total	665	11	60.5			1		
Early Start 4 (Status 1 & 2)	612							
Early Start 4 Intake	85							
Early Start 4 Total	697	11	63.4					
Status 1 Over 36 mo.	47							
Early Start Unit Supervisor*	1							
Early Start Intake Unit Supervisor*								
Total	2,917	44	66.3	2		1		3
Total Non-Early Start	15,260	171	89.2	9		2	4	
Total Early Start	2,917	44	66.3	2		1		3
Total	18,177	215	84.5	11		3	4	
SFV Self Determination Specialist*	31	2						
Intake Services	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Antelope Valley	467	5	93.4	1				1
AV Self Determination Specialist*	20	1						
Adult Unit I	1,000	11	90.9					
Adult Unit II	1,014	10	101.4	2				
Adult Unit III	383	3	127.7	2				
Total	2,397	24	99.9	4				
AV Adult Unit Supervisor*	5							
Transition Unit I	1,104	12	92.0	1			1	
Transition Unit II	819	9	91.0	1				
Total	1,923	21	91.6	2			1	
AV Transition Supervisor*	18							
School Age I	876	10	87.6	1				
School Age II	960	12	80.0				1	
School Age III	195	2	97.5			2		
Total	2,031	24	84.6	1		2	1	
AV School Age Supervisor*	18							
AV Early Start 1 (Status 1 & 2)	601							
AV Early Start 1 Intake	185							
AV Early Start 1 Total	786	9	87.3	2				
AV Early Start 2 (Status 1 & 2)	100							
AV Early Start2 Intake	44							
AV Early Start 2 Total	144	2	72.0	2				
Status 1 Over 36 mo.	44							
Early Start Unit Supervisor*								
Early Start Intake Unit Supervisor*								
Total Non-Early Start	6,351	69	92.0	7		2	2	
Total Early Start	930	11	84.5	4				
Total	7,281	80	91.0	11		2	2	
Intake Services	249	3	83.0	1				1
Santa Clarita Valley								
Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.	
SCV Self Determination Specialist*	14			1				
Adult Unit	936	11	85.1			1		
Transition Unit I	163	2	81.5					
Transition Unit II	479	5	95.8					
Total	642	7	91.7					
School Age Unit I	934	9	103.8	2				
School Age Unit II	298	4	74.5					
Total	1,232	13	94.8	2				
Early Start (status 1 & 2)	568							
Early Start Intake	62							
Early Start Total	630	11	57.3			1		
Status 1 Over 36 mo.	5							
Total	1,862	24	94.5	2		1		

December 2021 CSC Caseload Ratio								
Total Non-Early Start	2,810	31	90.6	2		1		
Total Early Start	630	11	57.3			1		
Total	3,440	42	81.9	2		2		
All Valleys	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Total Non-Early Start	24,421	271	90.1	18		5	6	
Total Early Start	4,477	66	67.8	6		2		3
Total Early Start (Status 1 & 2)	3,836							
Total Early Start Intake	641							
*Self Determination Specialist	65	3		1				
*Total Non Early Start Supervisor	97							
*Total Early Start Supervisor Status 1&2	1							
*Total Early Start Supervisor Intake								
Total Status 1 Over 36 mo.	96							
Sub-total	28,898	340	85.0	25		7	6	
Intake Services	716	8	89.5	2				2
Prenatal Services								
Provisional Eligibility	219	3	73.0	1				
Enhanced Caseloads				2				
Development Center	11							
Enhanced Case Management	26	1		1				
Specialized 1:25 Caseloads	18	2		1				
Pending Transfer	60							
Shared-in	8							
Shared-out	28							
Medicaid Waiver	10,076							
Total	30,111	354	85.1	32		7	6	5
	Total =	399	378					
* Numbers not part of ratio count, but counted on Total Summary section								



North Los Angeles County Regional Center

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Self Determination Program Report - Implementation Updates

January 1, 2022

North Los Angeles County Regional Center Statistics

Participants have completed Orientation: **382** (236 since it opened to everyone)

Total number of budgets that are certified: **93**

Total number of budgets that are in the certification process: **24**

Total number of spending plans that are approved: **80**

Total number of spending plans in progress: **10**

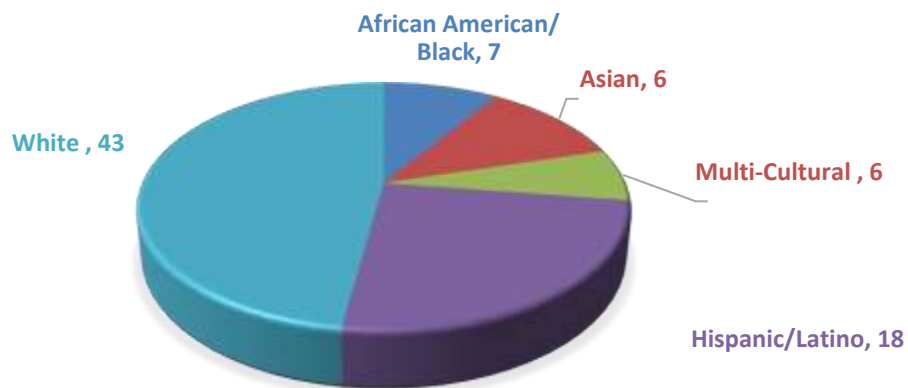
Total number of PCP's completed: **97**

Total number of participants that have opted out of SDP after certification: **1**

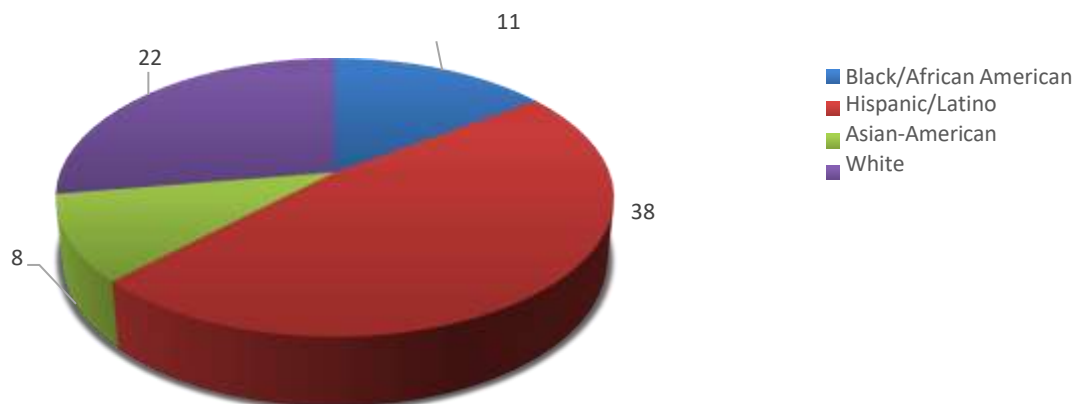
Total number of participants that have opted out of SDP after enrolled: **1**

