



# **Board of Trustees Meeting**

Wednesday, April 13, 2022

6:30 p.m.

**Via Zoom Technology**

**Packet #2**

North Los Angeles County Regional Center  
**Board of Trustees Meeting - *Via Zoom***  
Wednesday, April 13, 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 Childcare/Attendant Care Billing
3. **Board Member Attendance** – Lizeth Chavez, Executive Administration Assistant
4. **Introductions**
  - A. Sylvia Brooks Griffin, Board of Trustees Member
  - B. Vini Montague, Director of Finance
5. **Public Input & Comments** (3 minutes)
6. **Consent Items**
  - A. Approval of Revised Agenda (*Packet 2, Page 2*)
  - B. Approval of March 9<sup>th</sup> Board Meeting Minutes (*Packet 2, Page 5*)
7. **Windes Presentation on Draft IRS Form 990 Tax Return – Aaron Phillips**  
(*Packet 1, Page 22*)
8. **Committee Action Items**
  - A. Administrative Affairs Committee – Ana Quiles
    1. Approval of Contracts
      - a. REM California (27th Street) PL2093-999 (*Packet 1, Page 83*)
      - b. Stansbury Place PL2092-109 (*Packet 1, Page 87*)
      - c. HCBS Compliance Agreements FY2022, group of 5 (*Packet 1, Page 91*)
  - B. Executive Committee – Lety Garcia
    1. Approval of Bylaws Change – Article VII, Section 5.4 & 10.a (*Packet 1, Page 94*)
      - a. Consumer Advisory Committee Attendance – Policy (*Packet 1, Page 97*)
    2. Recording and Tracking of Board Member Attendance
      - a. Current Fiscal Year Calendar (*Packet 2, Page 20*)

b. 12 month Rolling Calendar (*Packet 2, Page 24*)

3. Board Budget vs Expenditures for FY 2021-22 (*Packet 1, Page 108*)

9. **Association of Regional Center Agencies** – Angelina Martinez
  - A. Report on ARCA Meetings (*Packet 1, Page 109*)
10. **Executive Director’s Report** – Ruth Janka (*Packet 1, Page 129*)
  - A. SIR Report (*Packet 1, Page 139*)
11. **Self-Determination Program (SDP)** – Jesse Weller
  - A. SDP Report – (*Packet 2, Page 29*)
12. **Administrative Affairs Committee** – Ana Quiles
  - A. Minutes of the February 23<sup>rd</sup> Meeting (*Packet 1, Page 157*)
  - B. Minutes of the March 30<sup>th</sup> Meeting - *deferred*
  - C. FY2021-22 Financial Report (*Packet 1, Page 167*)
  - D. Human Resources Report (*Packet 1, Page 193*)
  - E. 3<sup>rd</sup> Quarter Human Resources Report (*Packet 1, Page 195*)
13. **Consumer Advisory Committee** – Caroline Mitchell
  - A. Minutes of the February 2<sup>nd</sup> Meeting (*Packet 1, Page 196*)
  - B. Minutes of the March 2<sup>nd</sup> Meeting (*Packet 1, Page 198*)
  - C. Minutes of the April 6<sup>th</sup> Meeting - *deferred*
14. **Consumer Services Committee** – Gabriela Herrera
  - A. Minutes of the February 16<sup>th</sup> Meeting (*Packet 1, Page 201*)
  - B. Minutes of the March 16<sup>th</sup> Meeting (*Packet 2, Page 32*)
15. **Executive Committee** – Lety Garcia
  - A. Minutes of the February 23<sup>rd</sup> Meeting (*Packet 1, Page 207*)
  - B. Minutes of the March 30<sup>th</sup> Meeting - *deferred*
  - C. Standing Agenda Item for CAC Concerns and Supports
  - D. Annual Board Dinner Update
16. **Government & Community Relations Committee** – Jeremy Sunderland
  - A. Minutes of the February 16<sup>th</sup> Meeting (*Packet 1, Page 215*)
  - B. Minutes of the March 16<sup>th</sup> Meeting (*Packet 2, Page 37*)
17. **Nominating Committee** – Angelina Martinez

- A. Redacted Minutes of the February 2<sup>nd</sup> Meeting (*Packet 1, Page 220*)
- B. Redacted Minutes of the March 2<sup>nd</sup> Meeting (*Packet 1, Page 223*)
- C. Status of Board & VAC Member Recruitment

**18. Post-Retirement Medical Trust Committee – Lety Garcia**

- A. Next Meeting April 27<sup>th</sup> at 5:30pm

**19. Strategic Planning Committee – Marianne Davis**

- A. Minutes of the February 28<sup>th</sup> Meeting (*Packet 1, Page 226*)
- B. Minutes of the March 28<sup>th</sup> Meeting - *deferred*
- C. Strategic Planning Retreat Update

**20. Vendor Advisory Committee - Sharoll Jackson**

- A. Minutes of the March 3<sup>rd</sup> Meeting (*Packet 1, Page 232*)
- B. Minutes of the April 7<sup>th</sup> Meeting - *deferred*

**21. Old Business/New Business**

- A. Board and Committee Meeting Attendance Sheets (*Packet 1, Page 240*)
- B. Board and Committee Meetings Time Report (*Packet 1, Page 244*)
- C. Updated Acronyms Listing (*Packet 1, Page 247*)
- D. Meeting Evaluation (*Packet 1, Page 253*)

**22. Announcements/Information/Public Input**

- A. **Town Hall: Thursday, April 21<sup>st</sup> at 1:30pm**  
**Topic: Social Recreation, Camp, and Non-Medical Therapies**
- B. **Cafecito Entre Nos: Thursday, April 14<sup>th</sup> at 11:00am**
- C. **Aprendiendo Entre Nos: Thursday, April 21<sup>st</sup> at 10:00am**
- D. **Self Determination Advisory Committee Meeting: Thursday, April 21<sup>st</sup> at 6:30pm**
- E. **Caseload Ratio Virtual Public Meeting: Tuesday, May 3<sup>rd</sup> at 6:00pm**
- F. **Board Meeting: Wednesday, May 11<sup>th</sup> at 6:30 p.m. via Zoom**

**23. Adjournment**



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

DRAFT

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting via Zoom on March 9, 2022.

Trustees Present

Nicholas Abrahms  
Marianne Davis  
Gabriela Herrera  
Sharoll Jackson  
Sylvia Brooks Griffin  
Jennifer Koster  
Angelina Martinez  
Lillian Martinez  
Ana Laura Quiles  
Jeremy Sunderland  
Curtis Wang  
Caroline Mitchell  
Cathy Blin  
David Coe  
Rocio Sigala  
Alma Rodriguez

Trustee Absent

Leticia Garcia

Guests Present

Tom Huey  
Andrew Ramirez  
Nicholas Markevich  
Genesis Jones  
Karina Andrade  
Lia Cervantes Lerma, SCDD  
Kimberly Bermudez  
Jordan Feinstock  
Marla & Bob Boden  
Nicolas Markevich  
Lucy Paz –  
Spanish Interpreter  
Isabel Romero –  
Spanish Interpreter  
Dolly – Minute Svcs  
Perla Zuniga - DDS  
Sharmila Brunjes  
Wilda Tillman  
Amparo Dallas  
Kimberly Bermudez  
DeShawn Turner  
Suzanne Paggi  
Daniel Garcia

Staff Present

Dr. Jesse Weller  
Ruth Janka  
Michele Marra  
Alan Darby  
Jennifer Williamson  
Liliana Windover  
Lizeth Chavez  
Jazmin Zinnerman  
Gabriela Eshrati  
Yolanda Hutchinson  
Cristina Preuss  
Natalia Langarica  
Silvia Haro  
Sheila King  
Tiffani Jones-Newman

1. Call to Order & Welcome – Jeremy Sunderland, Vice Chair, called the meeting to order at 6:32 p.m.
2. Housekeeping
  - A. Spanish Interpretation Available  
Michele Marra provided instructions for translation in English. Liliana Windover provided instructions for translation in Spanish.
  - B. Public Attendance  
Jeremy Sunderland requested that any public attendees provide their name in the chat.
  - C. Monthly Submission for Respite Billing

Jeremy Sunderland reminded participants to submit monthly billing for respite. Per the IRS, respite bills with appropriate documentation received within 60 days were tax exempt. 1099s were required for bills beyond 60-day timeframes.