Total number of participants that have transitioned into SDP: **80**

PARTICIPANTS WHO HAVE TRANSITIONED - 80



Participants that opted out -79 selected through lottery





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NLACRC Implementation Updates

- Participant Choice Specialists
 - NLACRC received funding for two positions and they will be allocated to:
 - Antelope Valley
 - San Fernando Valley
- Informational & Orientation Meetings continue monthly
- SDP Workbooks available on website in English and Spanish – released on 9/30/2021
- NLACRC has the following allocations to support the implementation of SDP:
 - FY 2019/20: 109,258.00
 - FY 2020/21: 149,328.00
 - FY 2021/22: 149,331.00 (new)
 - *Priorities identified:* Recruitment and Training for Independent Facilitators, Joint Training on SDP Principles & Program Logistics, Small Group and Individualized Coaching, SDP Orientation Supports/Workgroups/Resource Fair, and Translation & Interpretation Services.
- Funding Allocations: Disability Voices United, Integrated Community Collaborative, Claudia Wenger, and The Legacy Center have executed contracts for SDP implementation, coaching, and resource fairs.
- Self Determination Support Group – 1st Wednesday of each month
 - Facilitated by Claudia Wenger
 - January 5, 2022 – 6:00-7:30PM
- SDP Virtual Resource Fair- December 8, 2021 from 5:30pm to 8pm.
- SDP Local Volunteer Advisory Committee – January 20, 2022
 - Everyone is welcome to attend meetings!

Resources:

- Disability Voices United – SDP Connect Meetings (Wednesdays at 4:30PM)
- Self Determination Program Service Definitions:
https://www.dds.ca.gov/wp-content/uploads/2019/05/SDP_Service_Definitions.pdf



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FMS Providers Serving NLACRC Catchment Area & Languages:

Available FMS Services	FMS Model	Languages Spoken
Accredited	Bill Payer, Co-Employer	English, Spanish, Russian, Tagalog
Acumen	Bill Payer, Sole Employer	English and Spanish
ARCC Center	Bill Payer, Co-Employer, Sole Employer	English and Spanish
Aveana Support Services	Bill Payer and Co-Employer (with nursing through home health agency only)	English, Spanish, Vietnamese, Cantonese, Mandarin and Trieu Chau
The Emlyn Group	Bill Payer, Sole Employer and Co-employer	English only
GT Independence	Bill Payer, Sole Employer, Co-Employer	All Languages are supported to assist Individuals in the language of their choice
Mains'1	Bill Payer, Sole Employer, and Co-employer	English
Public Partnership LLC	Bill Payer and Sole-Employer	English, Spanish, Mandarin, Cantonese, Tagalog, Vietnamese, Korean

Administrative Affairs Committee Meeting Minutes

November 23, 2021



Present: Committee Members: Ana Quiles, Marianne Davis, Lillian Martinez and Jeremy Sunderland

Staff Members: Ruth Janka, Michele Marra, Kim Rolfes, Alan Darby, Jesse Weller, Vini Montague, Sandra Rizo, Cheryl Blizin

Interpreters: Nancy Gallardo, Isabel

Meeting Minutes: Seth Tanner, Minutes Services

Absent: Lety Garcia, Kevin Shields

I. Call to Order & Introductions

The meeting was called to order at 6:02 p.m.; quorum established

II. Public Input

No Public Input

III. Consent Items

A. Approval of Agenda

M/S/C (M. Davis/J. Sunderland) Passed with unanimous consent to approve the agenda as presented.

B. Approval of Minutes from the October 27th meeting

On page 4, Angelina Martinez, David Coe, and Curtis Wang needed to be listed as board members rather than committee members.

M/S/C (M. Davis/J. Sunderland) Passed with unanimous consent to approve meeting minutes with revisions noted

IV. Committee Business

A. FY2021-22 Reports

1. FY 2021-22 Financial Report

FY2021-2022 Financial Report for the service month of October 2021 was reviewed with committee members. The Center's projected C-1 operations budget allocation was \$65,774,429 and the Purchase of Service (POS) budget was \$661,164,740 for a total budget of \$ 726,939,169. During the October 2021 service month, the Center spent a total of \$54,177,369, and the year-to-date expenditures were \$201,231,331. Currently there is no reported projected surplus or deficit, as the first POS Projected Expenditure ("PEP") Report is not due until December 10, 2021. The Center's year-to-date (YTD) administrative operating expenses were 15.5%, which is over the statutory 15% administrative cost cap. Committee members were informed that administrative costs have decreased by .1 % as compared to the prior month and it is anticipated that the trend will continue.

The Cal Fresh Project line item was one-time funding received from DDS to assist individuals to enroll in the Cal Fresh Program, which helps individuals access food and other necessities.

Action Item: Director of Finance to remove the Cal Fresh Project line item from the financial statements.

2. COVID-19 Related Expenditure Report as of November 3, 2021

Copies of the Center's COVID-19 related expenditures reports were provided to and reviewed with the Committee.

The reports were reviewed with the Committee, which are summarized below:

FY2019-2020 Operations expenses: \$ 171,696.98 (no change from prior report)

FY2019-2020 POS expenses: \$ 19,564,575.64

FY2020-2021 Operations expenses: \$ 653,346.75

FY2020-2021 POS expenses: \$ 70,809,167.08
FY2021-2022 Operations expenses: \$ 275,665.44 projection through
Nov. 2021
FY2021-2022 POS expenses: \$ 30,250,011.38 projection through
Nov. 2021

3. Statewide Regional Center COVID-19 Related Expenses & CAREs Act Funding

The Statewide Regional Center COVID-19 Expenditure Tracker and CAREs Act Funding report was provided to and reviewed with the committee. The report reviewed with the committee is summarized below:

FY2019-2020 Statewide Operations COVID-19 expenses: \$ 6,203,114
FY2019-2020 Statewide POS COVID-19 expenses: \$ 687,785,512
Statewide there is total projected shortfall of \$ 489,888,626

FY2020-2021 Statewide Operations COVID-19 expenses: \$ 7,940,790
FY2020-2021 Statewide POS COVID-19 expenses: \$ 1,045,525,404
Statewide there is total projected shortfall of \$ 799,365,194

FY2021-2022 Statewide Operations COVID-19 expenses: \$ 2,660,666
FY2021-2022 Statewide POS COVID-19 expenses: \$ 251,930,801
Note that we have not received the FY2021-2022 budget from DDS.

Total Statewide CAREs Act Funds Received by Centers: \$ 8,830,45719

B. FY2020-2021 Reports

1. Provider Relief Funds Financial Report

The FY2020-2021 Provider Relief Funds Financial Report for the service month of October 2021 was reviewed with the committee. The report showed the Center received \$991,226.62 in funding. Year-to-date expenditures were \$932,207.44 with a remaining balance of \$59,019.18, which needs to be spent by December 31, 2021. Slated for tech department / laptops. The expectation is that we should have it spent by the December state claim, otherwise will be spent by Dec. 31. Because we claim in arrears it may show up in January state claim.

C. Approval of Contracts

1. Software Management Consultants, Inc. (SMCI) (SQL Developer/Network Architect Services)

This is the first contract amendment with SMCI. SMCI consultants digitized the physical records and provided assistance with internet data capture, SQL backend development, and frontend user interfaces. This amendment hired a third SQL developer consultant via SMCI who had specialized expertise and awareness of the needs of NLACRC. The consultant was to develop the data warehouse projects to capture data that isn't captured by consumer or state warehouses. The contract and amendment were for a 12-month contract, and the amendment was written in the amount of \$138.4K for a total contract value of \$375.8K.

M/S/C (M. Davis / J. Sunderland) To recommend acceptance of the SMCI contract amendment as presented to the executive committee.

2. Excellence Community Rehabilitation Program LLC (ECRP)(PL2079-055)

This contract provides non-residential community integration training, self-help and adaptive skills pursuant to Title 17 for four or more hours per day, one of more days per week, from December 1st 2021 through November 30, 2026. The expense was \$811.4K per year over five years for a total of \$4.06MM.

Payments were for actual services authorized and provided. These services are to be based in Santa Clarita and Antelope Valley.

3. Excellence Community Rehabilitation Program LLC (ECRP) (HL0972-880)

This contract provides transportation in conjunction with PL2079-055 (C.2 herein) from December 1, 2021 to November 20, 2026. The cost is

\$109K per year over five years for a total of \$546.6K. Both contracts anticipated serving 38 consumers per month.

M/S/C (J. Sunderland / M. Davis) To recommend both contracts from ECRP be approved by the executive committee.

Action Item: Organize Board Resolution documents for presentation in this order: 1) the contract summary page(s), 2) executive summary page(s), and 3) Certification page that summarizes the action taken by the Board. Additionally, a line indicating the service area(s) should be added.

D. Executed Contracts by NLACRC

1. POS Contract Renewal(s)

Contract renewal summary for Behavioral Learning Services with service between January 21, 2021 and December 31, 2025. 47 consumers were served per month with a projected annual revenue of 1.1MM per year. Services were located in Palmdale, Valencia and San Fernando Valley.

2. No Report: Addition of New Sub-Code to Existing POS Contract

3. No Report: Health & Safety Exemptions approved by DDS

4. No Report: Addition of CIE & PIP Services to Existing POS Contract(s)

5. No Report: New POS Service Contracts:

6. Addition of New COVID-19 Sub-Code to Existing POS Contract

Two executed contracts, Valley Village Cozycroft and Valley Village Gladstone, serving the San Fernando Valley, added sub-codes due to COVID-19.

7. No Report: Health & Safety Exemptions approved by Executive Director under DDS Directive dated August 15, 2020 due to COVID-19

8. No Report: Service Provider Revision to Existing Program Design

E. Intermediate Care Facility (ICF) and State Plan Amendment (SPA) Summary

The committee was provided the ICF/SPA billing summary and the ICF/SPA outstanding receivables report, dated November 18, 2021 in the meeting packet and the reports were reviewed with the committee. By fiscal year, the amount of cash disbursed by NLACRC that has not been reimbursed to NLACRC by ICF service providers is:

- 1. FY 2021-22: \$ 2,492,700.29
- 2. FY 2020-21: \$ 698,712.19
- 3. FY 2019-20: \$ 89,300.43
- 4. FY 2018-19: \$ 9,385.42

Total: \$ 3,290,098.33

Month-to-month change in the outstanding ICF/SPA receivables was an increase of 18.8 %.

F. Human Resources

- 1. Monthly HR Report

Copies of the monthly human resource summary as of November 2021 were presented to and reviewed by the committee.

The summary included the following information:

FY 2021-22 Authorized Positions	667
Open positions on hold	0
Open CSC positions vacant	42
Open Non-CSC Positions vacant	45
Separations	6
Sub-total	574
New hires	19
Positions filled	593

It was reported that there was a decrease in separations during November 2021, and the annualized turnover rate for November was 0.08%. 16 new hires were projected in December and January, with the majority being service coordinators. There was a reduction in separations in November despite the new COVID related requirements.

Job descriptions were being converted to new job advertisements. The American Job Center of California has received the postings, and a meeting to discuss next steps will be held in December. ZipRecruiter and ADP's Job Target function were included in December as part of the recruitment strategy. Job Target allows for posting on various sites with information transferred directly to our applicant tracking system within ADP. This was to be tested in five key positions.

Recommendation to create a turnover rate metric per client to focus on the impact on individual people. Technology would be needed in order to capture the data of direct service provider turnover. Discussion was held on the value of continuity of providers versus the quality of service. Quality service is needed despite turnover.