3. Board Member Attendance – Liliana Windover, Executive Administrative Assistant  
Liliana took the attendance of board members.

4. Introductions

Alma Rodriguez introduced her journey to the United States and spoke on her early childhood education experience in Guatemala and her further education in the United States and her commitment to community service.

Gabriella Eshrati spoke of her professional life and her journey in job placement programs, and more recent case management programs.

5. Public Input & Comments (3 minutes)

Marianne Davis spoke about the annual Abilities Expo and noted it was oriented towards the wheelchair community but served others as well.

Suzanne Paggi remarked on her concerns about the consumer advisory committee chair, favoritism, minute reporting, and felt the board was not supportive of the committee.

Lia Cervantas Lerma announced that the statewide training on how to give public testimony on March 14th will be in English and March 21st in Spanish. California Law and Budget Process will be on March 28th in English and April 4th in Spanish.

Jordan Feinstock remarked on the abilities expo and spoke about Music Therapy that was offered and can be used by participants in the Self Determination program and can be included in the budget.

6. Consent Items

- A. Approval of Revised Agenda – March 9, 2022

M/S/C (C.Wang/A.Martinez) To approve the Revised Agenda as presented.

Ruth Janka wished to add the presentation from Tom Huey from Windes and the draft audited financials.

Ana Quiles wished to defer Board Support Policy revision action item.

- B. Approval of February 9, 2022 Board Meeting Minutes

M/S/C (C.Wang/C.Mitchell) To approve the Minutes as presented.

**7.** Windes Presentation of NLACRC's FY 202-21 Audited Financial Statements – Tom Huey

Tom Huey presented on the results from the June 30, 2021 audit. There were no problems and was a clean audit. It is an unmodified, clean opinion.

- A. Their financial statements will show their financials are properly documented.
- B. significant accounting policies, management judgements and accounting estimates.
- C. There were no disagreements with Management
- D. They will request certain representations from management that will be reflected in the Management letter.

Jennifer Koster asked why they needed to end a business relationship with their current firm. Ruth replied that they have a requirement to change firms after 5 years. Jennifer asked to keep **the firm on a rotation basis. He also suggested to keep Tom Huey's firm** as a backup.

M/S/C (J. Koster/C. Mitchell) To accept the financial audit results.

**8.** Committee Action Items

- A. Administrative Affairs Committee – Ana Quiles
  - 1. Approval of Contracts

Alan Darby remarked on (3) vendor contracts that were presented to the Admin Affairs Committee. The committee recommended an action of the board of trustees to Approve the Contracts

- a. Beyond Expectations LLC.
- b. Integrated Resources Institute
- c. Skills LLC.

All (3) contracts are for NEW POS Services. The first (2) - reviewed were for Independent Living Services (ILS) as per Title 17

The 1<sup>st</sup> contract is for vendor Beyond Expectations providing (ILS) pursuant to Title 17 These services are for community-based day programs providing functional skills training necessary to foster self-sustaining & independent living for adult consumers

This is a (5) year contract - Beginning March 1<sup>st</sup>, 2022 – February 28, 2027. The projected Annual Cost is \$103,750 per year - \$518,750 over (5) years. The Vendor is expected to serve 11 consumers per month.

The Rates will be established by DDS based on the current temporary Rate for service code 520. This does include the rate increase as per AB 79 8.2%. The Rates are for: 1:1 @ \$38.77 per hour; 1:2 @ \$25.33 per hour; 1:3 @ \$17.55 per hour. The Contract term will be retro-active to the vendorization & rate approval of March 1<sup>st</sup>

The 2<sup>nd</sup> contract was for vendor Integrated Resources Institute – also an ILS services under Title 17. These services are also for community-based day programs - for adult consumers - providing functional skills training necessary to have self-sustaining & independent living

This is a (5) year contract - Beginning March 1<sup>st</sup>, 2022 – February 28, 2027. The projected Annual Cost = \$103,750 per year - \$518,750 over (5) years. The Vendor is projected to serve (11) consumers per month. Rates will be established by DDS based on the current temporary payment Rate for services code 520 & includes AB 79 8.2% rate increase. These will be 1:1s @ \$38.77 per hour. NLA requested the rate from DDS on February 3<sup>rd</sup> w/an effective date of March 1<sup>st</sup>. Contract term will be retro-active to the vendorization & rate approval of March 1<sup>st</sup>

The 3<sup>rd</sup> contract was for vendor Skills LLC. This vendor provides Socialization Training Program services - pursuant to Title 17 – section 54356. These are services for socialization training for school aged consumers – ages 3-18 years old – in a group setting

This is a (5) year contract - Beginning March 1<sup>st</sup>, 2022 – February 28, 2027. The projected Annual Cost = \$70,876 per year - \$354,380 over (5) years. The Vendor is projected to serve 33 consumers per month. The hourly rates will be \$29.83. This is a negotiated hourly rate based on a cost statement & includes the SB 81 8.2% increase. This rate complies with WIC Section 4691.9 (b)

M/S/C (Cathy/ J. Koster) To approve all three contracts as presented.

2. Monthly Human Resources – Ana Quiles
  - a. Approval of the Organizational Restructure Proposal

Michelle shared a presentation on the review of their organizational structure and proposed to add a Chief Information Officer to be a part of the Executive team. They are also looking to add a Chief Community Services Officer, a school-age and an adult



Manager in the San Fernando Valley, a Quality improvement and Outcomes Manager reporting to the transition adult director, and an employment supervisor.

M/S/C (C. Mitchell / A. Martinez) To approve the proposed organizational restructure.

b. Approval of the Employee Referral Bonus Policy

Michele remarked on the Policy and Procedure Employee Referral Program to create a bonus for employees to refer applicants. The goal is to help continue recruitment efforts. It is a five-hundred-dollar (\$500) net bonus to be paid out through employment. Michele remarked that the basis is to use every resource to get candidates which is a common practice in many organizations.

M/S/C (C. Mitchell/ A. Martinez) To approve the Employee Referral Bonus Policy.

3. Proposal for New CPA Firm – Alan Darby

Alan remarked on the new accounting firm. There have been two firms interviewed. The selection committee has agreed on the firm Lindquist von Husen & Joyce LLP with an overall rate of 93.8/100.

M/S/C (C. Mitchell/A. Martinez) To accept the new accounting firm.

B. Consumer Services Committee – Gabriela Herrera

1. Approval of the Revised Case Finding and Public Information Service Standards

Dr. Jesse Weller remarked on the addition to the standard of the service as listed in page 134, he acknowledged an expedited time frame for those not eligible for regional services that return with a diagnosis with a third party in 45 days. Secondary situations can be done by request of a psychologist and language on provisional eligibility. Page 135 has additional language for North LA using assessments and data and will ensure children will be assessed prior to exiting early Start.

M/S/C (L.Martinez/R.Sigala) To Approve the Service Standards as presented.

C. Executive Committee – Michele Marra

1. Approval of Executive Director Performance Evaluation Process

a. Executive Director Performance Evaluation Timeline

Michele remarked on recommended revisions and consistency on the document and new additions and spoke on the timeline and outlined circumstances on **“Needs Improvement”**. **She noted the importance of sharing a Performance** evaluation that must be signed by members of the board that will need to be submitted today to the Attorney, Lea Rangel or request for an extension. They have also added information on legal counsel. Michele clarified that the feedback is for the purpose of this evaluation.

M/S/C (J. Koster/C. Mitchell) To Approve the Revised Timeline.

b. Executive Director Evaluation Policy Revision

Michele Marra reviewed the Executive Director evaluation policy revision document and remarked on the language changes and included more language on legal counsel participation in the board process and the board president may include the negotiating committee for distribution of the final letter that outlines their performance rating and compensation information to the Executive Director.

M/S/C (C. Mitchell/J. Koster) To Approve the Document.

**Ana asked about the options to address the issue that some members don’t know** about the information to complete the form in it’s entirety. Michele replied that there was a discussion to add a N/A column but there was no consensus. The board determined it should be considered for next year. Michele asked if they could do the update, but Ana replied it would need to be done through the committee.

ACTION: Michele will take the feedback to report to the Committee and to include revisions on the form for the upcoming year.

c. Executive Director Performance Evaluation Form revision

Michelle Marra outlined the revisions for capitalization and language relating to **the “needs improvement” rating**.

M/S/C (C. Mitchell/C.Blin) To Approve the Revisions on the form as presented.

2. Approval of the Policy Development Process – Ruth Janka

Ruth Janka outlined the document for the draft process for policy development and amendments and provides a road map that identifies an issue that warrants a new policy or amendment to service standards. It applies to all issues and any committee. If agreed, it will be finalized and be placed in the board manual.

M/S/C (C. Martinez/J. Koster) To Approve the Policy Development Process

Angelina Martinez recommended new board member training to review the policies.

ACTION: Board Manuals to be updated to include the new Policy Development Process

3. Approval of the Board Leadership Book Club (Budget Item) -Ana Quiles

Ana Quiles introduced a new effort to connect with the board members though a book **club. The first book is “Leadership” by John Maxwell** every other Friday at 2 PM.

M/S/C (C. Mitchell/R.Sigala) To pass a resolution to start the Book Club.

David Coe asked if staff could be included. Ruth spoke that originally it would be solely for board members but could also include Leadership Staff who regularly work with the board. Ruth also noted that the cost to operate the book club is nominal.

Lillian Martinez added that the book is available on audio and Marianne Davis noted that the book is available at the public library.

D. Nominating Committee – Angelina Martinez

1. Approval for Redacted Minutes to be Posted on Website

Ruth noted that the nominating committee minutes should be posted to be compliant with By Laws. However, the minutes will be redacted to protect personal information.

M/T/C (J.Sunderland/A.Quiles) To Approve Redacted Minutes to be Posted on Website.

## 9. Additional Action Items

- A. Administrative Affairs Committee – Alan Darby
  - 1. Approval of Contracts
    - a. Elywn (Wyse)
    - b. Brilliant Corners

Alan Darby spoke briefly on the new contracts. A third amendment for CPP housing and for enhanced behavior support in the home.

Alan Darby presented the approval of two (2) contracts

The 1<sup>st</sup> Contract is for the vendor: Elwyn Wyse. This is a new POS Contract for an ‘Enhanced Behavioral Supports Home’ (**EBSH**) operating a 4-bed home under service codes 900/901 and providing 24-hour non-medical care to individuals who require enhanced behavioral supports, staffing, and supervision in a homelike setting

This is a Three (3) Year contract beginning March 15, 2022 and ending February 28, 2025. The annual cost for TBD-900 (facility costs) have not been determined yet as Per Title 17, 59072(a)(1), DDS has final review and approval of the facility costs (based on the DS 6023 form). As of this meeting, DDS’ review is ongoing.

The projected costs for a service code 900 facility are estimated to be a maximum of \$83,290.34 per month. DDS is requesting that some of the costs be adjusted downward and the Resource Development team is working with Elwyn. This approved monthly cost will be divided amongst the number of consumers in the home.

Projected costs for 901 are pending an update from the provider. Based on other contracts for the same service code: the costs are expected to be approximately \$65,000 - \$70,000 for the first consumer. As each consumer moves in, an amendment would be required and presented for Board

The 2<sup>nd</sup> contract is for vendor Brilliant Corners - this is a Third Amendment to an existing POS Agreement for CPP Housing. The contract is for the acquisition, renovation and improvements of an ‘Enhanced Behavioral Support Home’ (**“EBSH”**), for consumers, who are at risk of institutionalization, or are transitioning to the community from a developmental center or other state-operated residential facility, or institution for mental disease (IMD). The vendor is

projected to service four (4) consumers.

The purpose of the Third Amendment is, per DDS approval, to 1) change the Maximum Funding Amount for renovation funding: increase of \$8,800 for FY19-20 funds and increase of \$13,200 for FY20-21 funds and to extend the funding deadline from December 31, 2021 to March 31, 2022.

On January 10, 2022, DDS approved an additional \$13,200.00 in renovation funding under project NLACRC-2021-1. Funds will be allocated in the next allocation cycle.

This contract commences on the effective date of the Property acquisition – which was January 22, 2021 – AND ends on the earlier of (i) the date that Brilliant Corners is no longer the owner of the Property or (ii) December 31, 2050, subject to any earlier termination as provided in the Agreement.

#### **10. Association of Regional Center Agencies – Angelina Martinez**

Angelina reported the Nominating Committee finished the interview of last round of candidates and committee will meet to fill the vacancies. There is no report for ARCA. She also discussed an ARCA Webinar about Intake Process. She shared that ARCA Academy and was happy to see participation from the board members. She also spoke of an opportunity for board members to speak with California legislators. She stated that the legislators recognize residents as part of their families and understand their needs and concerns. She encouraged the community to send letters to the legislators. Angelina Martinez answered questions about the upcoming ARCA meeting tomorrow.

Ana Quiles remarked that the ARCA event was helpful. Her main takeaways were to encourage the need to transition to a new normal in a hybrid situation and be able to engage legislators through this process. Her other takeaway was that she appreciated the start of the training and wished to share the testimony to the board.

#### **11. Executive Director's Report – Ruth Janka**

Ruth spoke on public policy legislation proposed by ARCA. The first bill Senate 882 created an advisory council to include existing training for Peace Officers and their interactions with people w/ disabilities and mental conditions. Senate 855 includes a childhood drowning data collection plan. Senate 878 regards School transportation requiring the district to offer transport for students to/from their school and to receive state reimbursement for preschool students if it is appropriated in their budget. All students should be offered free transportation. Senate 912 requires healthcare plans and insurance policies to cover biomarker testing if the test is supported by scientific and

medical evidence. Senate 1663 regarded Conservatorship reform as requiring the exhaustion of different alternatives prior to granting conservatorship. There is opposition by families to this bill.