Strategies in place to minimize personnel changes include training for supervisors to minimize disruption when assigning caseloads. Stay interviews were also implemented to capture data to help with retention strategies.

2. Recruitment Policy Update – defer to January to allow committee a chance to review
3. Status of the Employee Referral Policy

The draft policy is under review and a meeting is scheduled with the Director of Finance on December 1st to review fiscal impact. Plan to bring to Committee in January or February 2022.

G. Personnel and Administrative Services Report Due December 1, 2021

Required under DDS contract to provide these reports.

1. Report on Personnel Classifications

The contractual requirements for personnel classifications as required per DDS. Each classification had a salary range with and without ABX. This information was posted to the website and provided to DDS.

2. Report on Administrative Expenditures for FY2020-2021

The expenditures for each type of services, recipient of funds, and purpose of expenditures were listed and posted on the website provided to DDS.

3. SB134 Report on Personnel Salaries, Wages & Benefits

SB134 requires that all employee benefits for all managerial positions be posted. Each benefit was listed with eligible managerial positions. The information was posted on the website provided to DDS.

H. Update on Request for Proposal for New CPA Firm (WIC 4639)

1. Review RFP for CPA Timeline

The status of the selection of the new CPA firm was shared with the Committee. The deadline for the submission of proposals by CPA firms is December 31, 2021.

I. Quarterly Fees Report(s) for PRMT and UAL

1. Quarterly PRMT Fees Report for period ending 09/30/2021

YTD total investment management fees from Highmark and US Bank totaled \$36K, and NLACRC made a contribution of \$36.5 to replace fees charged by US Bank in 2020 and 2021.

2. Quarterly CalPERS Unfunded Accrued Liability Trust (UAL) Fees Report for period ending 09/30/2021

The year-to-date total fees for the trust were \$727K. Contributions including \$36K to replace dispersed funds for a 21-2022 annual lump sum payment to CalPERS as authorized in June of 2021; \$3MM for 2019-20 as approved in June 2021; \$2.5MM for 2021 as approved in May 2021; and \$3.2K to replace 2021 fees charged by US Bank to UAL.

J. FY2021-2022 Administrative Affairs Committee Critical Calendar

A recommended revised Critical Calendar was presented to and reviewed with the Committee. Added more context for clarity. Contract process training was added to October. Request to add summary of any potential Board Conflict of Interest to September as it pertains to contracts.

M/S/C (L. Martinez / M. Davis) to recommend to the Board for approval.

K. Board Policies

1. Revised Awarding Start-Up and Development Funding Policy
Went to Board for Review in November, Recommendation to take to Board to Approve then revised policy will become policy.

M/S/C (M. Davis/J. Sunderland) to recommend to take to Board for approval

2. Discussion regarding a Board Policy for an Operations Request For Proposal (RFP) Policy

The purpose of this discussion is to provide for diversity and not limit opportunities only to current vendors. Recommendation that this take place through an RFP process, expand quotes or advertisement, or alter the threshold of \$250 for board approval.

Recommendation that this be a procurement rather than RFP policy.

Framework for single or sole source vendors, which choices are driven by 1) monopolistic environments, 2) emergencies, 3) IT or specialized expertise, 4) compatibility reasons, 5) maintenance or repair vendors preferred by clients and/or 6) Contracts under \$250K, which would not go to the board. Outside of these parameters, a written price or rate quotation from at least two vendors or an RFP process would be required. A request for quote would be for price-based purchases. RFPs would be for quality-based purchases.

Discussion included the immediate concern that all vendors in consideration were both previously used vendors and under the \$250K benchmark. For these smaller purchases, diversity of options was desired. Review of other non-profits for this procedure was suggested.

During solicitation of proposals, wording could include “one of the parties could be a non-vendor.” It was stated that the essential need was making the community aware and the information accessible. One obstacle for RFPs was that they make it harder to hit deadlines and provide for needs without delay. RFPs require no less than four months to process.

Others voiced the importance of modeling inclusion and that using more time to make that happen would be of value. Discussion also included the goal to improve the resources, not make the process harder.

Action Item: Send the framework for committee consideration. Committee members to review the concepts and return with thoughts.

V. Items for the Next Board Meeting

The following items were identified for the committee’s section of the January 10, 2022 board meeting agenda:

- A. Minutes of the November 23rd Meeting
- B. FY 2021-22 Financial Report
- C. FY 2020-21 Provider Relief Funds Financial Report
- D. Approval of Contracts
- E. Monthly HR Report
- F. FY2021-2022 Administrative Affairs Committee Critical Calendar
- G. Revised Awarding Start-Up and Development Funding Policy

VI. Executive Session

M/S/C (M. Davis/L. Martinez) to enter Executive Session at 7:29 p.m.

- A. Lease Update

The public meeting closed at 7:29 p.m. for Executive Session and the public meeting resumed at 7:41 p.m.

VII. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, January 26 at 6:00 p.m.

VIII. Adjournment

The meeting adjourned at 7:41 p.m.

Submitted by,

Minutes Services and Revised by Cheryl Blizin

[aamin_Nov23_2021]

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
FINANCIAL REPORT-MONTHLY RECAP
FISCAL YEAR 2021-2022
November 2021**