State and Local updates include a professional workforce survey to gather information to formulate policy using the norms NCI Staff Ability survey. This survey will be sent to 4,500 services. She noted the Board will be promoting this survey. Rate information is ongoing. The first-rate goes into effect on April 4th and is a 25% increase from the established rate compared to the final rate. The last batch of rates will be on March 28th. Each community service will have separate codes. There will need to be retroactive authorizations to ensure providers get that increase effective April 1st. The Quality group met on March 1st, but there is no summary yet. The regional center measures workgroup met on Feb 17 and the department reviewed 37 measures.

**She noted that ARCA has developed positions on the proposed governor's budget and** are supporting many of the initiatives including the employee support model and the **assessment of the communication, specialists' positions** for early start education, rate model implementations, the regional performance center incentive program, reduced caseload ratio for children ages 0-5, and correct the annual core staffing budget problem and have proposed an updated model. They are also proposing the elimination of the annual family program and family health participation program because it creates a barrier for families getting service due to the fee programs.

The rate model acceleration 2nd increase will be effective July 1, 2022, rather than July 1, 2023, due to the severe staffing shortage.

Lastly, she remarked that the California Dental Association is seeking a 50-million-dollar grant to expand dental care to those with special healthcare needs.

The state council has co-sponsored the legislation **by Manshine's conservatorship** program proposal.

Ruth will be part of the review team regarding the fair hearing process to make it more friendly and supportive to families by creating expanded timelines and continuing services through an appeal and create opportunities to resolution prior to the hearing by creating the option for mediation.

The National Court indicator service cycles surveys are ongoing. The cycle closes this summer.

Covid related updates that the hospital and positivity rate is trending downward. The mask mandate is revised as of March 12th. The booster vaccine Mandate was effective March 1st. PPE products are in good supply.

Ruth shared North LA received a grant of \$90,000 to implement the workforce and employment project. They are establishing a specialist position and begin recruitment next week. Activities of the Policy Steering committee in regard to Diversity, Equity, and Inclusion and shared about future programs in regard to bias training. She noted that they were selected to participate in the DDI audit. They are in the fieldwork stage of the

audit expected to last through March. Their last inquiry was to look at their fair hearing data.

She gave an update on the staffing positions and shared projections for March hires including 13 new staff. She also updated the board on the last Job fair and spoke about future job fairs in the area.

In terms of community engagement, she remarked that she and Dr. Waller attended an inclusive Cheer camp held by the LA Rams.

She remarked on the February Town Hall meeting and shared that the March town hall meeting is on March 17th, but there is a discussion on whether they should hold the meeting.

She updated the board on Quality Assurance activities, sharing activities of the Community service team and remarked on the Early Start program.

She spoke on the Special Incident report and remarked on the highlights in the report. There were no incident increases or spikes.

## **12. Self-Determination Program (SDP) Report – Jesse Weller**

Dr. Weller remarked on page 83. There are 109 budgets that have been certified, 13 are in process, and there are 92 individuals in the self-determination program. He spoke during the recruiting and monthly orientation meetings.

They are working with Disability Voices United on a committee charter that will look at how they are implementing self-determination, best practices to help drive how the money should be spent.

The self-determination support group is continuing, and the next meeting is on April 6th. The next Local Advisory Committee is on March 17th.

## **13. Administrative Affairs Committee – Ana Quiles**

### **A. Minutes of the February 23rd Meeting**

These minutes were included in the packet for Board information.

### **B. FY2021-22 Monthly Financial Report**

Alan Darby stated the monthly January expenses were \$51,440,167. POS of 47,126,134 and OPS of \$4,313,934.

Year-to-date expenditure totals were total 359,854,437, Operations: \$32,798,491.

The Administrative direct allocation percentage as of Feb 17th, 2022, is 14.2% and has been steady since January 27th.

FY2020-21 Provider Relief Funds Financial Report.  
The residual was spent by December 31st of 2021.

- C. Monthly Human Resources Report  
Michelle Marra noted this information had already been covered previously.

**14.** Consumer Advisory Committee – Caroline Mitchell

- A. Minutes of the March 2nd Meeting (*deferred*)

**15.** Consumer Services Committee – Gabriela Herrera

- A. Minutes of the February 16th Meeting  
These minutes were included in the packet for Board information.

**16.** Executive Committee – Lety Garcia (absent)

- A. Minutes of the February 23rd Meeting (*deferred*)
- B. Diversity, Equity, Inclusion, and Belonging Equity Report & Executive Summary

Jesse Weller remarked on that they are actively working with inclusion consultants helping with training and policy development. They are working with the executive committee and a matrix identifying which committees are appropriate to look at the recommendations. They are prioritizing the recommendations, and more is to come.

**17.** Government & Community Relations Committee – Jeremy Sunderland

- A. Minutes of the February 16th Meeting (*deferred*)

**18.** Nominating Committee – Angelina Martinez

- A. Minutes of the March 2nd Meeting (*deferred*)

Ruth Janka noted this is due to a challenge with the minute-taking service due to the content and timing and receipt of minutes which are currently under review.

Angelina Martinez noted that they are waiting to fill the vacancy needs.

- B. Resignation of Trustees Jennifer Siguenza and DeShawn Turner



Ruth Janka noted these trustees resigned.

- C. Resignation of VAC Member Olga Reyes
- D. Status of Board & VAC Member Recruitment

Ruth Janka noted the Nominating Committee is interviewing candidates for these positions. The committee will be reviewing and updating **the board's** composition.

**19.** Post-Retirement Medical Trust Committee – Lety Garcia

- A. Next Quarterly Meeting: April 27th at 5:30 PM  
There were no updates.

**20.** Strategic Planning Committee – Marianne Davis

- A. Minutes of the February 28th Meeting (*deferred*)
- B. 2nd Quarter Report on CIE/PIP Activities
- C. 2nd Quarter Report on Program Closures
- D. 2nd Quarter Report on New Vendorizations
- E. Strategic Planning Retreat Logistics Update  
Friday, March 11th 6pm-9pm and Saturday, March 12th 9am-6pm

Marianne Davis asked if anyone had any questions about the retreat and the data to send the information over to Board Support.

**21.** Vendor Advisory Committee – Sharoll Jackson

- A. Minutes of the February 3rd Meeting  
This report was included in the packet for Board information.
- B. Minutes of the March 3rd Meeting (*deferred*)  
This report was included in the packet for Board information.

Sharoll Jackson thanked the Regional Center and staff about the issues and concerns that come up and capturing important details in the Meeting Minutes.

**22.** Old Business / New Business

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

Jeremy Sunderland asked for comments on any of these, noting that each had been completed and was included in the packet and wanted members to check if the information is accurate.

**23. Announcements / Information / Public Input**

- A. Town **Hall: “Adult Services”**, Thursday, March 17th at 1:30 p.m. Topic TBA
- B. Cafecito Entre Nos: Thursday, March 10th at 11:00 a.m.
- C. Purchase of Service Data Public Meeting: Thursday March 10th at 12:00 pm.
- D. Purchase of Service Data Public Meeting: Tuesday March 15th at 7:00 pm.
- E. Family Focus Resource Center: Generic Services Workshop on CalABLE: March 16th, 10 am.
- F. Board Meeting: Wednesday, April 13th at 6:30 p.m. via Zoom

Amparo Dallas is receiving employment calls and is sending a list to HR and commenting on future public announcements.