BUDGET CATEGORY	Projected Annual C-2 Budget	Month Exp	Y-T-D Expenditures	Projected Annual Expenditures	Projected Annual Surplus/(Deficit)	Percent Under(Over) Budget
Operations						
Salaries & Benefits	\$51,746,640	\$3,496,483	\$18,608,091	\$51,746,640	\$0	0.00%
Operating Expenses	\$14,322,461	\$1,157,426	\$4,972,913	\$14,322,461	\$0	0.00%
Subtotal OPS General	\$66,069,101	\$4,653,909	\$23,581,004	\$66,069,101	\$0	0.00%
Salaries & Benefits - CPP Regular	\$457,650	\$42,661	\$230,147	\$0	\$457,650	0.00%
Operating Expenses - CPP Regular	\$117,700	\$0	\$0	\$117,700	\$0	0.00%
Subtotal OPS CPP Regular	\$575,350	\$42,661	\$230,147	\$117,700	\$457,650	0.00%
Salaries & Benefits - DC Closure/Ongoing Workload	\$406,980	\$26,488	\$134,967	\$406,980	\$0	0.00%
Operating Expenses - DC Closure/Ongoing Workload	\$15,300	\$0	\$46	\$15,300	\$0	0.00%
Subtotal OPS DC Closure/Ongoing Workload	\$422,280	\$26,488	\$135,013	\$422,280	\$0	0.00%
Family Resource Center (FRC)	\$207,187	\$0	\$0	\$207,187	\$0	0.00%
Self Determination Program (SDP) Participant Supports	\$149,331	\$0	\$0	\$149,331	\$0	0.00%
Subtotal OPS Projects	\$356,518	\$0	\$0	\$356,518	\$0	0.00%
Total Operations:	\$67,423,249	\$4,723,057	\$23,946,164	\$66,965,599	\$457,650	0.68%
Purchase of Services						
Purchase of Services ("POS") (General)	\$660,030,403	\$48,219,909	\$230,211,066	\$619,627,275	\$40,403,128	6.12%
CPP Regular and DC Closure/Ongoing Workload	\$250,000	\$1,671	\$18,738	\$811,233	(\$561,233)	-224.49%
Total Purchase of Services:	\$660,280,403	\$48,221,580	\$230,229,804	\$620,438,508	\$39,841,895	6.03%
Total NLACRC Budget:	\$727,703,652	\$52,944,637	\$254,175,968	\$687,404,107	\$40,299,545	5.54%

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
FISCAL YEAR 2021-2022
November 2021**

TOTAL BUDGET SOURCES Fiscal Year 2021-2022	
Prelim from DDS for OPS	\$51,469,243
C-1 from DDS for OPS, Projects, and CRDP/CPP	\$14,143,635
C-2 from DDS for OPS, Projects, and CRDP/CPP	\$1,648,820
C-3 from DDS for OPS, Projects, and CRDP/CPP	
C-4 from DDS for OPS, Projects, and CRDP/CPP	
C-5 from DDS for OPS, Projects, and CRDP/CPP	
C-6 from DDS for OPS, Projects, and CRDP/CPP	
Prelim from DDS for POS	\$507,005,727
C-1 from DDS for POS and POS-CRDP/CPP	\$144,946,938
C-2 from DDS for POS-CRDP/CPP	\$150,000
C-3 from DDS for POS-CRDP/CPP	
C-4 from DDS for POS-CRDP/CPP	
C-5 from DDS for POS-CRDP/CPP	
C-6 from DDS for POS-CRDP/CPP/HCBSW	
Subtotal - Total Budget received from DDS	\$719,364,363
Projected Revenue	\$161,551
Subtotal - Projected Revenue Operations	\$161,551
Projected ICF/SPA Transportation/Day Program Revenue	\$8,177,738
Subtotal - Projected Revenue Purchase of Services	\$8,177,738
Total Budget	\$727,703,652

OPERATIONS BUDGET SOURCES Fiscal Year 2021-2022	
GENERAL OPERATIONS (Excludes Projects, CPP Regular, CRDP/CPP)	
Preliminary, General Operations (OPS)	51,469,243
C-1, OPS Allocation	13,787,117
C-2, OPS Allocation	651,190
C-3, OPS Allocation	
C-4, OPS Allocation	
C-5, OPS Allocation	
Total General OPS	65,907,550
Projected Interest Income	\$6,701
Projected Other Income	\$24,850
Projected ICF/SPA Admin Fee	\$130,000
Total Other Revenue	161,551
TOTAL GENERAL OPS	66,069,101
Preliminary, Community Resource Development Plan ("CRDP") /Community Placement Plan ("CPP")	\$0
C-1, OPS CRDP/CPP	\$0
C-2, OPS CRDP/CPP	\$575,350
Total CRDP/CPP Regular	\$575,350
Preliminary, Developmental Center ("DC") Closure/Ongoing Workload	\$0
C-1, OPS DC Closure/Ongoing Workload	\$0
C-2, OPS DC Closure/Ongoing Workload	\$422,280
Total CPP DC Closure/Ongoing Workload	\$422,280
Family Resource Center ("FRC")	\$207,187
SDP Participant Supports	\$149,331
Total OPS PROJECTS	\$356,518
Total Operations Budget	\$67,423,249

PURCHASE OF SERVICES (POS) BUDGET SOURCES Fiscal Year 2021-2022	
General POS (Excludes CPP-POS Regular, CRDP/CPP)	
Preliminary, POS	\$507,005,727
C-1, POS Allocation	\$144,846,938
C-2, POS Allocation	\$0
C-3, POS Allocation	\$0
C-4, POS Allocation	\$0
Total General POS Allocation	\$651,852,665
ADD:	
Projected ICF SPA Revenue	\$8,177,738
Total Budget, General POS	\$660,030,403

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
CONSOLIDATED LINE ITEM REPORT
FISCAL YEAR 2021-2022
November 2021**

	Projected Annual C-2 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Proj Annual Expenses	Projected Surplus/ (Deficit)
PURCHASE OF SERVICE						
POS (General)						
3.2 Out of Home	117,255,394	8,065,513	39,393,340	70,684,377	110,077,717	7,177,677
4.3 Day Programs	84,654,518	6,149,047	30,694,938	48,777,535	79,472,473	5,182,045
4.3 Habilitation Programs	4,763,586	331,171	1,523,039	2,948,949	4,471,988	291,598
5.4 Transportation	22,727,211	1,751,157	8,185,610	13,150,377	21,335,987	1,391,224
6.5 Other Services	430,629,694	31,923,021	150,414,138	253,854,972	404,269,110	26,360,584
Total POS (General):	660,030,403	48,219,909	230,211,066	389,416,209	619,627,275	40,403,128
CRDP & CPP						
CRDP & CPP Placements	100,000	3,145	18,738	544,868	739,733	(639,733)
CRDP & CPP Assessments	0	0	0	71,500	71,500	(71,500)
CRDP & CPP Start Up	150,000	0	0	0	0	150,000
Deflection CRDP & CPP	0	(1,474)	0	0	0	0
Total CRDP & CPP:	250,000	1,671	18,738	616,368	811,233	(561,233)
HCBS Compliance Funding	0	0	0	0	0	0
Total HCBS:	0	0	0	0	0	0
Total Purchase of Service:	660,280,403	48,221,580	230,229,804	390,032,577	620,438,508	39,841,895
OPERATIONS						
25010 Salaries/Benefits	49,495,723	3,407,964	17,739,610	31,298,462	49,038,073	457,650
25010 ABX2-1	3,115,547	157,667	1,233,595	1,881,952	3,115,547	0
Total Salaries/Benefits:	52,611,270	3,565,631	18,973,205	33,180,415	52,153,620	457,650
OPERATING EXPENSE						
30010 Equipment Rental	449,184	25,549	112,251	336,933	449,184	0
30020 Equipment Maint	87,499	2,055	8,236	79,263	87,499	0
30030 Facility Rent	5,024,907	418,732	2,429,027	2,595,880	5,024,907	0
30040 Facility.Maint. AV	261,820	(8,937)	24,512	237,308	261,820	0
30041 Facility Maint. SFV	149,087	(8,181)	33,061	116,026	149,087	0
30042 Facility Maint. SCV	97,220	4,231	37,548	59,672	97,220	0
30050 Communication	819,708	97,794	227,479	592,229	819,708	0
30060 General Office Exp	273,752	10,513	45,196	228,556	273,752	0
30070 Printing	36,302	3,634	20,028	16,274	36,302	0
30080 Insurance	469,879	11,616	442,044	27,835	469,879	0
30090 Utilities	156,398	0	45,457	110,941	156,398	0
30100 Data Processing	157,248	12,181	50,082	107,166	157,248	0
30110 Data Proc. Maint	305,700	17,439	69,209	236,491	305,700	0
30120 Interest Expense	71,682	(21,883)	38,223	33,459	71,682	0
30130 Bank Fees	185,156	39,282	43,240	141,916	185,156	0
30140 Legal Fees	935,500	1,700	73,433	862,067	935,500	0
30150 Board of Trustees Exp	101,500	7,002	19,353	82,147	101,500	0
30151 ARCA Dues	109,598	0	0	109,598	109,598	0
30160 Accounting Fees	99,050	0	0	99,050	99,050	0
30170 Equipment Purchases	1,400,283	415,490	748,590	651,693	1,400,283	0
30180 Contr/Consult-Adm	1,319,970	71,446	341,339	978,631	1,319,970	0
30220 Mileage/Travel	232,140	7,102	34,274	197,866	232,140	0
30240 General Expenses	1,570,474	48,121	124,525	1,445,949	1,570,474	0
30240 ABX2-1	141,404	2,540	5,850	135,554	141,404	0
Total Operating Expenses:	14,455,461	1,157,426	4,972,959	9,482,502	14,455,461	0
Total Operations:	67,066,731	4,723,057	23,946,164	42,662,917	66,609,081	457,650
Total Gross Budget :	727,347,134	52,944,637	254,175,968	432,695,494	687,047,589	40,299,545
OPS Projects:	356,518	0	0	356,518	356,518	0
Total Gross Budget with Projects:	727,703,652	52,944,637	254,175,968	433,052,012	687,404,107	40,299,545

NORTH LOS ANGELES COUNTY REGIONAL CENTER
Operations ("OPS") Project Line Item Report
FISCAL YEAR 2021-2022
November 2021

	Projected Annual C-2 Budget	EXPENDED MONTH	EXPENDED Y-T-D	BALANCE REMAINING	PROJECTED EXPENDITURES	SURPLUS/ (DEFICIT)
Family Resource Center ("FRC")	\$207,187	\$0	\$0	\$207,187	\$207,187	\$0
Self Determination Program ("SDP") Participant Support	\$149,331	\$0	\$0	\$149,331	\$149,331	\$0
TOTAL:	\$356,518	\$0	\$0	\$356,518	\$356,518	\$0

Family Resource Center: Family Resource Center provides services and support for families and infants and toddlers, under the age of three years, that have a developmental delay, disability, or condition that places them at risk of a disability. Services include, as specified in Government Code 95024(d)(2), parent-to-parent support, information dissemination, public awareness, and family-professional collaboration activities; and per Government Code 95001(a)94), family-to-family support to strengthen families' ability to participate in service planning.

Self Determination Program Participant Support: The SDP allows for regional center consumers and their families more freedom, control, and responsibility in choosing services, supports, and providers to help meet the objectives in their individual program plans. The SDP Participant Support is for regional centers, in collaboration with the local volunteer advisory committees, to assist selected participants in their transition to SDP.

NORTH LOS ANGELES COUNTY REGIONAL CENTER
PROVIDER RELIEF FUNDS aka CARES ACT FUNDING
FINANCIAL REPORT-MONTHLY RECAP
FISCAL YEAR 2020-2021
December 2021

DESCRIPTION	PROVIDER RELIEF FUNDING aka CARES ACT FUNDING	EXPENDED MONTH Through 12/31/21	EXPENDED Y-T-D	BALANCE REMAINING	PROJECTED EXPENDITURES	SURPLUS/ (DEFICIT)
Provider Relief Funds aka CARES Act Funding	\$991,226.62	(\$59,065.99)	\$991,273.43	(\$46.81)	\$991,226.62	\$0
TOTAL:	\$991,226.62	(\$59,065.99)	\$991,273.43	(\$46.81)	\$991,226.62	\$0

Provider Relief Funding: On April 10, 2020, Health and Human Services ("HHS") made available the first disbursement of \$30 billion of the \$100 billion that Congress allocated to hospitals, physicians, and other health care providers in the Public Health and Social Services Emergency Fund in the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"), also known as the Provider Relief Funding. Eligible providers include participants in state Medicaid/Children's Health Insurance Program ("CHIP") programs. Regional Centers were eligible for the Provider Relief Funds because regional centers provide Medicaid-funded case management services to Consumers. Service Providers were also eligible because a substantial percentage of Consumers served have Medi-Cal and received Medicaid-funded Home & Community-Based Services ("HCBS"). NLACRC applied for the Provider Relief Fund and received Provider Relief Funds on November 20, 2020. NLACRC must utilize the Provider Relief Funds by December 31, 2021, or any unused amounts will be forfeited and must be returned to HHS. All recipients of Provider Relief Funds must submit documents sufficient to ensure that the Provider Relief Funds received were used for healthcare-related expenses or lost revenue attributable to the coronavirus. Provider Relief Funds must be used for COVID-19 or health related expenses purchased to prevent, prepare for, and respond to coronavirus, including but not limited to, acquiring additional resources, including facilities, equipment, supplies, health care practices, staffing, and technology to expand or preserve care delivery. Reporting on the use of the CARE's Act Funds received is on or before March 31, 2022.