Nicholas Markevich asked about the March 12th, 2022, mask mandate and asked if required to wear a mask at Desert Haven. Ruth replied that individual businesses have the choice of whether to require masks. Nicholas also asked about the referral process. Ruth replied that the best way to do this is to have that individual call the service coordinator and tell them they are interested in services at Desert Haven. Nicholas also **asked about the book club. Ruth replied that it wouldn't** be open other than to board and staff.

Deshawn Turner remarked that he felt that consumers are not being heard, expressed discomfort with the employment process, and felt consumers should be on the board.

Marla and Bob Boden shared concern about vocational support for their daughter and would like guidance. Ruth Janka replied that they will reach out to the family after the meeting to facilitate a connection to their service coordinator.

Marianne Davis remarked on the Guide for Consumers and Family and complemented Jennifer Williams and emphasized that it was a wonderful document.

**24. Adjournment**

Jeremy Sunderland adjourned the meeting at 9:08 p.m.

Submitted by:

*(\*) Lizeth Chavez*

Executive Administrative Assistant

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

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

Current 12-Month Attendance Board Members	Jul-21 Board	Aug-21 Board	Sep-21 Board	Oct-21 Board	Nov-21 Board	Dec-21 Dark	Jan-22 Board	Feb-22 Board	Mar-22 Board	Apr-22 Board	May-22 Board	Jun-22 Board	Total Absences
Nicholas Abrahms		P	P	P	P		P	P	P				0
Cathy Blin		P	P	P	P		P	P	P				0
Sylvia Brooks Griffin		Ab	P	P	P		P	P	P				1
David Coe		P	P	P	P		P	P	P				0
Marianne Davis		P	P	P	P		P	P	P				0
Leticia Garcia		P	P	P	Ab		P	P	Ab				2
Gabriela Herrera		P	P	Ab	P		P	P	P				1
Sharoll Jackson		P	P	P	P		P	P	P				0
Jennifer Koster		P	P	P	Ab		P	P	P				1
Angelina Martinez		P	P	P	P		Ab	P	P				1
Lillian Martinez		P	Ab	P	P		P	P	P				1
Caroline Mitchell		P	Ab	P	P		Ab	P	P				2
Ana Laura Quiles		P	P	P	P		P	P	P				0
Alma Rodriguez		P	P	P	P		P	P	P				0
Rocio Sigala		P	P	P	P		P	P	P				0
Jeremy Sunderland		P	P	Ab	P		P	P	P				1
Curtis Wang		P	P	P	P		P	P	P				0

P = Present      Ab = Absent

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

Current 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	P	Ab								Ab					P	P		
Cathy Blin										P	P														P	P		
Sylvia Brooks Griffin			P	P						P	P														P	P		
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
Gabriela Herrera			P	P						Ab	Ab														P	P		
Sharoll Jackson				P						P	P		P	P							P				P	P		P
Jennifer Koster			P	P						P	P														P	P		
Angelina Martinez		P		P					Ab		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
David Coe			P	P						P	P														P	P		
Alma Rodriguez			P	P						P	P														P	P		
Rocio Sigala			P	P						Ab	Ab														P	P		
Curtis Wang														P														

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

Current 12-Month Attendance Board Members	Nov-21							Dec-21 All Dark	Jan-22									31-Jan SPC	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	P								P	P										P	P			
Cathy Blin			P	P							P	P									P	P						
Sylvia Brooks Griffin				P								P																
Marianne Davis	P	P					P				P	P							Ab	P	P	P				P		
Leticia Garcia	Ab	Ab					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					Ab	P				P	P		
Jennifer Koster			P	P								P	P												Ab	P		
Angelina Martinez		P		P								P							P						P			P
Lillian Martinez	P	P					P					P	P							P	P	P					P	
Caroline Mitchell					P									Ab						P								A
Ana Laura Quiles	P	P					P													P	P	P					P	P
Jeremy Sunderland	P	P		Ab									P							P						Ab	Ab	P
David Coe			P	P								P	P													P	P	
Alma Rodriguez			P	P								P	P													P	P	
Rocio Sigala			P	P								P	P													P	P	
Curtis Wang							P														P	P						P

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

Current 12-Month Attendance Board Members	Mar-22								Apr-22								May-22								Jun-22								Total Absences
	AA	EC	CS	GCR	CAC	VAC	SPC	NC	AA	EC	CS	GCR	CAC	VAC	PRMT	NC	AA	EC	CS	GCR	CAC	VAC	SPC	NC	AA	EC	CS	GCR	CAC	VAC	NC		
Nicholas Abrahms			P	P																												2	
Cathy Blin			P	P																												0	
Sylvia Brooks Griffin				Ab																												2	
Marianne Davis	Ab	Ab					Ab																									8	
Leticia Garcia	P	P					P	Ab								P																3	
Gabriela Herrera			P	P																												4	
Sharoll Jackson			P	P		P	P							P																		1	
Jennifer Koster			P	P																												1	
Angelina Martinez		P		P				P								P																1	
Lillian Martinez	P	P					P																									0	
Caroline Mitchell					P			P								P																4	
Ana Laura Quiles	P	P					P	P								P																2	
Jeremy Sunderland	P	P		Ab				Ab								P																7	
David Coe			P	P																												0	
Alma Rodriguez			P	P																												0	
Rocio Sigala			P	P																												2	
Curtis Wang							P																									0	

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

Rolling 12-Month Attendance Board Members	Apr-21 Board	May-21 Board	Jun-21 Board	Jul-21 Board	Aug-21 Board	Sep-21 Board	Oct-21 Board	Nov-21 Board	Dec-21 Dark	Jan-22 Board	Feb-22 Board	Mar-22 Board	Apr-22 Board	Total Absences
Nicholas Abrahms	P				P	P	P	P		P	P	P		0
Cathy Blin					P	P	P	P		P	P	P		0
Sylvia Brooks Griffin					Ab	P	P	P		P	P	P		1
David Coe					P	P	P	P		P	P	P		0
Marianne Davis	P	P	Ab		P	P	P	P		P	P	P		1
Leticia Garcia	P	P	P		P	P	P	Ab		P	P	Ab		2
Gabriela Herrera	Ab	P	P		P	P	Ab	P		P	P	P		2
Sharoll Jackson	P	P	P		P	P	P	P		P	P	P		0
Jennifer Koster	P	P	P		P	P	P	Ab		P	P	P		1
Angelina Martinez	P	P	P		P	P	P	P		Ab	P	P		1
Lillian Martinez	P	P	P		P	Ab	P	P		P	P	P		1
Caroline Mitchell	P	P	P		P	Ab	P	P		Ab	P	P		2
Ana Laura Quiles	P	P	P		P	P	P	P		P	P	P		0
Alma Rodriguez					P	P	P	P		P	P	P		0
Rocio Sigala					P	P	P	P		P	P	P		0
Jeremy Sunderland	P	P	P		P	P	Ab	P		P	P	P		1
Curtis Wang	P	P	P		P	P	P	P		P	P	P		0

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

Rolling 12-Month Attendance Board Members	Apr-21								May-21								Jun-21								Jul-21							
	AA	EC	CS	GCR	CAC	VAC	PRMT	NC	AA	EC	CS	GCR	CAC	VAC	SPC	NC	AA	EC	CS	GCR	CAC	VAC	NC	AA	EC	CS	GCR	CAC	VAC	PRMT	AA	EC
Nicholas Abrahms			P	P							P	P															P	P				
Cathy Blin																																
Sylvia Brooks Griffin																											P	P				
Marianne Davis	Ab	Ab							P	P					Ab										Ab	Ab		P				
Leticia Garcia	P	P					P	P	P	P					P										P	P					P	P
Gabriela Herrera																											P	P				
Sharoll Jackson			P	P		P					P	P		P									P					P				
Jennifer Koster			P	P							P	P															P	P				
Angelina Martinez		P						P		P					P								P				P	P				Ab
Lillian Martinez	P	P							P	P					P										P	P					P	P
Caroline Mitchell					Ab			P						Ab																		
Ana Laura Quiles	P	P					P		P	P					P										P	P		P			P	Ab
Jeremy Sunderland	P	P		P			P	P	P	P		P													P	P		P			P	P
David Coe																											P	P				
Alma Rodriguez																											P	P				
Rocio Sigala																											P	P				
Curtis Wang			P	P				P			P	P												P								

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

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

P = Present      Ab = Absent

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

Rolling 12-Month Attendance Board Members	Nov-21							Dec-21	Jan-22									31-Jan	Feb-22									
	AA	EC	CS	GCR	CAC	VAC	SPC	All Dark	PRMT	AA	EC	CS	GCR	CAC	VAC	AHB	NC	SPC	SPC	AA	EC	CS	GCR	CAC	VAC	SPC	AHB	NC
Nicholas Abrahms			P	P								P	P									P	P					
Cathy Blin			P	P								P	P									P	P					
Sylvia Brooks Griffin				P									P										Ab					
Marianne Davis	P	P					P			P	P						Ab	P	P	P	P					P		
Leticia Garcia	Ab	Ab					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				Ab	P				P	P		P	P		
Jennifer Koster			P	P								P	P									Ab	P					
Angelina Martinez		P		P							P	P					P				P		P				P	
Lillian Martinez	P	P					P			P	P							P	P	P	P						P	
Caroline Mitchell					P									Ab			P							Ab			A	
Ana Laura Quiles	P	P					P			P	P							P	P	P	P					P	P	
Jeremy Sunderland	P	P		Ab						P	P		P				P			Ab	Ab		P				P	
David Coe			P	P								P	P									P	P					
Alma Rodriguez			P	P								P	P									P	P					
Rocio Sigala			P	P								P	P									P	P					
Curtis Wang							P											P	P							P		

P = Present      Ab = Absent

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

Rolling 12-Month Attendance Board Members	Mar-22								Apr-22								Total Absences	
	AA	EC	CS	GCR	CAC	VAC	SPC	NC	AA	EC	CS	GCR	CAC	VAC	PRMT	NC		
Nicholas Abrahms			P	P														2
Cathy Blin			P	P														0
Sylvia Brooks Griffin				Ab														2
Marianne Davis	Ab	Ab					Ab											11
Leticia Garcia	P	P					P	Ab									P	3
Gabriela Herrera			P	P														4
Sharoll Jackson			P	P		P	P							P				1
Jennifer Koster			P	P														1
Angelina Martinez		P		P				P									P	1
Lillian Martinez	P	P					P											0
Caroline Mitchell					P			P									P	6
Ana Laura Quiles	P	P					P	P									P	2
Jeremy Sunderland	P	P		Ab				Ab									P	7
David Coe			P	P														0
Alma Rodriguez			P	P														0
Rocio Sigala			P	P														2
Curtis Wang							P											0

P = Present      Ab = Absent



# North Los Angeles County Regional Center

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

## Self Determination Program Report - Implementation Updates

April 1, 2022

### *North Los Angeles County Regional Center Statistics*

Participants have completed Orientation: **448**

Total number of budgets that are certified: **122**

Total number of budgets that are in the certification process: **11**

Total number of spending plans that are approved: **98**

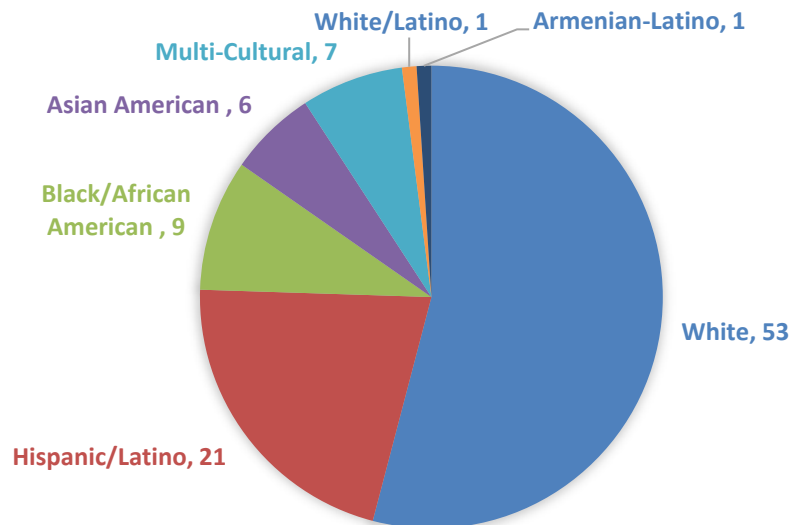
Total number of spending plans in progress: **23**

Total number of PCP's completed: **100**

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

Total number of participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: **98**

### ETHNICITY OF CURRENT PARTICIPANTS IN SDP





# North Los Angeles County Regional Center

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## *NLACRC Implementation Updates*

- Participant Choice Specialists. NLACRC continues recruitment.
  - NLACRC received funding for three positions and they will be allocated to:
    - 1) Antelope Valley
    - 2) San Fernando Valley
- Services in the SDP Spending plan must comply with the HCBS Final Rule. Regional Centers along with FMS agencies, must assess and confirm that services comply.  
<http://www.dds.ca.gov/initiatives/cms-hcbs-regulations>  
<http://www.dds.ca.gov/initiatives/cms-hcbs-regulations/training-information>
- Orientation & Information Meetings continue monthly
  - Orientation Meeting – April 4 (English), April 11 (English), and April 18 (Spanish)
  - Information Meeting – April 4 (English) and April 18 (Spanish) at 3:00PM
- 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.
  - Partnership meetings held monthly.
- Self Determination Support Group – 1<sup>st</sup> Wednesday of each month
  - Facilitated by Claudia Wenger
  - Next meeting May 4, 2022 – 6:00-7:30PM
- SDP Local Volunteer Advisory Committee- April 21, 2022
  - Everyone is welcomed to attend meetings!
- SDP Local Volunteer Advisory Committee & Disability Voices United
  - Developing a Committee Center Plan
  - Public Meeting: date to be determined
- NLACRC will be adding additional graphs to the implementation report to reflect monthly totals of enrollment for budgets; draft report will be brought forward at Consumer Services Committee in April 2022



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*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](https://www.dds.ca.gov/wp-content/uploads/2019/05/SDP_Service_Definitions.pdf)

*FMS Providers Serving NLACRC Catchment Area & Languages:*

<b>Available FMS Services</b>	<b>FMS Model</b>	<b>Languages Spoken</b>
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
Cambrian	Bill Payer, Sole Employer, Co-Employer	English, Spanish, Vietnamese, Tagalog, Farsi
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 Only
Public Partnership LLC	Bill Payer and Sole-Employer	English, Spanish, Mandarin, Cantonese, Tagalog, Vietnamese, Korean
Ritz Vocational Management	Bill Payer and Co-Employment	English, Spanish, Mandarin

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

Virtual meeting via Zoom  
Wednesday, March 16, 2022, 6:00 p.m.