North Los Angeles County Regional Center
Consumer Advisory Committee Meeting Minutes (Via Zoom)
January 5, 2022

Present: **Bill Abramson, Pam Aiona, Suzanne Paggi** – Committee Members (*no quorum present* – Agenda and minutes cannot be approved.)

Lucy Paz/Spanish Interpreter - Guests

Jose Rodriguez, Jennifer Williamson, and Silvia Bonilla – Staff

Absent: Lesly Forbes, Cynthia Samano, Destry Walker, & Caroline Mitchell, Chair

I. Call to Order & Introductions

As there was no quorum, the meeting could not formally be called to order.

II. Consent Items

A. Approval of Agenda

M/S/C (/) to approve the agenda as presented.

B. Approval of Minutes November 3rd Meeting

M/S/C (/)

As there was no quorum, the Consent Items could not be approved.

III. Committee Business

A. Training/Presentation Calendar

As there was no quorum, this information was not formally discussed; however, J. Rodriguez informally discussed this topic.

B. CAC 2022 Meeting Schedule

As there was no quorum, this information was not formally discussed; however, J. Rodriguez informally discussed this topic.

C. Social Security Cost of Living Increase

As there was no quorum, this information was not formally discussed; however, J. Williamson informally discussed this topic.

D. Virtual Town Hall 01/20/22, 1:30 pm.

As there was no quorum, this information was not formally discussed; however, J. Rodriguez informally discussed this topic.

IV. Identify Agenda Items for the Next Board Meeting

A. Minutes from the January 5th Meeting

As there was no quorum, this information was not formally discussed.

V. Announcements / Information / Public Input

- A. Next meeting: February 2nd 2022
Copy of meeting schedule through December 2022 was provided to CAC in packet

VI. Adjournment

The meeting ended at 11:35 am; however, as there was no quorum, the meeting was not formally adjourned.

Submitted by,
Silvia Bonilla
Administrative Assistant

[camin_jan5_2022]





North Los Angeles County Regional Center

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North Los Angeles County Regional Center

Executive Committee Meeting Minutes

November 23, 2021

Present: Lillian Martinez, Angelina Martinez, Marianne Davis, AnaQuiles, Jeremy Sunderland -**Committee Members**

Absent: Leticia Garcia

Ruth Janka, Michele Marra, Kim Rolfes, Dr. Jesse Weller, Alan Darby, Sandra Rizo & Cheryl Blizin – **Staff Members**

Guest: Minutes Services – Seth Tanner
Interpreters – Nancy Gallardo, Isabel Romero

I. Call to Order

Jeremy Sunderland called the meeting to order at 7:42 p.m. in absence of Lety Garcia, committee chair.

II. Public Input

Angelina thanked God for the many blessings, and for being here today having gone through a very difficult year with everything that has occurred amidst the pandemic.

Ana Quiles thanked Dr. Weller for helping with a family that has been in limbo. Appreciates Dr. Weller for interacting with families and taking care of families. His values should be followed throughout the agency. What Dr. Weller did was life changing. NLACRC need to focus on customer service and accountability. Dr. Weller is amazing!

Lilian thanked Dr. Weller for helping her family and for his prompt response to resolving outstanding issues/matters. Customer services needs to be highlighted among the NLACRC.

III. Consent Items

- A. Approval of Agenda – (*Page 2*)

M/S/C A. Martinez/A. Quiles) To approve the agenda as presented. –

- B. Approval of Minutes from the October 27th Meeting - (*Page 3*)

M/S/C (M. Davis/A. Martinez) To approve the minutes as presented. –

IV. Committee Business

- A. Board Budget vs Expenditures for FY 2021-22 (Page 11)

FY 2021-22 – (*Packet 14*)

The FY 2021-22 Board Budget vs Expenditures report was presented to the Committee. The total budget is \$101,500, year-to-date expenditures are 12,351.48, and the remaining balance is \$89,148.52.

- B. Strategic Planning Update

Next mtg. Monday, Dec. 6th. Planning retreat, which will most likely be in Santa Clarita.

- C. Approval of Contracts

1. Software Management Consultants, Inc. (SQL Developer/Network Architect Services) (*Page 13*)
2. Excellence Community Rehabilitation Program LLC (PL2079-055) (*Page 16*)
3. Excellence Community Rehabilitation Program LLC (PL0972-880) (*Page 21*)

Contracts were reviewed by the the applicable committee members during Administrative Affairs.

M/S/C (M. Davis/A. Quiles) To approve all three contracts as presented at this committee due to the board being dark in December.

D. Rocio Sigala Conflict of Interest Resolution Plan (*Page 25*)

Rocio is a newer board member has an identified a COI due to a family member being employed by a vendor to provide services to her son, who is a consumer of NLACRC. Committee approval sought as board is dark in December and Conflict Resolution Plan is due to the department. Proposed Conflict Resolution Plan for R. Sigala provided to the committee for review.

M/S/C (A. Martinez/A. Quiles) To approve the revised resubmission of the COI for Rocio Sigala as presented.

E. Status of Annual Statement Mailing

NLACRC is required to send Annual Statements to consumers and families; statements to be sent by end of November.

F. Status of Annual Zero Tolerance Mailing

DDS contract requires the Center to send disseminate the Center's Zero Tolerance Policy to vendored service providers, who in turn, disseminate to their employees. The policy will be mailed to providers by end of November 2021, which meets our contractual requirement.