**Present:** Gabriela Herrera, Alma Rodriguez, David Coe, Rocio Sigala, Jennifer Koster, Nicholas Abrahms, Cathy Blin, Sharoll Jackson – Committee Members

Lillian Martinez, Jeremy Sunderland, Ana Quiles – Guests

Ruth Janka, Cristina Preuss, Jesse Weller, Jennifer Williamson, Kimberly Bermudez, Jazmin Zinnerman, Michael Fernandez, Gabriela Eshrati, Alan Darby, Lilana Windover, Natalia Langarica, Lizeth Chavez – Staff Members

Isabel Romero, Lucy Paz - Interpreter  
Dolly S. - Minute Services

**Absent:**

---

**I. Call to Order & Introductions**

Gabriela Herrera Chair called the meeting to order noting a quorum had been met.

**II. Public Input**

Ana Quiles commented on the Purchase of Service meeting the day before and conveyed that Dr. Weller and Cristina Preuss did an amazing job and that every question was consistently answered. People left feeling heard and respected.

**III. Consent Items**

A. Approval of Amended Agenda

**M/S/C** (D.Coe/A.Rodriguez) To Amend the Agenda as discussed.

Gabriela requested to include item 4.A.1. Self Determination Orientation

B. Approval of Minutes of the February 16<sup>th</sup> Meeting

**M/S/C** (D.Coe/A.Rodriguez) To Approve the Minutes as presented.

**IV. Committee Business**

A. **Self-Determination Program Report** – Jesse Weller

Jesse presented the March 1<sup>st</sup> report for the Self Determination report. There are 109 budgets that are certified, 13 budgets in the certification process, 92 spending plans, and 17 spending plans in process. The ethnic diversity of the



participants includes: 49 individuals are white, 21 are Hispanic/Latino, 7 multicultural, 6 Asian/American, and 9 African American or black. The SDP LVAC are currently reviewing best practices for SDP implementation and will propose how to allocate additional funding from DDS.

There was a request for an additional graph to display over time the number of budgets that are certified and the total number of budgets that are in the certification process by month. There was discussion about the request and potential variability, as some people enter the program and some may drop off.

Action: Jesse will amend the current report provide a graph with number of budgets that are certified and the total number of budgets that are in the certification process by month.

1. Jesse spoke about an issue about an individual who was unable to register for orientation. This created an unfortunate impact and delayed from participation. They are looking into their registration process and instead of having a centralized email they are looking at individuals registering for orientation themselves via Zoom. They are testing the link to see if it is efficient and will report back on updates.

An additional example was provided on how a Spanish speaking family to sign up for the Spanish orientation and there was no return email. The barrier there is that the Spanish one is offered once a month. She thinks a self registration is a good idea.

There was an inquiry asked about adding another orientation time in the evening to accommodate people who work during the day.

Gabriela asked if the orientations could be recorded and have it available for access at all points in time. If there are questions, they could email.

Action: Jesse will check availability on evening Orientation sessions.

Action: Jesse will check on a recurring zoom link for easier access and automatic registration for the Orientations

Action: Jesse will confirm with DDS on Orientation videos for Self-certification.

## **B. Monthly Consumer Competitive Employment Report – Alan Darby**

Alan Darby discussed the findings from the Monthly Consumer Competitive Employment Report.

During the last meeting, there was a request to present the information in this report by various age groups in order to assist in identifying additional needs or opportunities for increasing consumer employment. Those age groups are:

- 14-17 years
- 18-25 years
- 26-45 years
- 46-59 years
- 60 years and older

This report is almost completed and will be ready for the next meeting.

The consumer competitive employment report shows every individual that is competitively employed in NLA's catchment area for age ranges 18-77 years old and for all competitively employed consumers and for working age consumers with no employment ages 18-59. This report is presented in two forms - by residence type and by ethnicity.

For the Month of February 2022, the total number of all competitively employed consumers and working age consumers with no employment was 11,832. In that number, the total number of competitively employed consumers in NLA's area was 2,144 – which is 18.12% of all working age consumers. This is a slight % increase from January's total which was at 17.71%

The total number of working age consumers within NLA's area with no employment was 9,688.

### **C. Town Hall Schedule Discussion – Jesse Weller**

Jesse provided notice that NLACRC is seeking to have a Town Hall Schedule for 2022 that will allow for additional planning and notice to the community. Jesse solicited feedback from the committee.

Gabriela suggested that consumers need help when transitioning to adulthood and expressed the need for these services to continue. Ana Quiles emphasized continuous support from parents and noted their success stories and testimonials are helpful to new parents. She recommended adding a parent panel for a session on life after high school and using them for four different stages of life. It can be included in the consumer family guide and be matched with specific age groups. Lillian recommended to follow the same format as the consumer family guide.

Cristina Preuss added about a similar format with parents at the Festival Educational. She stated that adding a parent perspective works very well.

Rosie suggested adding a college aspect as many parents would benefit from what is available at the college or vocational level.

Ruth added an idea for a potential topic for discussion an individual's right under the Lanterman Act. She also discussed parents needing information for an IPP that can be provided before high school graduation and in the fall. Gabriela suggested adding information on the process as a whole for discussion on the

15-day decision process.

Recap: Social Recreation, Transition Services Life after High school with a parent panel, Other age services, Notice of Action and 15-day decision process timeline, and how to prepare for an IPP.

An additional request was received to address recourse when situations arise where families do not receive follow up. There was a discussion about contacting the Supervisor or On Duty Specialist to help assist for time sensitive requests or for follow up.

**D. Purchase of Service Data 20/21 – Jesse Weller**

There is a request to rearrange the data regarding Ethnicity and diagnoses to be more user-friendly and give a comparison to help inform their work with the help of the recommendation. Jesse also recognized updates to the website and spoke about the request for a matrix-based action plan to ensure issues are properly addressed.

There was a request for NLACRC to provide the committee the whole report and the results prior or immediately following the submission to DDS, as there might be more recommendations. It was suggested that the minutes and the results are important to be included.

**E. Workforce Employment Specialist/Service Access Grant – Jesse Weller**

Two specialist positions were requested for approximately \$176,000 and DDS awarded \$90,000. DDS will only give one position (which may include two part time positions) for \$90,000 for 12 months. There will also be an employment hotline available. They are targeting to have the contract opening April 1<sup>st</sup>. Once the contract is signed, the project plan will have specific timelines.

Ana noted that it takes time to make something impactful and suggested creating a taskforce of specialized people in this arena could help jump start the process. He also noted there is an outreach plan and can look into the Los Angeles Chamber of Commerce for small businesses. The job description and requirements were discussed.

**V. Deputy Director Report – Jesse Weller**

Jesse announced that there is an annual Autism resource Fair Saturday April 2 from 10- 2 pm, location TBA. S Parent and Family Support Specialists are being recruited.

NLACRC has filled the position for the Enhanced Service Coordinator Supervisor, Santos Rodriguez.

All NLACRC staff will be trained in Implicit Bias and Microaggressions. staff at the policy steering committee meeting is scheduled for March 24<sup>th</sup> that is meeting to develop a policy on behalf of the Board of Trustees.

**VI. Board Meeting Agenda Items**

- A. Minutes of the March 16<sup>th</sup> Meeting

**VII. Announcements / Information Items / Public Input**

- A. Next Meeting: Wednesday, April 20<sup>th</sup> at 6:00 p.m.

No public input was provided.

**VIII. ADJOURNMENT**

Gabriela Herrera adjourned the meeting at 7:22 p.m.

Submitted by:

(\*) *Lizeth Chavez*

Executive Administrative Assistant

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

North Los Angeles County Regional Center  
Government & Community Relations Committee Meeting Minutes

Virtual meeting via Zoom  
Wednesday, March 16, 2022  
7:00 p.m. PST

Present: Nicholas Abrahms, Cathy Blin, David Coe, Gabriela Herrera, Sharoll Jackson, Angelina Martinez, Alma Rodriguez, Rocio Sigala, Jennifer Koster, Suad Bisogno - Committee Members

Lillian Martinez, Kimberly Bermudez, Ana Quiles, Michelle Heid, Lucy Paz Interpreter, Isabel Romero Interpreter and Dolly Minute Services – Guests

Ruth Janka, Alan Darby, Jesse Weller, Jennifer Williamson, Evan Ingber, Gabriela Eshrati, Cristina Preuss, Jazmin Zinnerman, Dr. Michael Fernandez, Lilia Windover, Natalia Langarica, Lizeth Chavez – Staff Members

Absent: Jeremy Sunderland, Sylvia Brooks-Griffin

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I. Call to Order & Introductions

At 7:40 p.m., David Coe interim chair called the meeting to order. Lizeth Chavez Executive Administrative Assistant called attendance of committee members. Guests were asked to place name in the chat.

II. Public Input

No public input was provided.

III. Consent Items

A. Approval of Agenda

M/S/C (A.Martinez/C.Blin) To approve the Agenda as presented.

B. Approval of Minutes of January 19<sup>th</sup> and February 16<sup>th</sup> Meeting Minutes

Liz Chavez noted the attendance for the January 19<sup>th</sup> was incorrect **reflecting Deshawn Turner's absence.**

M/S/C (A. Martinez/C. Blin) To approve the January 19<sup>th</sup> amended minutes.

M/S/C (A. Martinez/C. Blin) To approve the February 16<sup>th</sup> minutes as presented.

IV. Committee Business

A. Resources to Support Ukraine – *Michele Marra*

M. Marra is absent, so J. Williamson took over this section.

The agency recently sent a communication about the Ukrainian humanitarian crisis that included links for individuals to support the crisis to donate and provide relief. D. Coe added that it is important for North LA to put out a message of care and compassion and providing more neutral resources.

B. Social Media – *Jennifer Williamson*

1. News You Can Use and Website Banners

J. Williamson shared the updated banner with the Committee and indicated that it will be implemented shortly.

2. Cultural and Diversity & Inclusivity celebrations

J. Williamson shared the updated list of the cultural and diversity & inclusivity celebrations with the Committee, based **on the Committee's approval with revisions at the last** Committee meeting.

3. Twitter Spaces

Members of Public Information will be meeting with the IT department to assess the logistics of using Twitter Spaces.

4. Social Media Analytics

a. Increasing Engagement/Media Consultant

The consultant gave several suggestions to improve audience participation. It was suggested that they use **language such as “tag a friend” or “like this post;”** animate the graphics if possible, use more pictures of people rather than graphics, have others share our content, and assess peak usage time for postings.

C. Legislative Update

1. Legislative Bills - *Jennifer Williamson – Page 33*

J. Williamson shared the Legislative bill report and noted an influx in new bills. She asked the committee for feedback on bills they recommend to take through the subject matter expert review process. It was determined that this discussion would be deferred to the next Committee meeting so that the Committee could sufficiently review the new bills.

2. Local Legislative Grass Roots Visits – *Jennifer Williamson*

M. Heid, remarked on some of the visits. They met with Assemblyman Azarian and shared concerns developed by this committee and the board. The bulk of the conversation was about law enforcement and how to keep the community safe. Today, they met with Balthazar Cornejo and were able to share all 7 talking points. Concerns would be shared with the senator. They have had limited response to their inquiries to the other 9 legislators but will continue working on this step and scheduling the meetings.

A. Darby remarked that most of the training was for law enforcement and first responders.

A. Quiles asked about using the ARCA presentation on advocacy to train participants for future NLACRC local grassroots visits. ARCA had used a testimonial, and it did very well.

A. Martinez shared that the examples were moving and felt the videos create a more engaging experience. Some videos have helped spread support to senators and representatives. She encouraged the committee to watch the videos.

S. Jackson asked about the 7 priority talking points. M. Heid responded they were increasing service access and equity, reduction in service coordinator caseloads, professionalism in the direct support professional wages, mental health awareness, self-determination program, and law enforcement.

3. Legucator Report – *Michelle Heid*

M. Heid gave an overview of the Legucator report.

D. Local Grass Roots Marketing and Outreach Plan – *Jennifer Williamson*

1. PeachJar Free Flyer Program

J. Williamson noted that they have developed a flyer to submit to PeachJar when approved. They received communication with the school district social media representative and will be sharing the flyer with them as well once the flyer is finalized.

A. Quiles and A. Martinez made suggestions to change the flyer, including content and format. A. Quiles also suggested that she share the flyer with local school representatives and parents to get their input once the flyer is revised.

Action Item: J. Williamson will revise the flyer and then send it to this committee for feedback.

2. Local Grassroots Marketing and Outreach

a. Status Update and List of Community Partners

J. Williamson noted Dr. Fernandez will be conducting a Virtual Meet-And-Greet on March 30<sup>th</sup>



and shared a list of agencies that will participate in the grassroots program in the packet.

A Martinez asked if they would be receiving the invite, or if it is only certain people on the list. J. Williamson replied that it is being sent out to different types of agencies in the community. Dr. Fernandez noted that the agenda is in progress and it mainly about meeting and learning about the community.

S. Jackson asked why some agencies are no longer participated. He replied that some religious organizations were unable to be contacted, and only one of the libraries did not want to participate. Dr. Fernandez felt that with only one negative response showcased the positivity of this work. He added that some of the organizations had initially responded no because of COVID, but once it was announced to be virtual, there were more responses and willingness to participate.

A. Quiles noted that as COVID gets better, they can revisit the agencies that did not participate and provide an informational handout. Dr. Hernandez also discussed having a hybrid meeting to accommodate those who are far away or who are not comfortable meeting in person to open up more opportunities for participation.

S. Jackson encouraged committee members to network on these meeting days as it is a great opportunity for the regional center to know more consumers and increase connections.

A. Martinez also suggested to invite board members to be involved with more of the events.

## V. Board Meeting Agenda Items

### A. Minutes of the March 16<sup>th</sup> Meeting

- II. Announcements / Information Items / Public Input
  - A. Next meeting: Wednesday, April 20, 2022, at 7:00 p.m.

III. ADJOURNMENT

D.Coe adjourned the meeting at 8:51 PM.

Submitted by:

(\*) *Lizeth Chavez*

Executive Administrative Assistant

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