G. Finalize January 12, 2022 Board Meeting Agenda

- Approval of contracts will be a report out at Board meeting
- Admin affairs revision
- Board Policy
- Sigala Conflict Resolution Plan

V. **Center Operations**

COVID related

- Booster shots now available for adults over 18+
- Regional Center Statewide COVID positive cases is up to 960, NLACRC is down 21 cases compared to September
- DDS has issued a new directive from DDS extending the expiration date of former directives issued.
- The Center has implemented "hoteling" of new staff in the Santa Clarita and San Fernando valley offices as additional staff are being added and workspace has become limited. All staff assigned to a hoteling workspace will be provided a locker to store personal items

Non-COVID-related

- Revised Service Standards to include the restoration of camping services, social recreation and nonmedical alternative therapies have been approved for recommendation to go to the board in January 2022 and if approved by board, will go to the department for approval.
- RCs are required to create/implement outreach plan on how we will be notifying our consumers/families/community of such restoration, which is due to DDS by Dec. 15th. We have a plan which includes advertising via media, etc.
- Recruitment – bringing onboard important positions that are non-consumer services related.
- Public Information Manager position was posted today, this position will be – responsible for managing the Center’s public facing communications.
- SDP – Katie Hornberger, Acting Ombudsperson, DDS SDP, attended the Center’s SDP local volunteer advisory committee meeting, and provided info on role of ombudsmen person.
- NLACRC will be sponsoring a SDP resource fair with Disability Voices United
- PBC has been finalized and on target to meet submission to DDS by Dec. 1st.
- Diversity, Equity and Inclusion foundational training for staff begins Monday, Nov. 29th. Also, a DEI newsletter is being developed.
- December’s Town Hall will be on Eligibility and Intake.
- November Employment Roundtable with Stanford University
- NLACRC Holiday Gift drive - Gift distribution
- Kim’s virtual retirement event will be held on Dec 9th

VI. Board Meeting Agenda Items

- A. Minutes of the November 23rd Meeting

VII. Announcements / Information Items

- A. Legislative Town Hall, November 30th at 6:00 p.m.
- B. Next Meeting: Wednesday, January 26th a 7:30 pm (December is dark)

VIII. Adjournment

Public Input –

- Jeremy thanked everyone and asked for a prayer for Lety who is having trouble with her health and wished everyone a Happy Thanksgiving.
- Jeremy Sunderland adjourned the meeting at 8:29 pm in absence of Lety Garcia, committee chair.

Submitted by,

Sandra Rizo

Executive Administrative Assistant

[ecmin_Nov23_2021]



DRAFT

**NLACRC 2021-22 Board of Trustees
Committee Attendance**

12-Month Attendance Board Members	Jul-21							Aug-21							Sep-21						Oct-21							
	AA	EC	CS	GCR	CAC	VAC	PRMT	AA	EC	CS	GCR	CAC	VAC	SPC	NC	AA	EC	CS	GCR	CAC	VAC	AA	EC	CS	GCR	CAC	NC	VAC
Nicholas Abrahms			P	P					P	Ab	Ab								Ab				P	P				
Ivette Arriaga																												
Cathy Blin									P	P													P	P				
Sylvia Brooks Griffin			P	P					P	P													P	P				
Christina Cannarella			P	P					P	Ab													Ab	Ab				
Marianne Davis	Ab	Ab		P				P	P					P		Ab	Ab					P	P					
Leticia Garcia	P	P		P			P	P	P					P		P	P					P	P			P		P
Gabriela Herrera			P	P					Ab	Ab													P	P				
Sharoll Jackson				P					P	P		P	P							P			P	P			P	
Deshawn Turner			P						Ab	Ab													Ab	P				
Jennifer Koster			P	P					P	P													P	P				
Angelina Martinez		P		P					Ab		P						P						P		P		P	
Lillian Martinez	P	P						P	P					P		P	P					P	P					
Caroline Mitchell											Ab								Ab							P	P	
Ana Laura Quiles	P	P		P			P	Ab	Ab					P		P	P					P	P					P
Jeremy Sunderland	P	P		P			P	P	P	P					P	Ab						P	Ab		P		P	P
David Coe			P	P					P	P													P	P				
Jennifer Siguenza			P	P					P	Ab													Ab	P				
Alma Rodriguez			P	P					P	P													P	P				
Rocio Sigala			P	P					Ab	Ab													P	P				
Curtis Wang														P														

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)

**NLACRC 2021-22 Board of Trustees
Committee Attendance**

12-Month Attendance Board Members	Nov-21							Dec-21 All Dark	Jan-22									Feb-22									
	AA	EC	CS	GCR	CAC	VAC	SPC		PRMT	AA	EC	CS	GCR	CAC	VAC	AHB	NC	SPC	AA	EC	CS	GCR	CAC	VAC	SPC	AHB	NC
Nicholas Abrahms			P																								
Ivette Arriaga																											
Cathy Blin			P																								
Sylvia Brooks Griffin																											
Christina Cannarella			P																								
Marianne Davis	P	P																									
Leticia Garcia	Ab	Ab																									
Gabriela Herrera			P																								
Sharoll Jackson			P			P	P																				
Deshawn Turner			Ab																								
Jennifer Koster			P																								
Angelina Martinez		P																									
Lillian Martinez	P	P																									
Caroline Mitchell					P								Ab														
Ana Laura Quiles	P	P																									
Jeremy Sunderland	P	P																									
David Coe			P																								
Jennifer Siguenza			Ab																								
Alma Rodriguez			P																								
Rocio Sigala			P																								
Curtis Wang																											

**NLACRC 2021-22 Board of Trustees
Committee Attendance**

12-Month Attendance Board Members	Mar-22							Apr-22							May-22							Jun-22							Total Absences	
	AA	EC	CS	GCR	CAC	VAC	NC	AA	EC	CS	GCR	CAC	VAC	PRMT	NC	AA	EC	CS	GCR	CAC	VAC	SPC	NC	AA	EC	CS	GCR	CAC		VAC
Nicholas Abrahms																														3
Ivette Arriaga																														0
Cathy Blin																														0
Sylvia Brooks Griffin																														0
Christina Cannarella																														3
Marianne Davis																														5
Leticia Garcia																														2
Gabriela Herrera																														2
Sharoll Jackson																														1
Deshawn Turner																														4
Jennifer Koster																														0
Angelina Martinez																														1
Lillian Martinez																														0
Caroline Mitchell																														3
Ana Laura Quiles																														2
Jeremy Sunderland																														2
David Coe																														0
Jennifer Siguenza																														3
Alma Rodriguez																														0
Rocio Sigala																														2
Curtis Wang																														0